



www.aikencountysc.gov

Aiken County
Planning and Development Department
1930 University Parkway, Suite 2800
Aiken, SC 29801
(803) 642-1520

APPLICATION FOR MANUFACTURED HOME PARK SITE PLAN APPROVAL

This application is to be completed in full and submitted with eleven (11) complete site plans, three (3) sets of drainage calculations, a completed NOI (Notice of Intent) form, a Traffic Impact Study and the review fee. The site plan should contain all the information described in the attached document **Conditions for Manufactured Home Park Site Plan Approval**. Naming of interior roadways and payment of fees for street signs and stop signs may also be required as approval contingencies.

Owner: _____ TEL #: _____

Address: _____

Tax Parcel Number of Development: _____

Review of the site plan may require more than 30 days. Failure to provide any of the noted information may delay approval of the site plan.*

I hereby submit the following for review and approval: (check all which are applicable)

- \$150.00 Review Fee
- Eleven Site Plans
- Three Drainage Calculations
- NOI Form
- Traffic Impact Study

Signature: _____

Date: _____

***The Aiken County Planning Commission shall be responsible for reviewing and approving development plans for manufactured home parks. Plans must be submitted to the Planning & Development Department a minimum of four (4) weeks prior to the regularly-scheduled monthly meeting of the Aiken County Planning Commission.**



CONDITIONS FOR MANUFACTURED HOME PARK SITE PLAN APPROVAL

The site plan must conform to the Aiken County Land Management Regulations Sections 3.5, 10.6 and all applicable portions of Table 11, which have been summarized as follows:

- The park site shall not be less than five (5) acres and shall have not less than 150 feet frontage on a publicly-dedicated and publicly maintained street.
- No more than six (6) manufactured homes are allowed per acre. Each lot shall be no less than 4000 square feet and 50 feet in depth. (50' X 80') Delineate the location, manufactured home lot dimensions and intended use of all manufactured homes/structures located within the park on the site plan. Delineate any designated open space on the site plan. All homes shall be installed in accord with the installation requirements of Section 19-425.39 of the South Carolina Manufactured Housing Board Regulations.
- Not less than 20 percent of the park site shall be set aside and developed for open space and recreation usage in accord with Section 5.3.3 of the Aiken County Land Management Regulations.
- No accessory structure shall be erected within five (5) feet of any manufactured home or within twenty (20) feet of any common building.
- No manufactured homes or building/structures within a manufactured home park shall be located less than twenty (20) feet from the rear property line, ten (10) feet from the side property line, or thirty (30) feet from any road right-of-way line. Each home site shall be at least twenty-five (25) feet from any other site and at least twenty-five (25) feet from the right-of-way of any roadway providing common circulation. Delineate the setbacks on the site plan.
- In the event that the site boundary of any proposed manufactured home park abuts the property line of an existing single-family residential development, a fence, or vegetation buffer of sufficient height and density to effectively screen the view of the manufactured home park from the single-family residence must be maintained along the common property line. Planted vegetation should provide the required screen within two (2) years of the date of approval for the manufactured home park. Existing trees and other natural site features shall be preserved to the extent feasible. Bufferyards shall be provided on the perimeter of the park or court in accord with the requirements of Section 5.1 of the Aiken County Land Management Regulations.
- For space numbers, permanent street address numbers assigned by Aiken County E-911 Addressing Division shall be provided on each manufactured home space and shall be located so as to be visible from the roadway. Street address numbers shall be provided at each intersection of a driveway and the roadway.
- A minimum of two (2) off-street parking spaces shall be provided for each manufactured home. Parking may be provided at the designated space or in community parking areas. The site plan should delineate all parking spaces with one labeled as typical. The typical parking space is ten (10) feet x nineteen (19) feet.
- Interior roadways shall have a minimum travel width of sixteen (16) feet, exclusive of parking, and have unobstructed access to a public street or road. Roadside parking is discouraged; however, where roadside parking is proposed the following widths shall be provided:
 - Parallel parking, one (1) side - Roadway width of twenty-five (25) feet
 - Parallel parking, two (2) sides - Roadway width of thirty-four (34) feetDelineate the width and riding surface of all internal roadways on the site plan. Parking on roadways in the mobile

home park is prohibited.

- All manufactured home spaces shall abut upon an interior all-weather roadway of crushed stone, asphalt, concrete, or other all-weather material. Such interior roadways shall be considered private roadways, shall be maintained privately, and shall be neither deeded to nor maintained by Aiken County.
- No manufactured home shall have direct access to a public street or highway. Manufactured home lots shall have access only to an interior roadway located inside the manufactured home park. All on-site roadway intersections shall be provided with a street light.
- Storage and collection of refuse in the manufactured home park shall be provided by approved refuse containers. If individual "garbage cans" are used, they shall be fixed to prevent their being knocked over by scavenging animals, and each unit shall be furnished with a lid. If "green boxes" are used, the containers shall be surrounded by a visual screen on at least three (3) sides and located no closer than twenty (20) feet from any dwelling.
- A Development Permit shall be required to open or operate a manufactured home park; said permit may be revoked by the Development Official for any violation of Section 3.15, Section 10.6 or applicable portions of Table 11 of the Aiken County Land Management Regulations.

