



BALDWIN COUNTY COMMISSIONERS REGULAR MEETING

January 19, 2021

1601 N Columbia St, Suite 220

6:00 PM

AGENDA

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- [1.](#) Minutes of January 5, 2021 Work Session
- [2.](#) Minutes of January 5, 2021 Public Hearing and Regular Meeting

ADMINISTRATIVE/FISCAL MATTERS

- [3.](#) Bids for Tax Anticipation Notes (TAN) - Assistant County Manager
- [4.](#) Discussion of Manufactured Home Ordinance - County Manager
- [5.](#) Discussion of RV Park Ordinance - County Manager

OLD BUSINESS

NEW BUSINESS

COUNTY MANAGER'S REPORT

PUBLIC COMMENT PERIOD FOR NON-AGENDA ITEMS

EXECUTIVE SESSION - PERSONNEL

ADJOURNMENT

REMINDERS

January 28, 2021, Thursday, 9:00 a.m., Commissioners Planning Retreat, Middle Georgia Regional Commission, 175 C Emery Highway, Macon.

February 2, 2021, Tuesday, 6:00 p.m., Regular Meeting, Commission Chambers, Suite 220, Baldwin County Government Building, 1601 North Columbia Street.

February 16, 2021, Tuesday, 6:00 p.m., Regular Meeting, Commission Chambers, Suite 220, Baldwin County Government Building, 1601 North Columbia Street.

Baldwin County Commissioners
Work Session
January 5, 2021
5:00 p.m.

Item 1.

A Work Session of the Baldwin County Commissioners was held Tuesday, January 5, 2021, at 5:00 p.m., Government Building, Suite 222, 1601 North Columbia Street, Milledgeville, Georgia with Chair Henry Craig presiding.

Members Present: Henry Craig
Emily C. Davis
Kendrick Butts
Sammy Hall
John Westmoreland

Also Present: David McRee
Carlos Tobar
Dawn Hudson
Jill Adams
Cindy Cunningham

Call to Order

Chair Henry Craig called the January 5, 2021 Work Session to order at 5:00 p.m.

Elections

Elections Superintendent Todd Blackwell addressed the Board regarding the elections process. He explained that with the changes in elections laws, advanced voting, absentee ballots and new voting machines the process has become more complicated and time consuming. He stated he services as Probate Judge and that is his main responsibility; however, with all the new elections laws and requirements he has spent more time on elections supervision. He stated he doesn't have the staff to take care of all the new elections requirements.

Mr. Blackwell asked the Board to consider going to a Board of Elections in the future. He stated if the Board chose to do so, it would not be a quick process. He estimated it would be 2022 before it could be done. He stated the legislature on the federal and state levels will be looking at more changes to upcoming elections.

Discussion was held about the process of establishing a Board of Elections, pros and cons, possible alternatives and a viable timeframe.

Chair Craig asked that the Board continue to have dialogue on this issue.

Adjournment

Commissioner Sammy Hall made a motion to adjourn the Work Session at 5:45 p.m. Commissioner Emily C. Davis seconded the motion and it passed unanimously.

Respectfully submitted,

Henry R Craig
Chairman

Cynthia K. Cunningham
County Clerk

Baldwin County Commissioners
Public Hearing and Regular Meeting
January 5, 2021
6:00 p.m.

A Public Hearing on amendments to the Baldwin County Ordinances and the Regular Meeting of the Baldwin County Commissioners were held Tuesday, January 5, 2021, at 6:00 p.m., Suite 220, Baldwin County Government Building, Milledgeville, Georgia with Chair Henry Craig presiding.

Members Present: Henry Craig
Emily C. Davis
Kendrick Butts
Sammy Hall
John Westmoreland (Remote)

Also Present: David McRee
Carlos Tobar
Dawn Hudson
Jill Adams
Cindy Cunningham

Call to Order

Chair Henry Craig called the January 5, 2021 Public Hearing and Regular Meeting to order at 6:00 p.m.

Public Hearing on Proposed Amendments to the Baldwin County Code of Ordinances

Chair Henry Craig opened the Public Hearing on He stated notice of the public hearing was published as required, and the purpose of the hearing is to receive public comments and input on proposed amendments to the Code of Ordinances.

County Manager Carlos Tobar presented a proposed Ordinance for A Broadband Ready Community. He reported the Adoption of an ordinance is a requirement for applying to the Department of Community Affairs for a Broadband Ready Community Designation. He stated the purpose of the Broadband Ready Community Designation is for the local government to show that it has taken steps to reduce obstacles to broadband infrastructure investment. The County would already have rules in place for broadband infrastructure investors. This Designation would encourage economic development and attract technology.

