

BOARD OF COMMISSIONERS OF CANDLER COUNTY, GEORGIA  
AGENDA  
REGULAR MEETING  
5:00 P.M.  
April 1, 2024

1. Call to Order
2. Invocation and *Pledge of Allegiance*, Jaxson Douglas, Candler County 4-H Junior Board President
3. Approval of Agenda
4. Department Reports
  - a. Metter Fire Department – Jason Douglas, Metter Fire Chief
  - b. EMS – Xavier Winkler, EMS Director
  - c. Roads & Bridges – Jerry Lanier, Public Works Superintendent
  - d. Solid Waste – Robert Hendrix, Landfill Manager
  - e. Recreation – Mike Robins, Recreation Dept. Director
  - f. Sheriff's Office – Monthly Statistics Report
  - g. Tax Assessor's Office – Monthly Permits Report
5. Citizens wishing to address the Commission – *Citizens will be allowed to address the commission individually for a period of up to 5 minutes.*
  - a. Comments on proposed zoning ordinance
    - i. Melissa Krack, 285 Memphis Rd
    - ii. Mark Maddalena, 1741 Reid Circle
6. Application for Commission approval, permit, or variance –
7. Financial Report
8. Approval of Minutes –
  - a. March 4, 1<sup>st</sup> Regular Meeting
  - b. March 18, 2024 2<sup>nd</sup> Regular Meeting
  - c. March 19, 2024 Listening Session-Draft Zoning Ordinance
9. Old Business
  - a. Consideration of a proposed Manufactured Home Ordinance
  - b. Consideration of a proposed Manufactured Home Park and Tiny Home Ordinance
  - c. Consideration of a proposed Tiny Home Ordinance
  - d. Discussion regarding the proposed Candler County Zoning Ordinance
10. New Business
  - a. Consideration of a request from Family Connection of Candler County, Inc. for the Board of Commissioners of Candler County to enter into an Intergovernmental Agreement (IGA) to serve as the federal grant sub-recipient for a grant in the amount of \$30,000 as part of the Georgia Rape Prevention and Education: Sexual Violence Prevention grant award (CFDA Number 93.136)
  - b. Consideration of a request from the City of Metter for the Board of Commissioners to authorize Candler County Public Works to assist in the demolition of the existing Metter Fire Station

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- c. Consideration of a request from the County Administrator for authorization to apply for additional Local Road Assistance Administration Funds (LRA) as allowed in the amended fiscal year 2024 budget for the state of Georgia; funding to be applied for to be \$608,172.23 to be applied to the 2023 LMIG project (MacWac Lake Rd, Fortner Rd, Salem Church Rd) to offset the proposed TIA discretionary expense
  - d. Consideration of a personal expense proposal for FY25 budget year between the University of Georgia and the Board of Commissioners for funding for the UGA Extension Office and Candler County 4H personnel
  - e. Consideration of a request from the County Administrator for funding of not more than \$5,000 to be paid from ARPA funds for improvements to the Administration Building meeting room
11. Report from Chairman
  12. Report from County Administrator
  13. Report from Attorney
  14. Reports from Commissioners
  15. Executive Session
    - a. Consideration of an appointment to the Heart of Georgia Regional Advisory Board
  16. Adjournment

**Board of Commissioners of Candler County**  
**Regular Meeting**  
**April 1, 2024**  
**5:00 p.m.**

The Board of Commissioners of Candler County met for the regular monthly meeting on Monday, April 1, 2024, at 5:00 p.m., in the Commissioners' boardroom at 1075 East Hiawatha Street, Suite A, Metter, Georgia. Chairman Glyn Thrift presided with Vice-Chairman Blake Hendrix, Commissioners Gregory Thomas, Jeff Register and David Robinson in attendance. Also attending were County Administrator Bryan Aasheim, County Attorney Kendall Gross and County Clerk Kellie Lank. The Metter Advertiser was notified of the meeting, Jerri Goodman attended.

Guests attending this meeting included: Candler County Public Works Superintendent, Jerry Lanier; Landfill Supervisor, Robert Hendrix; City of Metter Fire Department, Chief Jason Douglas; Candler County EMS Director, Xavier Winkler; Candler County Sheriff John Miles and Captain Justin Wells; Candler County Ag Extension Office, Susannah Lanier accompanied, Junior Board 4-H President Jaxson Douglas.

Citizens attending the meeting included: Alavaro Morales, Brad Jones, Jimmy Braddy, Chris Billingsley, Donald Krack, Melissa Krack, Tre' Ross, Grady Franklin, Walter & Annette Roberts, Robert & Wilma Hutchins, Jackie Merritt, Donna Johnson, , Jeremy & Kelly Johnson, Kevin Penn, Michell Penn, Baylee Penn, Carol Page, Charles Page, Barbara Johnson, Aubry Tapley, Lex Bazemore, Gabe Krack, Danielle Krack, Della & Jerry Cowart, Harold Lynn, Bob Bostwick, Mark Maddalena, Curtis Barlow, Dalante Hicks, Franne Barlow, Jonathan Williamson, Chad & Debbie Wallace, Anne Childs, Crystal Kessler, Michael Jackson, Jean Lanier, Tim Spencer, Dixie Odom, Jackie Deal, Andy Bryant, Bobby Joe Houston Sr., Laurie Martinez, Tonya Berry, Chris Berry, Vaughn Lanier, Kris Story, Pam Brantley, C.L. & Dove Boatright, Bill Mercer, Dana Googe, Bonita Friskew, Brittney Jones, Peggy Mock, Howard Googe, Bruce Strough, Sarah Grimes, Jessica Mock, Gene Collins, George Vaughn, David Smith, Carmen Smith, Paul Scott and Frank D. Sardo

**Call to Order**

Chairman Thrift called the meeting to order at 5:00 p.m.

**Invocation and Pledge of Allegiance**

Chairman Thrift called on Candler County 4-H Junior Board President, Jaxson Douglas, to deliver the invocation and lead the *Pledge of Allegiance*.

**Approval of the Agenda**

Mr. Aasheim requested the agenda be amended to modify and add the following item:

**10. New Business**

- d. Consideration of a personnel expense proposal for FY25 budget year between the University of Georgia and the Board of Commissioners for funding for the UGA Extension Office and Candler County 4H personnel**
- e. Consideration of a request from the County Administrator for funding of not more than \$5,000 to be paid from ARPA funds for improvements to the Administration Building meeting room**

Commissioner Robinson made a motion to approve the agenda as requested. Vice-Chairman Hendrix provided a second. The motion carried 5-0.

### **Department Reports**

#### **Recreation – Mike Robins, Recreation Dept. Director**

Coach Robins reported that 2024 Opening Day was a rainout; the playground equipment has been ordered; the new bleachers have been delivered, but still waiting for the safety rails; a fire from a light pole over the soccer field; and, the fence has been ordered.

#### **Metter Fire Department – Jason Douglas, Metter Fire Chief (Exhibit A)**

- Calls were up last month
- Received two grants for turnout gear
- Fire Committee meeting at the Fire Station tomorrow

#### **EMS – Xzavier Winkler, EMS Director**

Director Winkler presented the March EMS transport and financial reports. (Exhibit B)

- Custom Trucks has the new ambulance placed on backorder; new delivery date is Summer 2025. ARPA funding is committed to purchase this ambulance
- Chairman Thrift thanked Director Winkler and the EMS staff for the tribute for Martha Sherman present during her funeral presession. Ms. Sherman was a former veteran employee of Candler County EMS.

#### **Roads & Bridges – Jerry Lanier, Public Works Superintendent**

Superintendent Lanier reported the DOC Detail crew is on the second round of litter pickup; bridges are trimmed and drains are cleaned out; pipe repairs on several roads.

#### **Solid Waste – Robert Hendrix, Landfill Manager**

Mr. Hendrix reported on garbage and debris coming into the landfill at a regular rate. He requested an update on the financial assurance letter and Administrator Aasheim will follow up with the auditor to confirm.

Administrator Aasheim stated he had been notified there are too many people to safely have inside of the building. He explained this is a regular county commissioner meeting with the agenda being posted a week before hand and anyone wishing to address the Board of Commissioners during a meeting needs to contact the administration office and make a formal request to be added to the agenda. He then stated if anyone is not on the agenda, there will not be time for additional people to speak this evening aside from the two people who had formally requested to be placed on this meeting's agenda. Administrator Aasheim concluded saying that the County intends to hold another listening session to hear public comments on zoning and encouraged the people to make their request to be added to that agenda.

At 5:18 p.m. the crowd of people became vocal and unruly, Administrator Aasheim exited the boardroom and entered the hallway where other citizens were standing to attempt to repeat his comments about the future zoning public hearing and the appropriate process to be allowed to speak during the meetings, simultaneously attempting to disperse the overcrowding within the building. Meanwhile, Attorney Gross and the Commissioners attempted to quieten the temperaments of the citizens remaining in the boardroom. Administrator Aasheim reentered the boardroom at 5:47 p.m.

Chairman Thrift called for the wishes of the Commission be voiced on holding a second public listening session on zoning and creating a social media platform to further notify the public of future Candler County Commission meetings.

Commissioner Robinson made a motion to hold a public listening session on Wednesday, April 24<sup>th</sup> at 5:30 p.m. to hear public comments on zoning at the Wilcox Auditorium. Commissioner Thomas provided a second. The motion carried 5-0.

Administrator Aasheim presented the Sheriff's statistics report and the Tax Assessor's Office permit reports.

**Citizens wishing to address the Commission** - *Citizens will be allowed to address the commission individually for a period of up to 5 minutes.*

**a. Comments on proposed zoning ordinance**

**i. Melissa Krack, 285 Memphis Road**

Melissa Krack approached the podium to voice her concerns and read a prepared speech. Mrs. Krack spoke from 5:59 p.m. to 6:04 p.m.

**ii. Mark Maddalena, 1741 Reid Circle**

Mark Maddalena, a new resident to Candler County, approached the podium to communicate his thoughts both pros and cons on zoning. He then thanked the commission for their service to the community. Mr. Maddalena spoke from 6:05 p.m. to 6:08 pm.

**Application for Commission approval, permit or variance** –

There were no permits or approvals requested.

**Financial Report** – February 2024 (Exhibit C)

- March 2024 SPLOST \$194,886.06. The County's portion came to \$109,136.20.
- The remainder of the financial report will be available during the April 15<sup>th</sup> meeting.

**Approval of the Minutes** –

- March 4, 2024 1<sup>st</sup> Regular Monthly Meeting
- March 18, 2024 2<sup>nd</sup> Regular Monthly Meeting
- March 19, 2024 Listening Session – Draft Zoning Ordinance

Commissioner Robinson made a motion to table the minutes. Vice-Chairman Hendrix provided a second. The motion carried 5-0.

**Old Business**

**a. Consideration of a Proposed Manufactured Home Ordinance**

Administrator Aasheim presented an updated Manufactured Home Ordinance that is consistent with the provisions of the proposed Zoning Ordinance. Those grammatical changes have been made to this proposal and the final ordinance is ready for the Commission's consideration for adoption.

Commissioner Thomas made a motion to adopt the proposed Manufactured Home Ordinance. Chairman Thrift provided a second. The motion carried 4-1, with Commissioner Robinson voting against the motion. (Exhibit D)

**b. Consideration of a Proposed Manufactured Home Park and Tiny House Park Ordinance**

Administrator Aasheim presented, as with the prior item, this ordinance has been reviewed and changed to be consistent with the proposed Zoning Ordinance. The requested changes have been implemented within the final draft of the proposed Manufactured Home Park and Tiny House Park Ordinance as presented.