Additional Information that should be provided on the site plan:

- Total area and the total number of manufactured homes, both existing and proposed
- Tax Parcel Number(s)
- Proposed name and location of the manufactured home park with a vicinity map (1" = 2,000')
- Name, address, telephone number of park owner and surveyor/engineer/person preparing the site plan
- The zoning of the site, and the current land use and zoning of all adjacent properties
- Water provider, sewage disposal (plans of both which shall be approved by DHEC), and refuse disposal
- Date and scale of site plan
- Flood Statements:
 - o **If the site contains no flood hazard areas** - "Note: According to the National Flood Insurance Program maps available at this time, this property is not located in a designated flood hazard area."
 - o **If the site contains flood hazard areas** - "The areas indicated on this plat as special flood hazard areas have been identified as having at least a one (1) percent chance of being flooded in any given year by rising waters. Local regulations require that certain flood hazard protective measures be incorporated in the design and construction of structures in these designated areas. Reference shall be made to the covenants and deed restrictions of this development and requirements of the Aiken County building codes."
 - o "In addition, federal law may require mandatory purchase of flood insurance as a prerequisite to mortgage financing in these designated special flood hazard areas."

A site plan showing the above required data, and in all other respects meeting the minimum requirements for a Development Permit, shall accompany all applications to establish a manufactured home park.

Manufactured home parks also shall comply with the provisions of Section 3.14 of the Aiken County Land Management Regulations.



www.aikencountysc.gov

Aiken County
Stormwater Division
1930 University Parkway, Suite 3300
Aiken, SC 29801
(803) 642-1535

STORM WATER MANAGEMENT PERMIT APPLICATION
FOR LAND DISTURBING ACTIVITIES (NOI) ON PROJECTS LESS THAN ONE ACRE

Date: Project Description/ Site Name:

I. Project Information

Project Owner (company or person):
Permit Contact (if owner is company): Company EIN:
Mailing Address: City: State: Zip:
Phone: (Day) Cell: FAX:

II. Property Information

Site Location (street address, nearest intersection, etc.):
City/Town (if in limits): Tax Map # (list all):

III. Site Information

A. Disturbed area (to the nearest tenth of an acre): acres Total area:
B. Is this project part of a Larger Common Plan for Development or Sale (LCP)? Yes No
If yes and the total disturbed area of this project and the LCP is equal to or greater than one acre then you must apply for permit coverage under the NPDES General Permit SCR100000.
C. Start Date: (MM/DD/YYYY) Completion Date:
D. Is this NOI being submitted in response to a Notice to Comply issued by S.C. DHEC or Aiken County? Yes No
E. Type of Activity (check all that apply):
Commercial Residential: Single-family Linear (Roads, utility lines, etc.) Other:
Institutional Residential: Multi-family Site Preparation (No new impervious)
F. Are there any flooding problems downstream or adjacent to this site?

IV. Waterbody Information

A. Nearest receiving waterbody(s): Distance to this waterbody (feet):

V. Signatures and Certifications: DO NOT SIGN IN BLACK INK!

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

I hereby certify that all land-disturbing construction and associated activity pertaining to this site shall be accomplished pursuant to and in keeping with the terms and conditions of the approved plans and SCR100000. I also certify that a responsible person will be assigned to the project for day-to-day control. I hereby grant authorization to the Department of Health and Environmental Control and/or the local implementing agency the right of access to the site at all times for the purpose of on-site inspections during the course of construction and to perform maintenance inspections following the completion of the land-disturbing activity. (See Section 122.22 of S.C. Reg. 61-9 for signatory authority information.)

Printed Name of Project Owner/Operator

Signature of Project Owner/ Operator

Date

EROSION AND SEDIMENT CONTROL FOR HOME BUILDER



Erosion is a costly problem

Eroding construction sites are a leading cause of water quality problem in South Carolina. For every acre under construction, about a dump truck and a half of soil washes into a nearby lake or stream unless the contractor uses erosion controls.

Problems caused by this sediment includes:

Local Taxes or Fees- Cleaning up sediment in street, storm drains and ditches adds extra cost to county budget.

Dredging- The expense of dredging sediment from lakes, and detention ponds is a heavy burden for both the County and private property owners.

Lower property values- Neighboring property values are damaged when a lake or stream fill with sediment. Shallow areas encourage weed growth and create boating hazards.

Poor fishing- Muddy water drives away fish that rely on sight to feed. As it settles sediment smother gravel beds where fish like small mouth bass find food and lay their eggs.

Nuisance growth of weeds and algae- sediment carries fertilizer that fuel algae and weed growth.