Commissioner Sammy Hall recommended that a change in wording be made to Section (a) (2). He recommended that the word “use of” be added to the section to read and “use of” right-of-way

Chair Craig opened the floor for public comments.

Cindy Humphrey of Simpson Procter Lane stated she lives in an area with no broadband service and she was in favor of expanding broadband.

County Manager Carlos Tobar presented a Timber Harvesting Ordinance. He stated this is a result of State legislation, and the County Ordinance must be updated to include these State provisions. The State requirements outline the process of providing notice of timber harvesting operations. Notice shall not become effective until a valid surety bond in the amount of \$5,000, executed by a surety corporation authorized to transact business in Georgia, has been delivered to the County to protect / reimburse the County against any damage to ditch structures or removing harvesting residue placed on County's rights of way. The harvesting individual / firm may provide a \$5,000 valid irrevocable letter of credit issued by a bank or savings & loan association in lieu of a surety bond. He stated the Ordinance further outlines the process of calling the bond or letter of credit and penalties for not complying with the Notice of requirements of the Ordinance.

There were no public comments on the Timber Harvesting Ordinance.

County Manager Tobar presented an Ordinance for Short-Term Vacation Rentals. He reported there are a number of short-term rental properties in the County, and Commissioners have received calls about disturbances to neighborhoods as a result of these type rentals. There is concern about the effect on neighborhoods due to the number of people / vehicles on the property, sanitation and noise. He stated discussion was held at a Work Session regarding this matter and how to protect our neighborhoods. This ordinance is being presented for the Board's consideration.

Mr. Tobar stated the owner must obtain a short-term vacation rental certificate from the County indicating contact information of owner, address of property to be used as rental, information for a 24-hour contact for the property. The ordinance outlines further regulations such as maximum occupancy for the residence, no interference with rights of neighboring property owners and agreement to abide by County ordinances, state and federal laws. Violation to any specified rules may result in immediate termination of agreement and eviction, as well as potential liability for payment of fines levied.

Commissioners stressed their concern about the effect of short-term rentals on neighborhoods, as well as their intent to protect our citizens and also to ensure the County is paid tax that should be collected on these type rentals.

Discussion was held regarding the Certificate obtained from the County being displayed in a conspicuous place near the front door of the property. It was recommended that this be included in the ordinance.

A property owner on Admiralty Way addressed the Board about his situation. He stated his residence is located between two such rentals and it is very disruptive to the neighborhood. He cited examples of many cars parked on the property and along the road, loud noise from so many people being on the property, loud music, obscene language, lack of concern for other residents' safety on the water. He asked for the Board to adopt this ordinance to help with such undesirable situations.

Chair Craig reported a service will be used to monitor short-term vacation rentals; the Chief Building Official will handle complaints and the approved Certificate will be posted in a conspicuous place near the front door of the property.

Commissioner Hall asked if there is enough included in the ordinance for enforcement. County Attorney McRee responded the Certificate will be revoked if the ordinance is not

followed. County Manager Tobar stated the Solicitor General has reviewed the ordinance.

Chair Craig stated he felt this is a good start in addressing this issue, and the ordinance can be amended in the future as other issues arise.

Commissioner John Westmoreland stated he felt the Board should activate the ordinance now and not put this off any longer. He stated it is a much-needed policy.

Alcoholic Beverage Ordinance

County Manager Tobar presented information on changes to the Alcoholic Beverage Ordinance that are mandated by the State. He stated new regulations allow salespersons of a manufacturer or wholesaler to provide sampling of an alcoholic beverage product to a retail dealer or its employees for consumption on the licensed premises in areas closed to the public, and the salesperson must remove from the premises any packages brought onto licensed premises in order to provide samples of alcoholic beverage products. State regulations now the delivery of malt beverages and wine in “unbroken packages” purchased by an individual for personal use and not for resale. Stipulations for the delivery of alcoholic beverages is detailed in the ordinance. He stated all alcoholic beverage licenses will be submitted through the State; Baldwin County will continue to collect the fees as we did before the change.

Chair Craig opened the floor for any further comment on the ordinances presented at the public hearing. There was no further public comment.

Commissioner Emily C. Davis made a motion to close the Public Hearing at 6:35 p.m. The motion was seconded by Commissioner Sammy Hall, and it passed unanimously.

Approval of Minutes

Commissioner Sammy Hall made a motion to approve the minutes of the December 15, 2020 Work Session and the December 15, 2020 Regular Meeting as submitted. Commissioner Emily C. Davis seconded the motion and it passed unanimously.