Vice-Chairman Hendrix made a motion to adopt the proposed Manufactured Home Park and Tiny House Park Ordinance. Commissioner Register provided a second. The motion carried 4-1, with Commissioner Robinson voting against the motion. (Exhibit E)

**c. Consideration of a Proposed Tiny House Ordinance**

Administrator Aasheim presented the proposed Tiny House Ordinance for the Commission's consideration. This is a new ordinance that currently does not exist within the unincorporated area of Candler County. At the request of the Commission, this ordinance has been prepared and designed to be consistent with the Proposed Zoning Ordinance.

Vice-Chairman Hendrix made a motion to adopt the proposed Tiny House Ordinance. Commissioner Thomas provided a second. The motion carried 4-1, with Commissioner Robinson voting against the motion. (Exhibit F)

**d. Discussion regarding the proposed Candler County Zoning Ordinance**

Administrator Aasheim presented a detailed memorandum regarding the proposed zoning ordinance that included public comment and concerns brought to his attention by concerned citizens. He included articles and section from the proposed Zoning Ordinance that are relative to the issues as well as staff comment for each. Administrator Aasheim recommended some of these issues be discussed. He then requested the Commissioners provide input as to when they would prefer examining these issues one by one during this meeting, or possibly during a meeting that will follow the April 24<sup>th</sup> Public Listening Session after more information is gathered. The consensus of the Commission was to schedule this item be addressed at another meeting following the April 24<sup>th</sup> Public Listening Session.

**New Business**

**a) Consideration of a request from Family Connection of Candler County, Inc. for the Board of Commissioners of Candler County to enter into an Intergovernmental Agreement (IGA) to serve as the federal grant sub-recipient for a grant in the amount of \$30,000 as part of the Georgia Rape Prevention and Education: Sexual Violence Prevention grant award (CFDA Number 93.136)**

Administrator Aasheim presented a request from Family Connection of Candler County, Inc. for the Board of Commissioners of Candler County to enter into an Intergovernmental Agreement (IGA) to serve as the federal grant sub-recipient for a grant in the amount of \$30,000 as part of the Georgia Rape Prevention and Education: Sexual Violence Prevention grant award (CFDA Number 93.136). He explained the county currently serves as the "fiscal agent" for two state funded grants operating through Family Connections. The arrangement allows the county to serve as the financial arm, but oversight for the employees' program is provided through the Family Connections board of directors. This federal grant program requirement differs from the two state grant programs as it requires the county to be the sub-contractor and meet the requirements as stated. Further, Administrator Aasheim explained he did not recommend the Commission approve this request as he was not comfortable with the County being the subrecipient of these funds and also having to manage and meet the grant requirement in the structure we are currently setup in.

Commissioner Robinson made a motion not to approve this request from Family Connection of Candler County, Inc. for the Board of Commissioners of Candler County to enter into an Intergovernmental Agreement (IGA) to serve as the federal grant sub-recipient for a grant in the amount of \$30,000 as part of the Georgia Rape Prevention and Education: Sexual Violence Prevention grant award (CFDA Number 93.136). Commissioner Register provided a second. The motion carried 5-0.

**b) Consideration of a request from the City of Metter for the Board of Commissioners to authorize Candler County Public Works to assist in the demolition of the existing Metter Fire Station**

Administrator Aasheim presented a request from the City of Metter for the Board of Commissioners to authorize Candler County Public Works to assist in the demolition of the existing Metter Fire Station. Concerns were expressed by County Attorney Gross and Administrator Aasheim.

Commissioner Hendrix made a motion to authorize Administrator Aasheim to negotiate with the City of Metter and County Attorney Gross to draft an intergovernmental agreement to be signed by Candler County and the City of Metter before considering this request. Commissioner Robinson provided a second. The motion carried 5-0.

**c) Consideration of a request from the County Administrator for authorization to apply for additional Local Road Assistance Administration Funds (LRA) as allowed in the amended fiscal year 2024 budget for the state of Georgia; funding to be applied for to be \$608,172.23 to be applied to the 2023 LMIG project (MacWac Lake Rd, Fortner Rd, Salem Church Rd) to offset the proposed TIA discretionary expense**

Administrator Aasheim requested the Commissioners consider authorizing him to apply for additional Local Road Assistance Administration Funds (LRA) as allowed in the amended fiscal year 2024 budget for the state of Georgia; funding to be applied for to be \$608,172.23 to be applied to the 2023 LMIG project (MacWac Lake Rd, Fortner Rd, Salem Church Rd) to offset the proposed TIA discretionary expense.

Chairman Thrift made a motion to authorize the County Administrator for authorization to apply for additional Local Road Assistance Administration Funds (LRA) as allowed in the amended fiscal year 2024 budget for the state of Georgia; funding to be applied for to be \$608,172.23 to be applied to the 2023 LMIG project (MacWac Lake Rd, Fortner Rd, Salem Church Rd) to offset the proposed TIA discretionary expense. Commissioner Thomas provided a second. The motion carried 5-0. (Exhibit G)

**d) Consideration of a personnel expense proposal for FY25 budget year between the University of Georgia and the Board of Commissioners for funding for the UGA Extension Office and Candler County 4H personnel**

Administrator Aasheim requested the Commissioners consider a personnel expense proposal for FY25 budget year between the University of Georgia and the Board of Commissioners for funding for the UGA Extension Office and Candler County 4H personnel.

Chairman Thrift made a motion to approve a personnel expense proposal for FY25 budget year between the University of Georgia and the Board of Commissioners for funding for the UGA Extension Office and Candler County 4H personnel. Commissioner Thomas provided a second. The motion carried 5-0. (Exhibit H)

- e) **Consideration of a request from the County Administrator for funding of not more than \$5,000 to be paid from ARPA funds for improvements to the Administration Building meeting room**  
 Administrator Aasheim requested the Commission consider funding not more than \$5,000 to be paid from ARPA funds for improvements to the Administration Building meeting room.

Commissioner Thomas approved the request for \$5,000 funded from ARPA for improvements to the Administration Building meeting room. Vice-Chairman Hendrix provided a second. The motion carried 5-0.

**Report from Chairman**

Chairman Thrift had nothing to report at this meeting.

**Report from County Administrator**

Administrator Aasheim requested the Commissioner consider an appointment to the Heart of Georgia Regional Advisory Board to replace former Commissioner Brad Jones who had served on this board. Vice-Chairman Hendrix volunteered to serve in this capacity.

Chairman Thrift made a motion to appoint Vice-Chairman Blake Hendrix to fill the vacant position on the Heart of Georgia Regional Advisory Board. Commissioner Thomas provided a second. The motion carried 4-0, with Vice-Chairman Hendrix abstaining.

**Report from the County Attorney**

Attorney Gross had nothing to report at this meeting.

**Reports from Commissioners**

**Commissioner Thomas representing Commission District 1**, inquired when Sikes Brothers will start on the resurfacing of Salem Church Road project.

**Commissioner Jeff Register District 2**, had nothing to report.

**Commissioner Robinson representing Commission District 3**, had no county business to report.


**Vice-Chairman Hendrix representing Commissioner District 4**, stated he had previously met with several people who attended the meeting tonight.

**Executive Session**

No executive session was called at this meeting.

**Adjournment**

Commissioner Register moved to adjourn the meeting at 7:07 p.m. Commissioner Thomas provided a second to the motion. The motion carried 5-0.



Maranda K. Lank, Clerk  
 Attest



Chairman, Glyn Thrift



## Exhibit A

Metter Fire Rescue Response ListMar-24Call Type and Jurisdiction

Mar-24

	Structure	Vehicle	Res.	Brush	Inv.	Alarm	Heli.	Haz.	Service	Med.	Other	Total
City	0	1	3	0	0	0	15	2	2	5	0	28
County	0	1	6	3	2	7	0	0	0	8	0	27
Total	0	2	9	3	2	7	15	2	2	13	0	

Total Calls	55
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Mar-23

	Structure	Vehicle	Res.	Brush	Inv.	Alarm	Heli.	Haz.	Service	Med.	Other	Total
City	0	2	0	3	1	6	5	1	3	3	0	24
County	2	0	5	9	0	3	0	0	0	5	0	24
Total	2	2	5	12	1	9	5	1	3	8	0	

Total Calls	48
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**MARCH 2024 PATIENT TRANSPORT REPORT**

FROM SCENE TO CCH	69
FROM SCENE TO MEADOWS	0
FROM SCENE TO EVANS MEMORIAL	0
FROM SCENE TO EGRMC	25
FROM SCENE TO DOCTOR'S	1
FROM SCENE TO EMANUEL	0
SCENE TO MEMORIAL	0
SCENE TO CANDLER HOSPITAL SAVANNAH	0
SCENE TO OPTIM TATTNALL	0
SCENE TO HOSPICE	0
SCENE TO ST JOSEPH	0
SCENE TO AIR	1
LIFT ASSIST/REFUSAL	13
REFUSAL	44
MUTAL AID	3
TRANS CCH TO MEMORIAL	10
TRANS CCH TO CANDLER	1
TRANS CCH TO FAIR VIEW	1
TRANS CCH TO ST JOSEPH	3
TRANS CCH TO AUGUSTA UNIVERSITY	5
TRANS CCH TO PEIDMONT AUGUSTA	0
TRANS CCH TO DOCTORS	2
TRANS CCH TO EGRMC	16

TRANS CCH TO MEADOWS	4
TRANS CCH TO COLISEUM MEDICAL MACON GA	0
TRANS CCH TO NAVACIENT HEALTH MACON GA	0
CCH TO NURSING HOME	7
TRANS CCH TO HOSPICE	0
CORONOR CALL	1
CANCELLED CALL	4
NO PT CONTACT	1
CCH TO RES FOR HOSPICE	0
DOA WITH DNR/TURNED OVER TO HOSPICE	0
FIRE STANDBY	0
EMS NOT NEEDED	0
TRANSPORT FLIGHT CREW TO CCH	0
DOA LEFT AT NURSING HOME	0
TOTAL	211



Exhibit C

	FY23	Industrial Authority	Hospital	Net Remaining	Metter	Pulaski	County
July	\$ 166,628.20	\$ -	\$ 33,325.64	\$ 133,302.56	\$ 53,321.02	\$ 5,332.10	\$ 74,649.43
August	\$ 152,995.15	\$ -	\$ 30,599.03	\$ 122,396.12	\$ 48,958.45	\$ 4,895.84	\$ 68,541.83
September	\$ 158,332.72	\$ -	\$ 31,666.54	\$ 126,666.18	\$ 50,666.47	\$ 5,066.65	\$ 70,933.06
October	\$ 157,835.27	\$ -	\$ 31,567.05	\$ 126,268.22	\$ 50,507.29	\$ 5,050.73	\$ 70,710.20
November	\$ 160,655.65	\$ -	\$ 32,131.13	\$ 128,524.52	\$ 51,409.81	\$ 5,140.98	\$ 71,973.73
December ProRata	\$ 488.96	\$ -	\$ 97.79	\$ 391.17	\$ 156.47	\$ 15.65	\$ 219.05
December	\$ 153,101.28	\$ -	\$ 30,620.26	\$ 122,481.02	\$ 48,992.41	\$ 4,899.24	\$ 68,589.37
January	\$ 162,575.30	\$ -	\$ 32,515.06	\$ 130,060.24	\$ 52,024.10	\$ 5,202.41	\$ 72,833.73
February	\$ 152,498.13	\$ 54,541.02	\$ -	\$ 97,957.11	\$ 39,182.84	\$ 3,918.28	\$ 54,855.98
March	\$ 144,260.13	\$ 144,260.13	\$ -	\$ -	\$ -	\$ -	\$ -
April	\$ 165,921.53	\$ 165,921.53	\$ -	\$ -	\$ -	\$ -	\$ -
May	\$ 168,365.52	\$ 135,277.32	\$ -	\$ 33,088.20	\$ 13,235.28	\$ 1,323.53	\$ 18,529.39
June ProRata	\$ 360.02	\$ -	\$ -	\$ 360.02	\$ 144.01	\$ 14.40	\$ 201.61
June	\$ 160,394.02	\$ -	\$ -	\$ 160,394.02	\$ 64,157.61	\$ 6,415.76	\$ 89,820.65
Totals	\$ 1,904,411.88	\$ 500,000.00	\$ 222,522.51	\$ 1,181,889.37	\$ 472,755.75	\$ 47,275.57	\$ 661,858.05

