



## MOBILE HOME PARK PERMIT/APPLICATION

*Effective May 14, 2024*  
*Fee \$500 plus \$1.50 per mobile home*

*This application/permit for the construction of a new mobile home park or expansion of an existing mobile home park as required by the Pointe Coupee Parish Code of Ordinances Chapter 25. No applications will be considered without the complete required documentation. **Additional permits may apply including a mobile home permit for each mobile home placed in the mobile home park.***

**Applicant's Name:** \_\_\_\_\_

**Applicant's Mailing Address:** \_\_\_\_\_

**Applicant's Phone Number:** \_\_\_\_\_

**Applicant's Email Address:** \_\_\_\_\_

**Location of Proposed Mobile Home Park:** \_\_\_\_\_

\_\_\_\_\_

**Number of Proposed Mobile Home Sites:** \_\_\_\_\_

### **New Construction, Expansion, or Temporary Agricultural Worker Housing (circle one)**

- 1) A mobile home park is defined as a property upon which 4 or more mobile homes on a single tract or lot of land have been placed for the purpose of residential habitation, ***that is not a temporary agricultural worker housing park.***
- 2) Additionally, the placement of one or more mobile homes for residential habitation on adjacent tracts or lots of land with common ownership, regardless of density of mobile homes on the aggregate acreage, shall also be regulated as a mobile home park;
- 3) Prior to establishment of a mobile home park, a permit must be obtained by the developer from the Parish of Pointe Coupee.

- 4) Permits will only be issued after approval by the Parish Planning and Zoning Administrator and the Parish Sanitarian have approved the plans, including sewer treatment and disposal.
- 5) Minimum Standards:
  - a. All parks shall have a minimum area of 3 acres fronting on a public roadway, with a minimum frontage of 200 feet and a maximum density of 6 sites per acre;
  - b. Private roads in a mobile home park shall be a 35-foot servitude with the actual roadway to be not less than 20 feet in width consisting of concrete, asphalt, gravel, limestone or other similar aggregate material with a “T” turnaround being required.
- 6) Each site shall have 2-foot-wide concrete runners 6 inches thick for the mobile home location. The parking pad shall be 4 inches thick, 10 feet by 26 feet and be composed of either concrete, asphalt, or aggregate.
- 7) No mobile home shall occupy an area less than 40 x 100 feet;
- 8) Individual mobile home site may be leased or rented but shall not be subdivided or sold.
- 9) All mobile homes are required to have skirting;
- 10) Mobile home parks established adjacent to existing residential property shall have a privacy fence of at least 6 feet in height and comprised of 70% solid material along the rear and side property lines.
- 11) In lieu of a privacy fence, a landowner may utilize a non-privacy fence in addition to providing a landscaping barrier consisting of plants, trees and/or shrubs which are planted not less than 6 feet apart. Any such landscaping barrier shall be maintained at not less than 6 feet in height and such density or thickness as to provide a sufficient and aesthetic buffer between the mobile home park and adjacent property.
- 12) Any mobile home added to an existing mobile home park including the replacement of an existing mobile home in the mobile home park must comply with the following as certified by the Parish Building Code Inspector:
  - a. Mobile homes shall not be older than 10 years old, unless refurbished in the last 3 years and is subject to approval by the Parish Building Code Inspector.
  - b. Mobile homes must have been issued electrical permits;
  - c. Mobile homes must have sewerage lines connected to a permitted sewerage system.
  - d. Must have installation sticker from La. Manufactured Housing Commission.
- 13) ***Temporary Agricultural Worker Housing, which is defined as a property upon which mobile homes serve as temporary housing for agricultural workers for a period not to***

***exceed seven (7) months in any twelve (12) month period, when such workers are providing services to an agricultural company doing business in Pointe Coupee Parish, to include farms, and businesses providing agricultural processing.***

***Minimum requirements:***

- A. No mobile home shall be placed upon a tract of land in the parish for use for the temporary housing of agricultural workers without being issued a permit.
- B. The application for a permit to place a mobile home in a temporary agricultural worker housing park must include a site plan showing the location of the proposed mobile homes or other structures on the designated tract.
- C. There shall be a setback of not less than eight (8) feet on either side and twenty-five (25) feet from the front and rear to the property line from any mobile home; and No portion of any mobile home shall be less than fifteen (15) feet from any other structure on the tract.
- D. The mobile home shall be deemed safe and habitable by the parish building code inspector.
- E. Each mobile home shall have been issued a certificate from the Louisiana Health Unit evidencing compliance with the laws with regard to sewerage, including but not limited to proper connection.
- F. The proposed site shall have been issued a base flood elevation certificate.
- G. The site shall have been issued a 911 address.
- H. Each mobile home shall comply with any regulations on the construction of such structure.
- I. Each mobile home shall have been issued an electrical permit.
- J. In the event that any mobile home does not meet the requirements of this section, the parish is authorized to issue a notice to the property owner, at the address provided in the records of the Pointe Coupee Assessor, to cease using the structure for residential purposes.

- K. Failure to comply with a notice to cease as provided for in this section, shall subject the property owner to a fine of not less than one hundred dollars (\$100.00) and not more than five hundred dollars (\$500.00) for each day of non-compliance, with each day being considered a violation of this section.
- L. No mobile homes in a temporary agricultural worker housing park may be rented to any person outside of the purpose and intent to provide temporary housing of agricultural workers.
- M. A recreational vehicle shall not be allowed as another structure use under this section.
- N. All parks shall have a minimum area of 3 acres fronting on a public roadway, with a minimum frontage of 200 feet and a maximum density of 6 sites per acre;
- O. Private roads in a mobile home park shall be a 35-foot servitude with the actual roadway to be not less than 20 feet in width consisting of concrete, asphalt, gravel, limestone or other similar aggregate material with a "T" turnaround being required.
- P. The requirements for a temporary agricultural worker housing park as imposed by this chapter shall not apply to an existing temporary agricultural worker housing park, except as otherwise provided for herein. An existing temporary agricultural worker housing park shall mean a tract or adjacent tracts that, as of April 1, 2024, has, within the preceding calendar year, been used for the temporary housing of agricultural workers when such workers are providing services to a company doing business in Pointe Coupee Parish. The grandfathered status provided for previously existing temporary agricultural worker housing parks shall cease upon the occurrence of any of the following:
  - (a) the increase in the density of residential units;
  - (b) the increase in the aggregate area of the park;
  - (c) the cessation of use of the area as a park for more than 12 consecutive months.

**Office Use Only:**

Type of Mobile Home Park: (circle one):

## New Construction

## Expansion

# Temporary Agricultural Worker Housing

Date of Application: \_\_\_\_\_

Required Fee: \_\_\_\_\_

Inspection Check List and Required Documents Attached: \_\_\_\_\_

This application is hereby:

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied (Reasons must be stated below)

*Reasons for denial:*

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Parish Building Official
Date

Parish Planning and Zoning Administrator      Date