Ordinance for Broadband Ready Community

Chair Craig stated that during the public hearing an addition was recommended to the proposed Ordinance for Broadband Ready Community. The addition was adding the words “use of” in a (2) to read “use of right-of-way”.

Commissioner Sammy Hall made a motion to adopt the Ordinance for A Broadband Ready Community as presented and with the addition as stated. Commissioner Kendrick Butts seconded the motion and it passed unanimously. A copy of the Ordinance is herewith attached and made an official part of the minutes at pages _____ and _____.

Timber Harvesting Ordinance

Commissioner Sammy Hall made a motion to adopt the Timber Harvesting Ordinance.

Commissioner Kendrick Butts seconded the motion and it passed unanimously.

A copy of the Ordinance is herewith attached and made an official part of the minutes at pages _____ and _____.

Ordinance for Short-Term Vacation Rentals

County Manager Tobar presented recommended changes to the proposed Ordinance for Short-Term Vacation Rentals as discussed at the public hearing. He stated an addition of a(3) to require that the Certificate be placed near front door of property in a conspicuous place.

Mr. Tobar discussed section (b) application fee. He reported the ordinance references a fee schedule, and he recommended a fee in the amount of \$110.00 to cover cost to the County.

Commissioner Sammy Hall made a motion to adopt the Short-Term Vacation Rental Ordinance as presented with the addition of a (3) requiring posting of Certificate and to have the County Manager and County Attorney evaluate the Ordinance for further recommendations in 90 days. Commissioner John Westmoreland seconded the motion and it passed unanimously.

A copy of the Ordinance is herewith attached and made an official part of the minutes at pages _____ and _____.

Commissioner Sammy Hall made a motion to approve a Certificate fee of \$110.00. Commissioner John Westmoreland seconded the motion and it passed unanimously.

Alcoholic Beverage Ordinance

Commissioner John Westmoreland made a motion to adopt the Alcoholic Beverage Ordinance as presented. Commissioner Kendrick Butts seconded the motion and it passed unanimously.

A copy of the Ordinance is herewith attached and made an official part of the minutes at pages _____ and _____.

Bids for 2019 Community Development Block Grant (CDBG) Sewer Project

County Manager Carlos Tobar presented a bid tabulation and letter of recommendation from Carter / Sloope Engineers for the 2019 CDBG Sewer Rehab project. He reported six bids were received, and IPR Southeast, LLC was the low bidder for a total base bid of \$777,271.00. Mr. Tobar stated since the bid amount is over budget, engineers have worked with the contractor to revise the quantities to reduce the proposed contract amount to \$719,471.00. He further discussed the specific reductions.

Commissioner Emily C. Davis made a motion to award the bid to IPR Southeast, LLC in the amount of \$719,471.00 as presented. Commissioner Kendrick Butts seconded the motion and it passed unanimously.

Resolution for 2021 CDBG Application

County Manager Tobar presented a Resolution supporting the application for FY 2021 Community Development Block Grant (CDBG) funds for sewer improvements. The Resolution outlines the commitment of the County to provide the required cash match for the project; \$1,000.00 for required audits; and cash and/or in-kind services needed to complete the project over the grant amount. Resolution also authorizes the Chair to

serve as official representative of the County, to enter into an agreement for engineering and grant administration if grant is funded and to execute the application and other required documents. Resolution outlines requirements of compliance for Section 3. Title VIII of Civil Rights Act, ADA and other applicable laws.

Commissioner Emily C. Davis made a motion to adopt the Resolution as presented. Commissioner Kendrick Butts seconded the motion and it passed unanimously.

A copy of the Resolution is herewith attached and made an official part of the minutes at pages _____ and _____.

Employment Agreement for County Manager

Commissioner Sammy Hall made a motion to approve the Employment Agreement for County Manager Carlos Tobar. Commissioner Emily C. Davis seconded the motion and it passed unanimously.

A copy of the Agreement is on file in the Commissioners' Office.

Contract for County Attorney

Chair Henry Craig presented a contract for County Attorney McRee. He stated this is the same contract as last year with an adjustment in the compensation amount.

Commissioner Kendrick Butts made a motion to approve the County Attorney Contract as presented. Commissioner Sammy Hall seconded the motion and it passed unanimously.

A copy of the Contract is on file in the Commissioners' Office.

Amendment to Agenda

Commissioner Sammy Hall made a motion to amend the Agenda to include an application for an alcohol license. Commissioner Emily C. Davis seconded the motion and it passed unanimously.

Alcoholic Beverage License

Commissioner Emily C. Davis made a motion to approve the alcoholic beverage license application for a retail package beer and wine store at 1300 North Columbia Street. Commissioner Sammy Hall seconded the motion and it passed unanimously.