	FY24	Industrial Authority	Hospital	Net Remaining	Metter	Pulaski	County
July	\$ 170,900.40	\$ -	\$ -	\$ 170,900.40	\$ 68,360.16	\$ 6,836.02	\$ 95,704.22
August	\$ 162,265.72	\$ -	\$ -	\$ 162,265.72	\$ 64,906.29	\$ 6,490.63	\$ 90,868.80
September	\$ 163,356.86	\$ -	\$ -	\$ 163,356.86	\$ 65,342.74	\$ 6,534.27	\$ 91,479.84
October	\$ 166,618.39	\$ -	\$ -	\$ 166,618.39	\$ 66,647.36	\$ 6,664.74	\$ 93,306.29
November	\$ 160,401.30	\$ -	\$ -	\$ 160,401.30	\$ 64,160.52	\$ 6,416.05	\$ 89,824.73
December ProRata	\$ 325.92	\$ -	\$ -	\$ 325.92	\$ 130.37	\$ 13.04	\$ 182.52
December	\$ 163,671.95	\$ -	\$ -	\$ 163,671.95	\$ 65,468.78	\$ 6,546.88	\$ 91,656.29
January	\$ 182,057.35	\$ -	\$ -	\$ 182,057.35	\$ 72,822.94	\$ 7,282.29	\$ 101,952.12
February	\$ 166,286.67	\$ -	\$ -	\$ 166,286.67	\$ 66,514.67	\$ 6,651.47	\$ 93,120.54
March	\$ 194,886.06	\$ -	\$ -	\$ 194,886.06	\$ 77,954.42	\$ 7,795.44	\$ 109,136.20
April	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June ProRata	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 1,530,770.62	\$ -	\$ -	\$ 1,530,770.62	\$ 612,308.25	\$ 61,230.82	\$ 857,231.55

**CANDLER COUNTY  
MANUFACTURED HOME ORDINANCE**

**ARTICLE ONE  
GENERAL**

**1.1 Title.** This Ordinance shall be known as and may be cited as the "Manufactured Home Ordinance".

**1.2 Authority and Jurisdiction.** Whereas, consistent with Georgia Law, the Candler County Board of Commissioners has the authority to establish by ordinance or resolution such local rules and regulations, not in conflict with existing State or Federal Law, relating to the health, safety, and welfare of the public.

**1.3 Purpose.** The public health, safety, economy, good order, appearance, convenience, morals and general welfare require the harmonious, orderly and progressive development of land within Candler County, Georgia. In furtherance of the general intent of this Ordinance, the regulation of land development is authorized for the following purposes amongst others:

- (a) To encourage economically sound and stable land development;
- (b) To prevent the overcrowding of land and promote desirable living conditions;
- (c) To assure the timely provision of required streets, utilities and other facilities and services to land development;
- (d) To assure the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, in land developments; and
- (e) To assure, in general, the wise and timely development of new areas, in harmony with the comprehensive plan of Candler County.

**Now therefore be it resolved** that the following rules and regulations are hereby adopted. These regulations shall apply to all unincorporated land located within the boundaries of Candler County, Georgia.

**ARTICLE TWO  
GENERAL PROVISIONS**

**2.1 Definitions.**

- (a) Board of Commissioners: Candler County Board of Commissioners.
- (b) Building official: One or more persons, officers or officials or his/her authorized representative, whom the county administrator has appointed to administer and enforce, individually or collectively, the building code, subdivision, manufactured home, and zoning ordinances.
- (c) County: Candler County, Georgia.
- (d) Developmental Services Division: The division which includes the building and zoning departments.
- (e) Driveway: A minor private way used by vehicles and pedestrians for access from any street or road to a manufactured home.
- (f) Exit Permit: A permit that is valid for moving a mobile home only and is restricted to the mobile home being moved out of the county or to a valid mobile home dealership. This permit shall signify that all taxes owed to the county have been paid in full.
- (g) Health department: The director of the Candler County Health Department or his/her authorized representative.
- (h) Tiny House: A dwelling that is 400 square feet or less in floor area, excluding lofts, as defined in the 2018 International Residential Code, ancillary dwellings, and manufactured/mobile homes. Tiny houses shall include tiny houses built on trailers or permanent chassis or are otherwise mobile.
- (n) Skirting: A durable material used to enclose the space from the bottom of the manufactured home to grade. Acceptable materials may include brick, masonry, stone, rock, wood, metal (non reflective), vinyl and other materials manufactured for the purpose of skirting. Residents are prohibited from using 5V tin as skirting.

**ARTICLE THREE  
PERMIT REQUIREMENTS**

- 3.1 Exemption of units held for resale.** If the owner of a manufactured home is using or intends to use such manufactured home for the purpose of resale only, then such

manufactured home shall be exempt from obtaining a permit provided the manufactured home is placed on property permitted for manufactured home sales and service or prior permission has been given by the developmental services division.

**3.2 Finding of necessity.** The board of commissioners finds and determines that manufactured homes pose special problems in determining whether these homes are located on approved sites and comply with the plumbing and electrical hookups adopted by the county. Thus, it is necessary to require certain permits to insure that the homes are properly identified and located on approved sites in compliance with such codes.

**3.3 Prerequisites to locating or occupying manufactured home.**

- (a) No person shall initially locate or relocate any manufactured home within the limits of the county without having made such application and obtained such permit.
- (b) No person shall occupy any manufactured home as a residence unless a permit has been issued as required by this section.
- (c) Installers of manufactured homes are responsible for complying with all local requirements and assuring that a permit has been obtained prior to the installation of any manufactured home.
- (d) Manufactured homes are not permitted to be used as storage buildings. Manufactured homes are not to be stored or abandoned on the property for more than 60 days, except in a location that is in the manufactured home sales businesses. A property shall be considered abandoned or stored if it does not comply with elements defined in 4.1 and 4.2 of this ordinance.

**3.4 Application for permit.**

- (a) The developmental services division is hereby authorized and empowered to prescribe forms and procedures for such applications for permits issued pursuant thereto, as well as any other document required in connection with such application or permit. The developmental services division is authorized or empowered to require that applicants furnish information in writing, as may be reasonably required to effectuate the purposes hereof.



- (b) Upon receipt of the application for the location or relocation of a manufactured home, the developmental services division shall determine whether or not the site has been approved. If the location or proposed location of the manufactured home has not been approved by the developmental services division, the application shall be denied.
- (c) No application will be accepted from any person who is in violation of the zoning ordinance. If an applicant for a building permit is, at the time of such an application, determined by the zoning administrator to be in violation of the zoning ordinance, then Building Official will be prohibited from accepting or processing any application from that applicant until the applicant voluntarily removes or changes the cause of the violation and ceases to be in violation. The applicant must notify the Building Official that he has ceased the violation and obtain a release from the zoning administrator as to the violation. When the applicant has ceased to be in violation of this ordinance, the Building Official will then accept the application for building permit.

**3.5 Permit fee.** An applicant for a mobile home location permit shall pay a fee of \$250.00 for a permit to be established by the county governing authority. The fee must be paid before the issuance of the permit.

**3.6 Issuance of location permit.** Upon completion of the application for mobile home location permit as set forth in this Ordinance, the payment of the permit fee, verification of land ownership, and physical inspection of the proposed location by the Developmental Service Division, a mobile home location permit shall be issued to locate or relocate a mobile home. The permit shall expire 30 days from the date of issue.

**3.7 Sewage disposal system.** No person shall initially locate any manufactured home or relocate any manufactured home within the limits of the county unless an existing on-site sewage management system approved by the county health department is present or an on-site sewage management system permit has been issued by the county health department for the proposed mobile home site. An applicant for the location or relocation of a manufactured home within the limits of the county shall present to the developmental services division a letter, or other clearance from the county health department, stating that such an approved on-site sewage management system has been properly installed and connected; or, stating that an on-site sewage management system permit has been issued by the county health

department and satisfactory proof has been furnished to the county health department that such an approved sewage system will be properly installed and connected. The developmental services division shall not issue such permit authorizing the location or relocation of such manufactured home unless such letter or other clearance from the county health department is presented to it.

**3.8 Replacement of Existing Mobile Homes.** Residents who seek to replace existing mobile homes must conform with any and all approval and permit requirements established by the Candler County Board of Commissioners for new mobile homes. Residents shall have thirty (30) days from issuance of the mobile home location permit as described in 3.6. Further, residents shall be granted an additional thirty (30) days for removal of the old mobile home upon request to the Developmental Services Division. Any and all additional time shall be approved by the Candler County Board of Commissioners.

**3.9 Inspection.**

- (a) Developmental Services Division is charged with inspecting manufactured homes to ensure compliance with local and state guidelines. Inspections shall include but not be limited to the following:
  - (1) Site inspection shall be performed on each site prior to placement of the manufactured home.
  - (2) Installation inspection shall be performed before the power company has connected service to the home.
  - (3) Skirting shall be performed thirty days after the installation inspection to assure that skirting, landings and handrails are in place.
- (b) To the extent possible, inspections will be scheduled within 48 hours; excluding Saturday, Sunday and county-observed holidays.
- (c) Upon completion of the installation inspection, the applicant may apply for an electrical permit as governed by the Candler County Electrical Permit Ordinance.
- (d) If a manufactured home fails an inspection, the permit holder or his agent will be notified. Prior to a reinspection, a reinspection fee of \$100.00 shall be paid to Candler County Code Enforcement.
- (e) No manufactured home shall be occupied prior to the installation inspection being done and approved.

**3.10 Exit Permit.** The owner of a mobile home of any age shall be required to obtain an

exit permit from the Developmental Services Division prior to removing a mobile home from Candler County. Applicant must present a receipt from the tax commissioner indicating all Candler County taxes have been paid.

## **ARTICLE FOUR PLACEMENT SPECIFICATIONS**

### **4.1 Set Up Standards**

- (a) Tie downs. Each manufactured home shall have tie downs or other devices used to secure the manufactured home based on the requirements of the current state adopted building codes or manufacturer's installation instructions.
- (b) Foundations. Foundations shall be installed in accordance with the standards set forth in the current state adopted building codes or manufacturer's installation instructions.
- (c) Steps and landings. Steps and landings are required for all homes, at all doors, and shall be constructed to the current state adopted building codes. The handrails and landings must be in place within 30 days after the approval of the installation inspection to the manufactured home. In the event that concrete blocks or bricks are used as steps, the bricks and blocks must be constructed with mortar.
- (d) Skirting. Skirting, unpierced except for required ventilation and access and construction of materials manufactured for such purposes, which have been approved by the building inspector, shall be installed so that it encloses the area located under the home to the ground level. The skirting must be in place within 30 days after the approval of the installation inspection to the manufactured home.