Preserving Existing Vegetation

- Wherever possible, preserve existing trees, shrubs and other vegetation.
- To prevent root damage, do not grade, place soil piles, or park vehicles near trees marked for preservation.
- Place plastic mesh buffer/tree save barriers around trees at drip line, to protect the root area below their branches

Controlling Erosion and Sedimentation

Erosion control is important for all construction sites. The material needed are easy to find and relatively inexpensive- silt fence, stakes, rock slope drains grass seed, mulch or geo-textiles. Putting these materials to use is a straight forward process. Only a few controls are needed on most sites, however all erosion controls must be maintained daily.

- Use of a silt fence
- Use of a construction exit
- Temporary mulching / grassing
- Slope drains on all vertical slopes
- Rip rap at the outflow end of all storm drain and basins shall be installed.

Penalties

- Court imposed penalties for violations carry a maximum fine of \$1000 and/or up to 30 days in jail.

Soil piles

- Locate away from any down slope, street, driveway, stream, lake, wetland, ditch, or drainage way.
- Stabilize with mulch and /or vegetation. Temporary seed such as annual rye or winter wheat is recommended for topsoil piles.

State Water Buffers

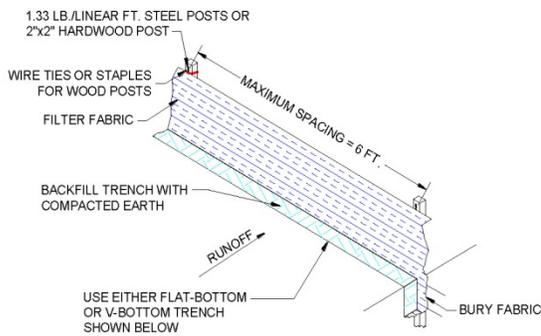
- Land disturbing (clearing, grubbing or grading) within 50 feet of the banks of **ALL** creek, streams, ponds, lakes, and wetlands must have two rows of state approved silt fence 10 feet apart with steel post spaced a maximum 6-feet centers with wire backing.

Sediment Cleanup

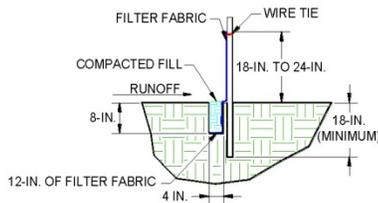
- By the end of each work day, sweep or scrape up soil tracked onto the road. Stabilize with mulch and/or vegetation on all areas at finish grade while maintaining normal erosion controls.

Silt Fence

- Install prior to land disturbance
- Install on down slope side of site parallel to contour of land.
- Extend ends up slope enough to allow water to pond behind fence.
- Bury fabric/silt fence in trench 8 inches deep with 4 inch lip.
- Leave no gaps. Overlap section of silt fence, or twist ends of silt fence together.
- Inspect and repair daily. Remove sediment if deposits reach half the fence height.
- Use 2 rows of state approved silt fence adjacent to state waters, lakes, wetlands, and streams.



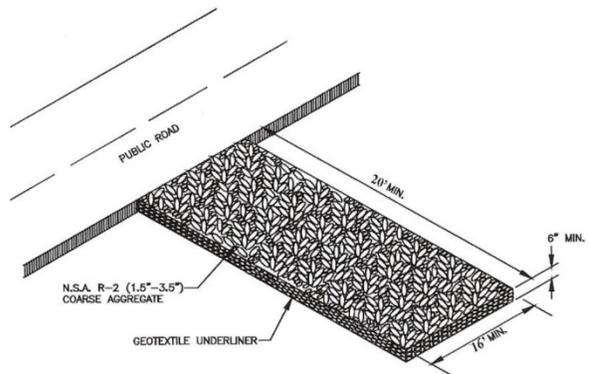
SILT FENCE INSTALLATION



FLAT-BOTTOM TRENCH DETAIL

Home Building Construction Entrance/Exist Pad

- Install a construction Entrance/Exist Pad using 1.5 to 3.5 inch diameter aggregate.
- Lay stone 6 inches thick, at least 20 feet long from the back of curb or edge of pavement, and a minimum 16 feet wide.
- Use geo-textile underliner for entire pad.
- Use to prevent tracking mud onto the road by all vehicles.
- Must be maintained daily throughout construction.



All Home Builder / Owners involved in residential construction in Aiken County must fill out and sign a Notice of Intent (NOI). This NOI is required by Aiken County and the Department of Health and Environmental Control (DHEC).



www.aikencountysc.gov

Aiken County
Planning and Development Department
1930 University Parkway, Suite 2800
Aiken, SC 29801
(803) 642-1520

PROPERTY OWNER PERMISSION AFFIDAVIT

NOTE: If the applicant is not the owner of the property, this Affidavit must be completed by the applicant and property owner, or a copy of the lease agreement must be submitted.

I, _____ have knowledge of and agree to allowing
(Property Owner Name)

_____ to use the property located at:
(Applicant Name)

(Street Address) (City) (State) (Zip Code)

_____ to be used as _____
(Tax Parcel Number) (Type of Use and/or Business Name)

Property Owner's Signature

Applicant's Signature

Printed Date

Printed Date

Witness Signature

Witness Signature