Old Business

Chair Craig stated the COVID virus continues to become worse in Baldwin County. He asked everyone to please remember to take necessary precautions to help stop the spread.

Commissioner Westmoreland requested an update on Nelson Road.

New Business

Commissioner Davis asked County Attorney to provide information on the appropriate use of County letterhead. County Attorney McRee responded that the matter being sent on County letterhead should be related to County business.

County Manager's Report

County Manager Carlos Tobar reported on the following items: Nelson Road culver construction; airport runway pavement rehab project options being reviewed by GDOT; requesting a West Apron Phase II expansion with excess grant funds with no county funds for match required; surveys being done in target area for 2021 CDBG sewer project; requesting state to extend Walter B. Williams lease; discussions with school district about equipment to be re-purposed at fire stations; COVID vaccines for public safety personnel scheduled to begin January 11th.

Public Comment for Non-Agenda Items

Cindy Humphrey asked when the Commission meetings will be streamed. She also requested update on Manufactured Home ordinance.

Election of Chair and Vice Chair

Chair Craig opened the floor for nominations for Chair for 2021.

Commissioner Sammy Hall nominated and made the motion for Henry Craig to serve as Chair for 2021. Commissioner John Westmoreland seconded the nomination and motion.

Commissioner Kendrick Butts nominated and made a motion for Emily Davis to serve as Chair for 2021. Commissioner Emily Davis seconded the nomination and motion.

Chair Craig called for a vote for the first motion; Henry Craig to serve as Chair. The motion passed by the following vote:

Aye: Hall, Westmoreland, Craig Nay: Butts, Davis

Commissioner Sammy Hall nominated and made the motion for John Westmoreland serve as Vice Chair for 2021. Commissioner John Westmoreland seconded the nomination and motion.

Commissioner Emily Davis nominated and made a motion for Kendrick Butts to serve as Vice Chair for 2021. Commissioner Kendrick Butts seconded the nomination and motion.

Chair Craig called for a vote on the first motion; John Westmoreland to serve as Vice-Chair. The motion passed by the following vote:

Aye: Hall, Craig, Westmoreland Nay: Butts, Davis

Adjournment

Commissioner Kendrick Butts made a motion to adjourn the Regular Meeting at 7:15 p.m. Commissioner John Westmoreland seconded the motion and it passed unanimously.

Respectfully submitted,

Henry R. Craig
Chair

Cynthia K. Cunningham
County Clerk

Sec. 16-49. - General design requirements.

- (a) Suitability of land. Land subject to flooding, improper drainage, or erosion, or that is for topographical or other reasons unsuitable for residential use shall not be platted for residential use nor for any other use that will continue or increase the danger to health, safety, or result in property destruction, unless the hazards can be and are corrected.
- (b) Building square footage. Building's square footage must be at least 75% of the square footage of the homes, on average, within one tenth (1/10) of a mile radius of the proposed home site. Existing houses exceeding 150% of the average or 50% below the average shall be excluded from the calculation. A house must be at least 500 square feet.
- (c) Placement of Manufactured Homes or Mobile Homes. Manufactured Homes may be placed outside of a mobile home park if the preponderance of homes, 51% or higher, are manufactured or mobile homes within one fourth of a (1/4) mile radius of the proposed home site.

In addition to (c) above Manufactured homes within one mile from the shores of Lake Sinclair must meet the following requirements:

- be new manufactured homes (manufactured within last six months).
 - be set on a permanent foundation of cinder block or cement).
 - unit must be connected to water and sewerage in compliance with codes and ordinances of Baldwin County.
 - comply with any local design standards that may apply to all other homes in the neighborhood in which the manufactured home is to be located; absent local design standards for a neighborhood, has exterior siding similar in appearance to siding materials commonly used on conventional site-built uniform building code single-family residences and must completely enclose.
 - be thermally equivalent to the state energy code
 - Is comprised of at least two fully enclosed parallel sections each of not less than twelve feet wide by thirty-six feet long;
 - Was originally constructed with and now has a composition or wood shake or shingle, coated metal, or similar roof of nominal 4:12 pitch or greater
- (d) The placement of manufactured homes outside of mobile home park and outside one mile from the shores of Lake Sinclair, does not apply if a manufactured home is or has been on parcel in the last five years, has access to working septic tank or county sewer and is limited to one residential structure per half acre or less parcel. Manufactured home must be replaced with newer model that meets Baldwin County standards and Land Use Regulations. Manufactured homes outside of mobile home parks must meet all regulations and standards, be located on a minimum one acre parcel, and be set on a

permanent foundation that completely encloses the undercarriage.