### **4.2 Water, Sewer, Electrical, Refuse Disposal Service**

- (a) Water supply. An adequate, safe and potable supply of water shall be provided for the manufactured home. The source of water supply shall be approved by the state department of natural resources, environmental protection division or the health department.
- (b) Sewage disposal. An adequate and safe sewage disposal system shall be provided for the manufactured home. Collection systems, sewage treatment facilities or individual septic tank systems shall be approved by the health

department.

- (c) Refuse. The storage, collection, and disposal of refuse for the manufactured home shall be so conducted as to prevent health hazards, rodent harborage, or insect breeding areas.
- (d) Electrical equipment and installation. Lot/sites shall have all equipment and installations designed, constructed and maintained in compliance with the state minimum standard code.

#### **4.3 General Safety and Aesthetics Standard**

- (a) All Manufactured Homes and Mobile Homes shall meet the following minimum standards:
  - (1) Responsibility. The owner and/or occupant of the property shall maintain all structures and properties in compliance with these requirements, except as otherwise provided for. A person shall not occupy as owner-occupant or permit another person to occupy premises which does not comply with the requirements of these standards.
  - (2) Foundation walls. Foundation walls shall be maintained free from open cracks and breaks and shall be kept in such condition that it does not threaten the integrity of the structure.
  - (3) Exterior walls. The exterior shall be free of loose or rotting boards or timbers and any other conditions that might admit rain or moisture to the interior portions of the walls or to the occupied spaces. The exterior siding shall be free of rot and rust and must be uniform in appearance.
  - (4) Roofs. Roofs shall be structurally sound and have no obvious defects which might admit rain or cause moisture to collect on the interior portions of the structure. The roof shall be free of rot and rust and must be uniform in appearance.
  - (5) Stairways, decks, porches and balconies. Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposing loads.
  - (6) Windows, doors, and frames. Every window, door and frame shall be kept in sound condition, good repair and weather tight. Every bedroom

shall have at least one window that can be opened, facing directly to the outdoors. All glazing materials shall be maintained free from cracks and holes.

- (7) Skirting. Skirting, unpierced except for required ventilation and access and construction of materials manufactured for such purposes, which have been approved by the Building Official, shall be installed so that it encloses the area located under the home to the ground level. Exception for property located on a river or those approved by the building inspector.
  - (8) Plumbing facilities and fixtures. The owner of the occupied structure or a designated agent shall provide and maintain such plumbing facilities and plumbing fixtures in compliance with the HUD code. A person shall not occupy any structure or premises which does not comply with these standards.
  - (9) Sanitary facilities. Every residential unit shall contain a kitchen sink, lavatory, tub or shower, and a water closet all in good working condition and properly connected to an approved water and sewer system.
- (b) Unsafe Systems, appliances and equipment
- (1) Manufactured homes, appliances, or equipment covered by this ordinance that may be, or shall be found upon inspection, to have become dangerous or unsafe shall be removed or discontinued from use, unless made safe and so certified by the Building Official.
  - (2) The term "dangerous or unsafe manufactured homes, systems, appliances or equipment," shall include manufactured homes, systems, appliances or equipment that are: structurally unsafe, unstable or unsanitary; constituting a fire hazard; unsuitable or improper for the use to which they are put; constituting a hazard to health or safety due to inadequate maintenance, dilapidation or obsolescence; or otherwise dangerous to life or property.
- (c) Notice of Unsafe Manufactured Homes, Systems, Appliances and Equipment
- (1) Upon receipt of information that manufactured homes, systems, appliances or pieces of equipment covered by this ordinance are unsafe,

the Building Official shall make, or cause to be made, an inspection. If found that an unsafe condition exists, he/she shall serve, or cause to be served, on the owner (or someone of the owner's, executor's, administrator's, agent's, or lessee's employ, or other persons who may have a vested or contingent interest in the same), a written notice containing a description of the particulars in which the manufactured home, systems, appliances or equipment are unsafe; and an order requiring the same to be made safe, as may be deemed necessary by the Building Official.

- (2) If the person to whom such notice and order is addressed cannot be found after a diligent search, the notice and order shall be sent by registered mail to the last known address of such person. A copy of such notice shall be posted in a conspicuous place on the premises to which it relates. Such mailing and posting shall be deemed adequate notice.
- (d) **Disregard Notice.** If the person served with a notice or order to remove an existing unsafe condition, or discontinue the use of same, fails to comply within a reasonable time as set by the Building Official, the Building Official shall advise the county (or the proper prosecuting authority) of all the facts in the case and institute an appropriate action in the courts to compel compliance.

## **ARTICLE FIVE PENALTIES**

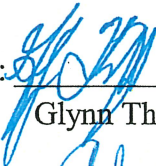
- 5.1 Violations of Ordinance.** A violation of this Ordinance shall be a misdemeanor offense and shall be punished by a fine not to exceed \$1,000 and/or imprisonment of not more than twelve (12) months. Any person or entity has been notified by the governing authority or its designee that such person or entity is in violation of this Ordinance, each day of continued violation shall constitute a separate offense punishable by like fine. In addition to or in lieu of the foregoing, the governing authority may, whether by legal process or otherwise, seek to enjoin, correct and/or abate any violation of this ordinance.


**ARTICLE SIX  
LEGAL STATUS PROVISIONS**

- 6.1 Conflict.** In so far as the provisions of this Ordinance are inconsistent with the provisions or any other local laws, the provisions of this Ordinance shall control. Insofar as the provisions of the Ordinance are inconsistent with provisions of any State or Federal Law shall control.
- 6.2 Severability.** Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid such decisions shall not affect the validity of the Ordinance as a whole, or any part thereof other than the part declared to be unconstitutional or invalid.
- 6.3 Repeal of Conflicting Ordinances.** Any and all ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.
- 6.4 Effective Date** This ordinance shall be in full force and effect upon adoption by the Candler County Board of Commissioners.

Adopted, approved and enacted this \_\_\_\_ day of March, 2024, at the called Meeting of the Board of Commissioners of Candler County.

**CANDLER COUNTY BOARD OF COMMISSIONERS**

By:   
Glynn Thrift, Chairman

Attest:   
Kellie Lank, Clerk



## Exhibit E

**CANDLER COUNTY  
MANUFACTURED HOME AND TINY HOUSE  
PARK ORDINANCE**

**ARTICLE ONE  
GENERAL**

**1.1 Title.** This Ordinance shall be known as and may be cited as the “Manufactured Home and Tiny Home Park Ordinance”

**1.2 Authority and Jurisdiction. Whereas,** consistent with Georgia Law, the Candler County Board of Commissioners has the authority to establish by ordinance or resolution such local rules and regulations, not in conflict with existing State or Federal Law, relating to the health, safety, and welfare of the public.

**1.3 Purpose.** The public health, safety, economy, good order, appearance, convenience, morals and general welfare require the harmonious, orderly and progressive development of land within Candler County, Georgia. In furtherance of the general intent of this Ordinance, the regulation of land development is authorized for the following purposes amongst others:

- (a) To encourage economically sound and stable land development;
- (b) To prevent the overcrowding of land and promote desirable living conditions;
- (c) To assure the timely provision of required streets, utilities and other facilities and services to land development;
- (d) To assure the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, in land developments; and
- (e) To assure, in general, the wise and timely development of new areas, in harmony with the comprehensive plan of Candler County.

**Now therefore be it resolved** that the following rules and regulations are hereby adopted. These regulations shall apply to all unincorporated land located within the boundaries of Candler County, Georgia.



## ARTICLE TWO GENERAL PROVISIONS

### 2.1 Definitions.

**2.1.1** Accessory Use: A structure or use that is incidental and subordinate to and serves the principal structure or use located on the same lot, parcel or tract.

**2.1.2** Industrialized Building: Any structure or component thereof, which is, wholly or in substantial part, made, fabricated, formed, or assembled in manufacturing facilities for installation or assembly and installation on a building site and has been manufactured in such a manner that all parts or processes cannot be inspected at the installation site without disassembly, damage to, or destruction thereof; and which bears the insignia of approval issued the commissioner of the department of community affairs.

**2.1.3** Manufactured Home: A dwelling unit fabricated in an off-site facility for installation or assembly at the building site, bearing a label certifying it is constructed in compliance with the National Manufactured Housing Construction and Safety Standards Act of 1974, and amended, 42 U.S.C 5401 et seq. (the HUD Code, which became effective on June 15, 1976). All manufactured homes must be installed in accordance with O.C.G.A. § 8-2-160 et seq., and "Candler County Manufactured Home Ordinance". If located within a manufactured home park, a manufactured home must be installed in accordance with O.C.G.A. § 8-2-160 et seq., "Candler County Manufactured Home Ordinance" and "Candler County Mobile Home Park Ordinance".

(1) Manufactured homes are not permitted to be used as storage buildings.

(2) In R-1, R-22 districts, a manufactured home must have a heated floor space of at least 800 square feet and be comparable with conventional construction which may be permitted in the same general area, or existing development, or proposed development in the same zoning classification or area, or as set forth in the comprehensive plan of the county.

(3) One parcel or contiguous parcels of land under single ownership which has been planned and improved for the placement of more than one manufactured home for residential occupancy shall be considered a Manufactured Home Park and placed in a Manufactured Home Park (MHP) zoning district.

**2.1.4** Manufactured Home (Small): A small manufactured home with a heated floor

ranging from 400 square feet to 600 square feet. "Manufactured home (small)" is prohibited unless approved by the Candler County Board of Commissioners.

- 2.1.5** Manufactured Home (Pre-HUD): Any manufactured home that was not constructed to the HUD Code, which was adopted in June of 1976. No permit shall be issued for a "Manufactured Home (Pre-HUD).
- 2.1.6** Manufactured Home Park. A lot used as a residential area occupied by manufactured homes and conforming to an approved development plan, with appropriate and adequate community services, recreation facilities, utilities, streets, and sidewalks provided by the developer, where the resident owns or rents the manufactured home and rents the manufactured home space. All manufactured homes located within a manufactured home park must be installed in accordance with O.C.G.A. § 8-2-160 et seq.
- 2.1.7** Manufactured Home Lot. Mobile home lot is defined as that portion of a reserved for occupancy by a single mobile home unit and its accessory building, structures and uses.
- 2.1.8** Modular Home: A factory fabricated single-family dwelling that is constructed in one (1) or more sections and complies with the definition of industrialized building.
- 2.1.9** Recreational Vehicle: A motor home, tent, trailer, or other self-contained vehicle designed or modified for recreational purposes. This type of vehicle shall not be considered as a permanent habitable space and shall not be connected to on-site sewer or water systems unless located in an authorized recreational vehicle park and campground or being used as an authorized temporary occupancy unit.
- 2.1.10** Recreational Vehicle Park: A developed campground, governed by a set of public or private management rules, that accommodates recreational vehicles on camping spaces for paying guests and which may include park-owned recreational vehicle(s) for rent. A recreational vehicle park is distinguished from a campground in that all or some of the camping sites provided recreational vehicle utility connection assemblies to enable the camping unit to connect to water, sewage disposal, electric power, telephone and sometimes cable television.
- 2.1.11** Street or Road (Arterial): Shall mean a street of exceptional continuity that is intended to carry the greater portion of through traffic from one area of the county to another. This class of roadway describes a high capacity urban road

that sits between interstate highways and collector roads on the road hierarchy in terms of traffic flow and speed. Such roadways are identified on a functional classification map from the most current version of Candler County's long-range transportation on plan as rural or urban principal arterials and rural or urban minor arterials.

- 2.1.12 Street or Road (Collector):** Shall mean those streets which are neither local streets nor arterial streets. Their local on and design are such that they are of exceptional continuity, serve as routes passing through residential areas, serve as means of moving traffic from local streets and feeding it into arterial streets.
- 2.1.13 Street or Road (Local):** Shall mean streets which provide only access to adjacent proper es and by nature of their layout serve only vehicles with either origin or destination within the area.
- 2.1.14 Tiny House:** A dwelling that is 400 square feet or less in floor area, excluding lofts, as defined in the 2018 International Residential Code, ancillary dwellings, and manufactured/mobile homes. Tiny houses shall include tiny houses built on trailers or permanent chassis or are otherwise mobile.
- 2.1.15 Tiny House Park:** A planned neighborhood of a minimum of four (4) tiny houses and a maximum of twelve (12) tiny houses. Any tiny house park shall be served by a public water and sewer system or a community water and sewer system.
- 2.1.16 Yard (Front):** The open space on a lot located between the right-of-way boundary of the abutting street and the front building line as extended to the lot lines to either side. Any yard lying between an abutting street and the building line is considered a Front Yard. For example, in the case of a corner lot which is abutted on two sides by streets, both yards abutting the streets would be Front Yards; setbacks and other development standards for Front Yards would apply to both of these yards.
- 2.1.17 Yard (Rear):** The open space located between the rear property line and the rear building line as extended to the side lot lines.
- 2.1.18 Yard (Side):** The open space located between the side property line and the side building line as extended to the front and rear lot lines.
- 2.1.19 Zoning Administrator:** One or more persons, officers or officials or his authorized representative, whom the County Manager has appointed to administer and enforce individually or collectively, the building code, subdivision, and zoning ordinances.

**ARTICLE THREE  
PROCEDURE FOR PLAT APPROVAL**

- 3.1 Approval.** No person may sell, offer for sale, lease, rent or begin construction or otherwise begin the physical development of a lot in a mobile home park until written approval for plans of water supply and sewage disposal in the park has been issued from the County Board of Health. This approval constitutes general acceptance of all lots for development with on-site management sewage systems.
- 3.2 Pre-Development Review.** It is recommended that developers considering mobile home park development where public or community sewage treatment systems will not be available seek a pre-development review by the County Board of Health. A pre-development report which indicates disapproval or tentative approval may be obtained by submitting a boundary plat including a vicinity map, a topographic map, and a soil map and soil descriptions based on high intensity soil study conducted in compliance with the Department's Manual for *On-Site Sewage Management Systems*.
- 3.3 Proposal and Plans Required.** The following information is required for Manufacture House and Tiny House Park proposals:
- (a) Boundary plat drawn to a reasonable care which includes:
    - (1) Vicinity map at a scale not less than one inch equals one mile showing the relationship of the proposed development to surrounding development;
    - (2) Proposed lots and streets including lot identification, dimensions, buildings lines and square footage of lots;
    - (3) A topographic map depicted in two foot (2') contour intervals. Additional contour intervals may be required by the County Board of Health.
    - (4) A soil map and soil descriptions based on high intensity soil study, Level III, conducted in compliance with the Manual for On-Site Management Systems;
    - (5) The location of all present and proposed wells, water systems, water courses, flood plains, sewage systems, structures, right of ways, utilities, storm water drainage systems, proposed road and street construction, grating and disturbance plans, setbacks, and easement on the property and within one hundred feet (100') outside the perimeter of the property;
    - (6) The name, registration number and seal of the professional surveyor or

- engineer that prepared the development plan;
- (7) Proposed name of the development;
  - (8) Name(s) of owner(s) of record;
  - (9) Name of development, date, north arrow, and graphic scale;
  - (10) All names and addresses, as listed by the county assessor, of all owners of the land adjacent to the site and location of those property lines;
  - (11) In case of a resubdivision, a copy of the existing plat with proposed resubdivision superimposed thereon;
  - (12) Locations of buildings that are to be subdivided; and
  - (13) Location of city limit lines and county lines.
- (b) A completed Subdivision Analysis Record on forms provided by the Georgia Department of Human Resources.
- (c) A copy of the following documents issued by the Environmental Protection Division of the Department of Natural Resources:
- (1) The land disturbance activity permit issued by the Environmental Protection Division, or by a governing authority of the applicable county or municipality certified by the director of the Environmental Protection Division pursuant to Official Code of Georgia Annotated Section 12-7-8(a); and
  - (2) A letter of approval to begin construction of a public water supply system and approving the source of the water supply where a public water supply system is to be utilized.
- (d) A copy of the recorded deed vesting title in the owner(s).
- (e) The following signed certificates shall appear on the Final Development Plan which is submitted to the Planning Commission by the Developer.
- (1) *Certificate of Accuracy*: "I hereby certify that this Development Plan is a true, correct and accurate survey as required by the Candler County Subdivision and Mobile Home Park Ordinance; and was prepared from an actual survey of hte property made by me or under my supervision, that all monuments shown have been located placed to the specifications set forth in said regulations."

By: \_\_\_\_\_ (Registered Land Surveyor)

(SEAL)

Registered Land Surveyor No. \_\_\_\_\_

Date: \_\_\_\_\_

**ARTICLE FOUR  
DEVELOPMENT STANDARDS FOR MANUFACTURED HOME PARK AND  
TINY HOUSE PARK**

**4.1 All parks shall meet the following requirements:**

- (a) The minimum park size shall be five contiguous acres.
- (b) No manufactured home park or tiny house park shall be occupied by a greater number of homes than authorized in the approved plan submitted pursuant to the requirements of the Candler County Manufactured Home Ordinance or the Tiny House Ordinance. No manufactured home park or tiny house park shall be enlarged or extended unless a modification to the original plan has been approved by the planning and zoning commission.
- (c) No site permit may be issued unless the park layout has been reviewed and approved by the planning and zoning commission.
- (d) Each manufactured home or tiny house shall be provided with utility access.
- (e) If located in a flood hazard area, the following additional requirements apply for the new communities:
  - (1) Manufactured lots must be elevated on compacted fill, or on piers, so that the lowest floor of the manufactured home will be at or above two feet above base flood elevation or if base flood elevation is not determined it shall be three (3) feet above the adjacent property or crown of the road whichever is higher.
  - (2) Surface drainage must be adequate and a hauler must provide for easy access.
  - (3) When elevated on piers, lots must be large enough to permit steps: pier foundations must be placed on stable soil no more than ten feet apart and steel reinforcement must be provided for piers more than six feet high.
  - (4) Existing manufactured home parks which are located in flood hazard areas must take the following actions: install ground anchors and tie downs as provided by law, notify each purchaser, renter or lessee that the manufactured home is located in a flood hazard area, prepare an evacuation plan to be used in case of flood and file it with disaster preparedness authorities in the public safety division.

**ARTICLE FIVE  
INFRASTRUCTURE REQUIREMENTS FOR MANUFACTURED HOME PARK**

- 5.1 Water Supply.** An adequate, safe and portable supply of water shall be provided for the manufactured home. The source of the water shall be through a community water system. The construction drawings shall be prepared by an engineer licensed in the State of Georgia. Water mains shall provide a minimum flow of water of 500 gallons

per minute for four minutes or 250 gallons per minute for two hours at the furthest point from the tank. Fire hydrants shall be provided at distances not greater than 1,000 feet from the most distant manufactured home. The water main may be located in the right-of-way but may not be located under the pavement. Water lines one inch in size shall be stubbed out to each lot before the street is surfaced. The water system shall be permitted community water system as required by the State of Georgia Safe Water Drinking Act. An approved, signed copy from the Environmental Protection Division of the water system plans must be submitted prior to final approval. A letter of certification is required from a licensed engineer stating the water system has been installed according to the plans and that it meets the water flow stated above.

- 5.2 **Electrical equipment and installation.** Lot/sites shall have all equipment and installations designed, constructed and maintained in compliance with the state standard code.
- 5.3 **Natural gas.** Gas lines will not be allowed in a right-of-way.
- 5.4 **Sewage Disposal Systems.** An adequate and sewage system shall be provided and maintained in the manufactured housing park with a sewer connection to each housing unit. The Public Health Department shall approve all sewage system and/or septic tank types and installation. The park owner shall properly maintain sewer distribution lines and/or septic tanks in good working order.
- 5.5 **Sanitary Sewage.** If a sanitary sewer is installed in a development, sanitary sewers shall be installed to the plans and specifications approved by and in accordance with the rules and administrative regulations of the Candler County Health Department. When the sewer line is located in a street right-of-way and it will be necessary to cut into the street surface to serve the abutting lots, a connection shall be stubbed-out of the property line to serve each lot prior to surfacing the street.
- 5.6 **Soil.** The governing authority shall not approve a development where the soil conditions have been determined not suitable for development by the Candler County Health Department pursuant to local, state, and federal laws, regulations and standards.
- 5.7 **Topsoil.** Topsoil shall not be removed from lots or used as spoil, but shall be redistributed so as to provide at least six inches to cover on the lots and at least four inches of cover between sidewalks and curbs, and shall be stabilized by seeding or planting.
- 5.8 **Health, Safety, and Welfare.** In approving a Development Plan, the governing authority may attach additional conditions to protect the health, safety and welfare of both the occupants of the subdivision and mobile home park development and the

occupants of the surrounding properties.

- 5.9 Lot/Site Drainage.** The ground surface shall be graded and equipped to drain all surface or storm water in a safe, efficient manner.
- 5.10 Storm drainage.** An adequate drainage system, including necessary open ditches, pipes, culverts, storm sewers, intersectional drains, drop inlets, bridges and other necessary appurtenances shall be installed by the developer according to plans and specifications approved by the county engineer prior to county approval.
- 5.11 Curb and gutters.** If concrete curbs or paved valley type gutters are required, they shall be installed in accordance with plans and specifications prepared by an engineer, registered surveyor or architect, and approved by the county engineer or the board of commissioners or its designee.
- 5.12 Street grading and surfacing.** Street grading, base preparation, and surfacing shall be carried out by the developer according to plans and specifications approved by the county.
- 5.13 Street name signs.** Street name signs shall be installed at all intersections within a development. The location and design shall be approved by the board of commissioners or its designee.
- 5.14 Entrances.** The entrance and exit street(s) shall be designed to provide safe and convenient access between the public street and the community interior street system. At the sketch plan stage, the planning and zoning commission may limit the number of entrances, driveways, or curb cuts. At the preliminary and final plat stages, the zoning official shall coordinate with the county manager, county engineer, and public safety director with respect to entrances, driveways, or curb cuts. Design standards on county or state roads shall be consistent with all state, federal, and local laws and applicable ordinances, including the Georgia Department of Transportation Rules and all amendments or revisions in effect as of the date of the preliminary plat approval. At the sketch plan stage, the planning and zoning commission may consider safety as well as require available alternatives for reducing or increasing the number of entrances, driveways or curb cuts.
- 5.15 Identification signs.** An identification sign, including the name of the manufactured home park, and the name of the owner/manager or another designated individual who can act for the owner/ manager, measuring not less than ten square feet, and no more than 16 square feet, shall be placed on private property, close to the entrance of the park and readily visible from both directions of the public right-of-way. Signs may be located within the setback area. Signs shall not exceed a combined total of 150 square feet per park. The signs must be illuminated from dusk until dawn.



- 5.16 Fencing.** A six-foot high opaque fence shall be erected along all property lines which abut a residential district.
- 5.17 Lot Identification.** Each manufactured home lot shall be clearly defined by means of concrete, steel, or iron pipe markers placed at all comers. Lot identification numbers must be clearly visible from the lot to the road accessing it.
- 5.18 Sidewalks and driveways.** Sidewalks, walkways, driveways, parking spaces, roads, streets and similar areas on private property shall be kept in proper state of repair and maintained free from hazardous conditions.
- 5.19 Street System:**
- (a) In all developments, regardless of size, paving will be required for all streets, including private streets, within the development. All roads inside the development must be paved with either concrete or asphalt approved by the county engineer and zoning official.
  - (b) There shall be a minimum of 20 feet totally unobstructed between the center of any two-way roadway and any manufactured home or accessory building.
  - (c) There shall be a minimum of 15 feet totally unobstructed between the center of any one-way roadway and any manufactured home or accessory building.
  - (d) No access roadway shall be located closer than 150 feet to any public street intersection.
  - (e) Parks with less than 100 feet frontage are only allowed one combination ingress and egress road.
  - (f) Roadway intersections within the manufactured home park shall be at least 150 feet apart.
  - (g) All dead-end roadways shall terminate in a cul-de-sac with adequate turn-around room (must be approved by the county engineer).
  - (h) Each site shall be accessible from abutting streets for all essential and emergency uses by vehicular equipment, including equipment used by public protective agencies (i.e., fire, police, ambulance services).
  - (i) Traffic control signs (i.e., stop, yield, and speed limit), shall be placed throughout the community where necessary.
  - (j) Each street shall have a permanent sign installed with a designated name or number identifying each street. (All street names must be approved by E911 prior to naming the streets).
  - (k) Maintenance of streets and parking areas shall be the responsibility of the operator/manager of the manufactured home park; and the same shall be maintained in a condition suitable for emergency vehicle ingress and egress.
  - (l) Any paved road and paved road system created for a mobile home park shall be privately maintained.

**5.20 Paved parking:**

- (a) Off-street parking areas or on-street parking lanes shall be provided for the use of park occupants and guests.
- (b) Each lot/site shall have a minimum of 400 square feet of parking to accommodate two automobiles. The 400 feet shall not be considered a portion of the required lot size for manufactured homes. A minimum of two paved parking spaces shall be provided for each manufactured home. Parking spaces shall be within 30 feet of the manufactured home. All parking spaces within a manufactured home community must also be paved with either concrete or asphalt approved by the county engineer and zoning official. Paved parking is not required for a travel trailer park or campground.
- (c) Driveways shall have a minimum width of ten feet.
- (d) All off-street parking areas shall have direct access to an interior street. A direct driveway access shall not be permitted between the manufactured home lot and any exterior street.

#### **5.21 Setbacks:**

- (a) The following minimum dimension requirements for a Manufactured Home Park shall apply to each individual lot:
  - 1) Front Yard: arterial: 40'; Collector: 40'; and Local 40';
  - 2) Side Yard: 20';
  - 3) Rear Yard: 20';
  - 4) Minimum Street Frontage 60 feet;
  - 5) Maximum Building Hight 35 feet; and
  - 6) Minimum lot width in feet 100.

#### **5.22 Lot Specifications.**

- (a) All manufactured home shall front upon a roadway.
- (b) A manufactured home shall not cover more than 35 percent of the lot on which it stands.
- (c) There shall be no storage or liquid or gas fuels within a manufactured home park, except as authorized by the local fire department or its authorized representative.
- (d) No pets shall be sheltered in the crawl space under the manufactured home.
- (e) Every manufactured home shall be numbered by a means to provide ready visibility from a roadway with three inches in height numbering made of a durable, clearly visible material and shall contrast with the color of the manufactured home. The numbering shall be placed next to the roadway, not more than ten feet away from the road access for the manufactured home park.

#### **5.23 Accessory Structures.** All accessory buildings shall be located in the rear or side yard only. No accessory building shall be located closing than 12 feet from the manufactured home or closer than ten feet from the side or rear lot lines.

- 5.24 Owner Responsibilities.** Any manufactured home park owner that allows the placement of a manufactured home without a permit being issued shall be in violation of this ordinance. Such violation can result in a citation being issued to be heard in the Magistrate Court of Candler County.
- 5.25 Owner and/or Occupant Responsibilities.** The owner and/or occupant of the property shall maintain all structures and properties in compliance with the requirements in Candler County's Manufactured Home Ordinance, general safety and aesthetic standards, except as otherwise provided for. A person shall not occupy as owner-occupant or permit another person to occupy premises which does not comply with the requirements of these standards.

**ARTICLE SIX  
GENERAL REQUIREMENTS FOR  
ON-SITE SEWAGE MANAGEMENT SYSTEM**

- 6.1** If public or community sewage treatment systems are not available, the owner of a building, residence, or property that is designed or intended for human occupancy or congregation shall provide an approved on-site sewage management system sufficient for the number of persons normally expected to use or frequent the building, residence or other property for two hours or more.
- (a) Connection shall be made to a public or community sewage treatment system if such system is available within two hundred feet (200') of the property line, or available in a public right of way abutting the property.
- 6.2** Limits on the use of On-Site Sewage Management Systems for Subdivision and Mobile Home Parks. Approval of subdivision and mobile home parks utilizing on-site sewage management systems is subject to the following conditions:
- (a) No public or community sewage system is available within five hundred feet (500') of the subdivision or mobile home park;
- (b) Soil maps, description, and reports compiled by a registered Soil Classifier indicate no soil conditions that would prohibit safe development of on-site sewage management systems;
- (c) If a public water supply system is to be built and utilized, receipt of a letter(s) from the Environment Protection Division approving the plans to construct the public water supply system, and approving the source of the water supply.
- 6.3** No personal may begin the physical development of a lot or structure where an on-site sewage management system will be utilized, nor install an on-site sewage management system or component thereof, without having first obtained from the County Health Department a construction permit for the installation of an onsite sewage management system.

**ARTICLE SEVEN**  
**DEVELOPMENT STANDARDS FOR MANUFACTURED HOME PARK AND**  
**TINY HOUSE PARK**

- 7.1 No tiny house may be erected or installed without prior approval and shall meet all requirements of the State's building codes. No tiny house may be erected or installed without a conditional use permit.
- 7.2 A tiny house may be used as a principal dwelling with a Conditional Use Permit in the AG-3, MHP Zoning districts, or as an accessory dwelling unit with a Conditional Use Permit and shall meet all development standards within the zoning district.
- 7.3 A site-built and prefabricated tiny house shall meet the design standards for single-family residential except for the minimum dimensional requirements or required garage if having no more than one (1) dedicated sleeping area. A manufactured tiny home shall meet HUD and other industry requirements.
- 7.4 To obtain approval for the construction or installation of a tiny house, the applicant shall provide the following information to the Zoning Administrator:
- (a) One copy of typical specifications for proposed structures, including a description of design characteristics and material.
  - (b) Certification that the tiny house meets all applicable codes for the site-built residential or manufactured home.
  - (c) If the applicant is not the site owner, written notarized authorization from the site owner for the application.
  - (d) An analysis showing the potential visual and aesthetics impacts on adjacent properties.
  - (e) Additional information required by the Zoning Administrator for a determination that all applicable zoning regulations are met.
- 7.5 Construction plans shall meet all applicable building codes and be required to be placed on a permanent foundation and hooked up to an approved sewage disposal system, potable water service and electrical service.
- 7.6 All light, ventilation, and life safety requirements shall be met.
- 7.7 A tiny house shall have the following:
- (a) Dedicated kitchen area with a sink, cooking appliance, refrigerator, and

- clear working space of not less than thirty (30) linear inches.
- (b) separate bathroom with a toilet, lavatory, and shower or bathtub;
- (c) a separate closet.

## ARTICLE 8 INFRASTRUCTURE REQUIREMENTS FOR TINY HOUSE PARK

### 8.1 Dimensional Requirements:

- (a) The minimum lot area per dwelling unit shall be 11,000 square feet;
- (b) The minimum lot width shall be 18 feet;
- (c) The minimum lot width shall be 50 feet;
- (d) The minimum front setback shall be 20 feet;
- (e) the minimum rear setback shall be 5 feet;
- (f) The sum of the side setbacks shall not be less than 10feet;
- (g) All homes must have porches or stoops sufficient to allow stretcher ingress and egress;
- (h) Each dwelling unit shall be provided with an area of private open space. The private open space shall contain a minimum of 200 square feet of usable space and shall be separated from the common open space with a small hedge, picket fence, or other similar visual separation.
- (i) All tiny homes shall maintain a minimum separation of 10 feet from other homes within the development. Flexible setbacks are permitted from lot boundaries to enable creative site design and to ensure the preservation of trees on site. The Zoning Administrator shall determine the appropriate setbacks with the developer during the site development review process.

**8.2 Water Supply.** An adequate, safe and portable supply of water shall be provided for the manufactured home. The source of the water shall be through a community water system. The construction drawings shall be prepared by an engineer licensed in the State of Georgia. Water mains shall provide a minimum flow of water of 500 gallons per minute for four minutes or 250 gallons per minute for two hours at the furthestmost point from the tank. Fire hydrants shall be provided at distances not greater than 1,000 feet from the most distant manufactured home. The water main may be located in the right-of-way but may not be located under the pavement. Water lines one inch in size shall be stubbed out to each lot before the street is surfaced. The water system shall be permitted community water system as required by the State of Georgia Safe Water Drinking Act. An approved, signed copy from the Environmental Protection Division of the water system plans must be submitted prior to final approval. A letter of certification is required from a licensed engineer stating the water system has been installed according to the plans and that it meets the water flow stated above.

**8.3 Electrical equipment and installation.** Lot/sites shall have all equipment and installations designed, constructed and maintained in compliance with the state

standard code.

- 8.4 Natural gas.** Gas lines will not be allowed in a right-of-way.
- 8.5 Sewage Disposal Systems.** An adequate and sewage system shall be provided and maintained in the tiny house park with a sewer connection to each housing unit. The Public Health Department shall approve all sewage system and/or septic tank types and installation. The park owner shall properly maintain sewer distribution lines and/or septic tanks in good working order.
- 8.6 Sanitary Sewage.** If a sanitary sewer is installed in a development, sanitary sewers shall be installed to the plans and specifications approved by and in accordance with the rules and administrative regulations of the Candler County Health Department. When the sewer line is located in a street right-of-way and it will be necessary to cut into the street surface to serve the abutting lots, a connection shall be stubbed-out of the property line to serve each lot prior to surfacing the street.
- 8.7 Soil.** The governing authority shall not approve a development where the soil conditions have been determined not suitable for development by the Candler County Health Department pursuant to local, state, and federal laws, regulations and standards.
- 8.8 Topsoil.** Topsoil shall not be removed from lots or used as spoil, but shall be redistributed so as to provide at least six inches to cover on the lots and at least four inches of cover between sidewalks and curbs, and shall be stabilized by seeding or planting.
- 8.9 Health, Safety, and Welfare.** In approving a Development Plan, the governing authority may attach additional conditions to protect the health, safety and welfare of both the occupants of the subdivision and mobile home park development and the occupants of the surrounding properties.
- 8.10 Lot/Site Drainage.** The ground surface shall be graded and equipped to drain all surface or storm water in a safe, efficient manner.
- 8.11 Storm drainage.** An adequate drainage system, including necessary open ditches, pipes, culverts, storm sewers, intersectional drains, drop inlets, bridges and other necessary appurtenances shall be installed by the developer according to plans and specifications approved by the county engineer prior to county approval.
- 8.12 Curb and gutters.** If concrete curbs or paved valley type gutters are required, they shall be installed in accordance with plans and specifications prepared by an engineer, registered surveyor or architect, and approved by the county engineer or the board of

- (a) In all developments, regardless of size, paving will be required for all streets, including private streets, within the development. All roads inside the development must be paved with either concrete or asphalt approved by the county engineer and zoning official.
- (b) There shall be a minimum of 20 feet totally unobstructed between the center of any two-way roadway and any manufactured home or accessory building.
- (c) There shall be a minimum of 15 feet totally unobstructed between the center of any one-way roadway and any manufactured home or accessory building.
- (d) No access roadway shall be located closer than 150 feet to any public street intersection.
- (e) Parks with less than 100 feet frontage are only allowed one combination ingress and egress road.
- (f) Roadway intersections within the manufactured home park shall be at least 150 feet apart.
- (g) All dead-end roadways shall terminate in a cul-de-sac with adequate turn-around room (must be approved by the county engineer).
- (h) Each site shall be accessible from abutting streets for all essential and emergency uses by vehicular equipment, including equipment used by public protective agencies (i.e., fire, police, ambulance services).
- (i) Traffic control signs (i.e., stop, yield, and speed limit), shall be placed throughout the community where necessary.
- (j) Each street shall have a permanent sign installed with a designated name or number identifying each street. (All street names must be approved by E911 prior to naming the streets).
- (k) Maintenance of streets and parking areas shall be the responsibility of the operator/manager of the manufactured home park; and the same shall be maintained in a condition suitable for emergency vehicle ingress and egress.
- (l) Any paved road and paved road system created for a mobile home park shall be privately maintained.

#### **8.21 Paved parking:**

- (a) Off-street parking areas or on-street parking lanes shall be provided for the use of park occupants and guests.
- (b) Each lot/site shall have a minimum of 400 square feet of parking to accommodate two automobiles. The 400 feet shall not be considered a portion of the required lot size for manufactured homes. A minimum of two paved parking spaces shall be provided for each manufactured home. Parking spaces shall be within 30 feet of the manufactured home. All parking spaces within a manufactured home community must also be paved with either concrete or asphalt approved by the county engineer and zoning official. Paved parking is not required for a travel trailer park or campground.
- (c) Driveways shall have a minimum width of ten feet.
- (d) All off-street parking areas shall have direct access to an interior street. A

commissioners or its designee.

- 8.13 Street grading and surfacing.** Street grading, base preparation, and surfacing shall be carried out by the developer according to plans and specifications approved by the county.
- 8.14 Street name signs.** Street name signs shall be installed at all intersections within a development. The location and design shall be approved by the board of commissioners or its designee.
- 8.15 Entrances.** The entrance and exit street(s) shall be designed to provide safe and convenient access between the public street and the community interior street system. At the sketch plan stage, the planning and zoning commission may limit the number of entrances, driveways, or curb cuts. At the preliminary and final plat stages, the zoning official shall coordinate with the county manager, county engineer, and public safety director with respect to entrances, driveways, or curb cuts. Design standards on county or state roads shall be consistent with all state, federal, and local laws and applicable ordinances, including the Georgia Department of Transportation Rules and all amendments or revisions in effect as of the date of the preliminary plat approval. At the sketch plan stage, the planning and zoning commission may consider safety as well as require available alternatives for reducing or increasing the number of entrances, driveways or curb cuts.
- 8.16 Identification signs.** An identification sign, including the name of the manufactured home park, and the name of the owner/manager or another designated individual who can act for the owner/ manager, measuring not less than ten square feet, and no more than 16 square feet, shall be placed on private property, close to the entrance of the park and readily visible from both directions of the public right-of-way. Signs may be located within the setback area. Signs shall not exceed a combined total of 150 square feet per park. The signs must be illuminated from dusk until dawn.
- 8.17 Fencing.** A six-foot high opaque fence shall be erected along all property lines which abut a residential district.
- 8.18 Lot Identification.** Each manufactured home lot shall be clearly defined by means of concrete, steel, or iron pipe markers placed at all comers. Lot identification numbers must be clearly visible from the lot to the road accessing it.
- 8.19 Sidewalks and driveways.** Sidewalks, walkways, driveways, parking spaces, roads, streets and similar areas on private property shall be kept in proper state of repair and maintained free from hazardous conditions.
- 8.20 Street System:**



direct driveway access shall not be permitted between the manufactured home lot and any exterior street.

**8.22 Lot Specifications.**

- (a) All manufactured home shall front upon a roadway.
- (b) A manufactured home shall not cover more than 35 percent of the lot on which it stands.
- (c) There shall be no storage or liquid or gas fuels within a Tiny House park, except as authorized by the local fire department or its authorized representative.
- (d) No pets shall be sheltered in the crawl space under the Tiny House.
- (e) Every Tiny House shall be numbered by a means to provide ready visibility from a roadway with three inches in height numbering made of a durable, clearly visible material and shall contrast with the color of the manufactured home. The numbering shall be placed next to the roadway, not more than ten feet away from the road access for the Tiny House park.

**8.23 Accessory Structures.** All accessory buildings shall be located in the rear or side yard only. No accessory building shall be located closer than 10 feet from the Tiny House or closer than ten feet from the side or rear lot lines.

**8.24 Owner Responsibilities.** Any manufactured home park owner that allows the placement of a manufactured home without a permit being issued shall be in violation of this ordinance. Such violation can result in a citation being issued to be heard in the Magistrate Court of Candler County.

**8.25 Owner and/or Occupant Responsibilities.** The owner and/or occupant of the property shall maintain all structures and properties in compliance with the requirements in Candler County's Tiny House Ordinance, general safety and aesthetic standards, except as otherwise provided for. A person shall not occupy as owner-occupant or permit another person to occupy premises which does not comply with the requirements of these standards.

## ARTICLE 9

### INFRASTRUCTURE REQUIREMENTS FOR COMBINATION PARKS

- 9.1** Combination mobile home and tiny house parks shall be developed as though both the mobile home park portion and the tiny house park portion were separate undertakings.
- 9.2** Both the manufactured home park portion and tiny house park portion shall fully comply with the regulations applicable to their particular development as provided herein, except that a tiny house park developed in combination with a manufactured house park shall not be located jointly with or share a common access to any public

street with any use other than the manufactured house park. Although both parks may share common facilities such as a park water and sewerage system, recreational areas and street system, the combined facilities shall not be less than required by each park.

## ARTICLE TEN APPEALS PROCESS

- 10.1 Authority.** The Board of Commissioners shall hear and decide upon appeals where it is alleged that there is error in any requirement, determination or decision made by the County Administrator.
- 10.2 Appeal Process.** An appellant must file an appeal with the County Clerk in writing within ten (10) days of learning of a requirement, determination, or decision. The appeal shall contain a statement describing what is being appealed. The County Administrator will notify the appellant of the time, date and place of hearing.
- 10.3 Presentation of Evidence.** The County Administrator and the appeal shall be entitled to present evidence on the matter before the Board of Commissioners.
- 10.4 Decision.** The Board of Commissioners shall render its decision during the meeting at which the appeal is considered; however, by majority vote, the Board may continue the meeting until a time certain within ten (10) days. Decisions of the Board of Commissioners shall be final.

## ARTICLE ELEVEN PENALTIES

- 11.1 Violations of Ordinance.** A violation of this Ordinance shall be a misdemeanor offense and shall be punished by a fine not to exceed \$1,000 and/or imprisonment of not more than twelve (12) months. After any Developer, person or entity has been notified by the governing authority or its designee that such person or entity is in violation of this Ordinance, each day of continued violation shall constitute a separate offense punishable by like fine. In addition to or in lieu of the foregoing, the governing authority may, whether by legal process or otherwise, seek to enjoin, correct and/or abate any violation of this ordinance.
- 11.2 Compliance.** If the governing authority determines that certain improvements to a subdivision or mobile home park development do not comply with the approved Final Development Plan or any other provisions of this Ordinance, the Developer or owner shall be deemed in violation of this Ordinance, and upon demand of the Board of Commissioners, shall immediately correct any deficiencies as required by the governing authority.

**ARTICLE TWELVE  
LEGAL STATUS PROVISIONS**

- 12.1 Conflict.** In so far as the provisions of this Ordinance are inconsistent with the provisions or any other local laws, the provisions of this Ordinance shall control. Insofar as the provisions of the Ordinance are inconsistent with provisions of any State or Federal Law shall control.
- 12.2 Severability.** Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid such decisions shall not affect the validity of the Ordinance as a whole, or any part thereof other than the part declared to be unconstitutional or invalid.
- 12.3 Repeal of Conflicting Ordinances.** Any and all ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.
- 12.4 Effective Date** This ordinance shall be in full force and effect upon adoption by the Candler County Board of Commissioners.

Adopted, approved and enacted this \_\_\_ day of March, 2024, at the called Meeting of the Board of Commissioners of Candler County.

**CANDLER COUNTY BOARD OF COMMISSIONERS**

By: *Glynn Thrift*  
Glynn Thrift, Chairman

Attest: *Kellie Lank*  
Kellie Lank, Clerk



## Exhibit F

**CANDLER COUNTY  
TINY HOUSE ORDINANCE  
ARTICLE ONE  
GENERAL**

**1.1 Title.** This Ordinance shall be known as and may be cited as the "Tiny House Ordinance"

**1.2 Authority and Jurisdiction.** Whereas, consistent with Georgia Law, the Candler County Board of Commissioners has the authority to establish by ordinance or resolution such local rules and regulations, not in conflict with existing State or Federal Law, relating to the health, safety, and welfare of the public.

**1.3 Purpose.** The public health, safety, economy, good order, appearance, convenience, morals and general welfare require the harmonious, orderly and progressive development of land within Candler County, Georgia. In furtherance of the general intent of this Ordinance, the regulation of land development is authorized for the following purposes amongst others:

- (a) To encourage economically sound and stable land development;
- (b) To prevent the overcrowding of land and promote desirable living conditions;
- (c) To assure the timely provision of required streets, utilities and other facilities and services to land development;
- (d) To assure the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, in land developments; and
- (e) To assure, in general, the wise and timely development of new areas, in harmony with the comprehensive plan of Candler County.

**Now therefore be it resolved** that the following rules and regulations are hereby adopted. These regulations shall apply to all unincorporated land located within the boundaries of Candler County, Georgia.

## ARTICLE TWO GENERAL PROVISIONS

### 2.1 Definitions.

- 2.1.1** Prefabricated home. A general term used to describe any home constructed in a factor setting including manufactured homes, modular homes, and industrialized homes.
- 2.1.2** Site-Built Residential Dwelling (Stick-Built). Residential buildings or structures that are built on the construction site and not designed or intended to be moved or relocated. Site-Built dwellings shall meet the following codes: International Residential Code (IRC), with Georgia Amendments; International Plumbing Codes (IPC), with Georgia Amendments; International Energy Efficiency Code (IECC) with Georgia Amendments; and the National Electrical Code (NEC
- 2.1.3** Tiny House: A dwelling that is 400 square feet or less in floor area, excluding lofts, as defined in the 2018 International Residential Code, ancillary dwellings, and manufactured/mobile homes. Tiny houses shall include tiny houses built on trailers or permanent chassis or are otherwise mobile
- 2.1.4** Zoning Administrator. One or more persons, officers or officials or his authorized representative, whom the County Manager has appointed to administer and enforce individually or collectively, the building code, subdivision, or zoning ordinances.

## ARTICLE THREE APPLICABILITY

- 3.1** This ordinance shall apply to any tiny houses installed, constructed, or modified after the effective date of this Ordinance.
- 3.2** All tiny houses shall be designed, erected, and installed by following applicable locate, State, and Federal Codes, regulations, and standards.
- 3.3** No tiny house may be erected, constructed or installed without a conditional use permit or permitted use permit.
- 3.4** A Tiny House may be used as a principal dwelling with a Conditional Use Permit in the AG3 zoning district, or as an accessory dwelling unit with a Conditional Use Permit and shall meet all development standards within that zoning district.

- 3.5 To obtain approval for the construction or installation of a tiny house, the applicant shall provide the following information to the Zoning Administrator:
- (a) one copy of typical specifications for proposed structures, including a description of design characteristics and material.
  - (b) Certification that tiny house meets all applicable codes for the site-building residential or manufactured home.
  - (c) If the applicant is not the site owner, written notarized authorization from the site owner for the application.
  - (d) An analysis showing the potential visual and aesthetic impacts on adjacent properties.
  - (e) Additional information showing the potential visual and aesthetic impacts on adjacent properties.
  - (f) Additional information required by the Zoning-Administrator for a determination that all applicable zoning regulations are met.

#### **ARTICLE FOUR STANDARDS FOR TINY HOUSES**

- 4.1 A site-built and prefabricated tiny house must meet the design standards for single-family residential except for the minimum dimensional requirements or required garage if having no more than one (1) dedicated sleeping area. A manufactured tiny house shall meet HUD and other industry requirements.
- 4.2 Dimension requirements:
- (a) A tiny house shall have a minimum lot area of 11,000 square feet.
  - (b) The minimum lot width shall be 18 feet.
  - (c) The minimum lot depth shall be 50 feet.
  - (d) The minimum front set back shall be 20 feet.
  - (e) The minimum rear setback shall be 5 feet.
  - (f) The sum of the side setbacks shall be no less than 10 feet.

- (g) All tiny houses shall have front porches or stoops, sufficient to allow stretcher ingress and egress.
- (h) Each dwelling unit shall be provided with an area of private open space. The private open space shall contain a minimum of 200 feet square feet of usable space and shall be separated from the common open space with a small hedge, picket fence, or other similar visual separation.
- (i) All tiny houses shall maintain a separation of 10 feet from other structures.

4.3 A tiny house shall have the following:

- (a) Dedicated kitchen area with a sink, cooking appliance, refrigerator, and clear working space of not less than thirty (30) linear inches;
- (b) separate bathroom with a toilet, lavatory, and a shower or bathtub; and
- (c) a separate closet.

4.4 Construction plans shall meet all applicable building codes and be required to be placed on a permanent foundation and hooked up to an approved sewage disposal system, potable water service, and electrical service.

4.5 All light, ventilation, and life safety requirements shall be met.

## ARTICLE FIVE APPEALS PROCESS

5.1 **Authority.** The Board of Commissioners shall hear and decide upon appeals where it is alleged that there is error in any requirement, determination or decision made by the County Administrator.

5.2 **Appeal Process.** An appellant must file an appeal with the County Clerk in writing within ten (10) days of learning of a requirement, determination, or decision. The appeal shall contain a statement describing what is being appealed. The County Administrator will notify the appellant of the time, date and place of hearing.

5.3 **Presentation of Evidence.** The County Administrator and the appeal shall be entitled to present evidence on the matter before the Board of Commissioners.

- 5.4 **Decision.** The Board of Commissioners shall render its decision during the meeting at which the appeal is considered; however, by majority vote, the Board may continue the meeting until a time certain within ten (10) days. Decisions of the Board of Commissioners shall be final.

#### **ARTICLE SIX PENALTIES**

- 6.1 **Violations of Ordinance.** A violation of this Ordinance shall be a misdemeanor offense and shall be punished by a fine not to exceed \$1,000 and/or imprisonment of not more than twelve (12) months. After any person or entity has been notified by the governing authority or its designee that such person or entity is in violation of this Ordinance, each day of continued violation shall constitute a separate offense punishable by like fine. In addition to or in lieu of the foregoing, the governing authority may, whether by legal process or otherwise, seek to enjoin, correct and/or abate any violation of this ordinance.

#### **ARTICLE SEVEN LEGAL STATUS PROVISIONS**


- 7.1 **Conflict.** In so far as the provisions of this Ordinance are inconsistent with the provisions or any other local laws, the provisions of this Ordinance shall control. Insofar as the provisions of the Ordinance are inconsistent with provisions of any State or Federal Law shall control.
- 7.2 **Severability.** Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid such decisions shall not affect the validity of the Ordinance as a whole, or any part thereof other than the part declared to be unconstitutional or invalid.
- 7.3 **Repeal of Conflicting Ordinances.** Any and all ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.
- 7.4 **Effective Date** This ordinance shall be in full force and effect upon adoption by the Candler County Board of Commissioners.


**SIGNATURE ON FOLLOWING PAGE**



Adopted, approved and enacted this \_\_\_\_ day of March, 2024, at the called Meeting of the Board of Commissioners of Candler County.

**CANDLER COUNTY BOARD OF COMMISSIONERS**

By:   
Glynn Thrift, Chairman

Attest:  Deputy Clerk  
Kellie Lank, Clerk



**SIGNATURE PAGE**

Candler County's Tiny House Ordinance

Exhibit G

**BOARD OF COMMISSIONERS  
OF CANDLER COUNTY**Glyn Thrift  
ChairmanBryan Aasheim  
County AdministratorBlake Hendrix  
Vice-ChairmanGregory Thomas  
CommissionerJeff Register  
CommissionerDavid Robinson  
Commissioner

April 2, 2024

Georgia Department of Transportation  
Jesup District Office  
PO Box 610  
Jesup, GA 31598  
Attn: Mr. Bill Wright, Local Grants Administrator

RE: Candler County, Georgia 2024 LMIG (Supplemental) application

Mr. Wright:

The Candler County Board of commissioners is making application for the FY 2024 LMIG supplement funds totaling \$608,172.23. We have submitted the application form, application signature page and supporting documentation. We have also uploaded the engineering estimate for the selected project and add alternates as selected by the Board of Commissioners. The County has committed the required 10% match and all required additional funds from our TIA/TSPLOST discretionary funding.

It is the county's intention to supplement the existing 2023 LMIG project with these funds. The 2023 project includes \$1,514,705.10 in proposed cost. The 2023 LMIG award was \$455,397.45; requiring a 10% match of \$45,539. The county had proposed to utilize TIA discretionary funding for the remainder; however, we would now supplement the project with these funds if approved. This would allow the TIA funding to be directed to our TIA2 project on E Hiawatha St (paving).

The current status of our LMIG projects is as follows:

2021 LMIG SAP – Rosemary Church Road, safety striping, RPM's, sign replacement, 100% complete

2021 LMIG – N. Portal Hwy, level and resurface, 100% complete

1075 EAST HIAWATHA STREET, SUITE A, METTER, GEORGIA 30439  
(912) 685-2835 FAX (912) 685-4823

2022 LMIG – S. Portal Hwy, level and resurface, 95% complete with punch list items remaining for contractor to complete

2023 LMIG – Salem Church Rd, level and resurface. Project is currently in progress: Fortner Rd (complete to punch list, MacWac Lake Rd (pending), Salem Church Rd (pending).

2024 LMIG – Canoochee Rd, level and resurface. Project funding has been awarded. Project awaiting final design for bid.

If you have any questions about these projects or their status, please do not hesitate to contact me.

Regards,



Glyn Thrift  
Chairman  
Candler County Board of Commissioners

GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) APPLICATION FOR FISCAL YEAR 2024 SUPPLEMENTAL TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

I, Glyn Thrift (Name), the Chairman (Title), on behalf of Candler County Board of Commissioners (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), Immigration Sanctuary Policies; prohibition; penalties (O.C.G.A. § 36-80-23), and the Local Government Budgets and Audits Act (O.C.G.A. § 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment Act (TIA) (O.C.G.A. § 48-8-240).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a project shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

55920

E-Verify Number

[Handwritten Signature]

(Signature)

Sworn to and subscribed before me,

Glyn Thrift

(Print)

This 2nd day of April, 2024.

Mayor / Commission Chairperson

In the presence of:

4/2/2024

(Date)

NOTARY PUBLIC

[Handwritten Signature]

My Commission Expires: 1/21/28

NOTARY PUBLIC SEAL

LOCAL GOVERNMENT SEAL:



GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) APPLICATION FOR FISCAL YEAR 2024 SUPPLEMENTAL TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.

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55920

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[Handwritten Signature]

(Signature)

Sworn to and subscribed before me,

Glyn Thrift

(Print)

This 2nd day of April, 2024.

Mayor / Commission Chairperson

In the presence of:

4/2/2024

(Date)

NOTARY PUBLIC

My Commission Expires: 1/21/28

NOTARY PUBLIC SEAL

LOCAL GOVERNMENT SEAL:



Exhibit H

**Candler County Board of Commissioners**

July 1, 2024 - June 30, 2025

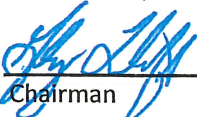
<u>Salary</u>	<u>Original</u>	<u>Amended</u>
Susannah Lanier (TRS), 4H Agent/CEC	\$ 21,740.00	
Ashleigh Geurin (TRS), FACS Agent	\$ 9,390.00	
A. Kate Duggan (TRS), CAA	\$ 14,370.00	
W. Ross Greene (TRS), ANR Agent	\$ 14,240.00	
VACANT (TRS), 4-H Educator	\$ 10,000.00	
<b>Total Salaries</b>	<b>\$ 69,740</b>	
<b>Benefits</b>		
ORP (9.24%)		
TRS (20.78%)	\$ 14,491.97	
<b>Total Benefits</b>	<b>\$ 14,492</b>	
<b>Social Security (7.65%)</b>		
<b>Total SS</b>	<b>\$ 5,335</b>	
<b>Insurance</b>		
	\$ -	
<b>Total HLO</b>	<b>\$ -</b>	
<b>Travel: (to be paid directly by county)</b>		
<b>Total Salary and Fringe</b>	<b>\$ 89,567</b>	<b>\$ -</b>

\*\*\*Totals are rounded up to the next dollar for contract billing.\*\*\*

UGA will bill quarterly for the amount of the actual expenses. All other benefits will be charged to 18171009991001.

Bill to the following name and address:  
 Candler County Board of Commissioners  
 Attn: Clara Frink, Payroll  
 1075 E. Hiawatha Street, Suite A  
 Metter, GA 30439

Contact:  
 Crystal Carter, Payroll Clerk  
 912-685-2835  
[ccarter@candlerco-ga.gov](mailto:ccarter@candlerco-ga.gov)  
[cfrink@candlerco-ga.gov](mailto:cfrink@candlerco-ga.gov)

Approved by:  
  
 \_\_\_\_\_  
 Chairman  
 Candler County Board of Commissioners

**Combo Code: 18173240011274**