- (e) Placement of manufactured homes in traditional neighborhoods on parcels less than half an acre will be compatible with the neighborhood as determined by the Land Use Administrator.

Sec. 16.74. - Supplementary regulations.

- a. Manufactured home means a structure, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length or, a wheeled house when erected on site, is 500 or more square feet and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air-conditioning, and electrical systems contained therein; except that such term shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the secretary of housing and urban development and complies with the standards established under the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 U.S.C. Section 5401 et seq.

Sec. 16.76. AN ORDINANCE FOR RECREATIONAL VEHICLE PARKS

(a) Purpose.

The purpose for these recreational vehicle park regulations is to:

- (1) Using minimum standards, allow for the establishment of adequate sites for temporary parking and use of recreational vehicles whose occupants are visiting, vacationing in or passing through, Baldwin County;
- (2) Minimize the conflicts between recreational vehicle parks and surrounding land uses;
- (3) Provide minimum health and safety standards to protect both the users of the parks and the larger Baldwin County community.

(b) Site development plan.

As part of the special exception application for approval of a recreational vehicle park or through provisions of some other ordinance procedure, a proposed site plan (map), meeting or exceeding Baldwin County Land Development Committee's minimum recreational vehicle park design standards, must be prepared and submitted to the board of commissioners for its review and approval. A written development plan, describing the RV park design primarily in text, may also be submitted for review and approval.

(c) Permitted uses.

Recreational vehicle parks may include the following principal and accessory uses and structures, which shall be built to Georgia Building Codes, where applicable, unless otherwise indicated. The accessory uses and structures shall only be permitted in the presence of one or more principal uses or structures.

- (1) Permitted principal uses and structures.
 - a. Recreational vehicles and improved (utilities, pads) or unimproved spaces.
 - b. Recreational vehicle parking and storage areas.
 - c. Recreation open space with recreational amenities.
- (2) Permitted accessory uses and structures.
 - a. Park office.
 - b. Park manager residence.
 - c. Recreation hall.
 - d. A single park/camp store to supply retail goods for tenants and staff.
 - e. Sanitation-related structures, fixtures and amenities.
 - f. Recreational vehicle park-related maintenance uses and structures.
 - g. A limited, joint use structure and/or area for storage of tenant possessions.
 - h. Other customary accessory uses and structures as approved by the Baldwin County Land Use Committee.

- (3) All principal and accessory uses and structures not permitted here are specifically prohibited, unless permitted through special exception conditions of approval.

(d) Occupancy.

- (1) Occupancy of each individual recreational vehicle site/space is limited to one recreational vehicle and not more than two passenger automobiles or trucks, accommodating one camping party. The length of stay in a recreational vehicle park for each owner-occupied recreational vehicle (only) and/or its occupants is limited to a maximum of 180 days in any 12-month period. The length of stay in a recreational vehicle park for each non-owner occupied recreational vehicle and/or its occupants is limited to a maximum of 30 days in any 12-month period. Moving to another space in the same recreational vehicle park is not legal and does not reset the 180- or 30-day clocks.
- (2) No buildings or storage sheds are permitted on the recreational vehicle sites.

(e) Recreational parks design standards.

- (1) Minimum park size: **Two** acres. The park must be on a single lot of record.
- (2) Minimum park frontage/width: 100 feet.
- (3) Park minimum setbacks:
- a. Front yard: 35 feet.
 - b. Side yard: 30 feet.
 - c. Rear yard: 35 feet.
- (4) Buffer. As a part of the approved site plan and any written development plans, the board of commissioners may require buffer walls, fences and/or natural or planted buffers along the property lines of a proposed recreational vehicle park. RV park applicants are encouraged to propose through draft site plans and development plans, buffers which create separation between their proposed parks and neighboring property and uses. Existing natural buffers may be deemed appropriate by the board of commissioners. Fences and walls shall be a minimum of six feet tall and a maximum of eight feet tall. All buffers shall be maintained and kept in good repair by the property owner. Vegetation shall be maintained and replaced as necessary to preserve the buffer's integrity.
- (5) Visitor parking. One visitor parking space, minimum, shall be provided for every four recreational vehicle sites/spaces or fraction thereof. Grouped parking spaces shall be within 150 feet of the recreational vehicle spaces served. Such parking shall be delineated on the approved site development plan.
- (6) Facilities.
- a. Recreation. An open space, recreation area of at least 5,000 square feet shall be provided in each recreational vehicle park containing 20 or fewer spaces. For every recreational vehicle space over 20, 150 square feet of open space minimum shall be added to the 5,000 square feet. Recreation equipment and uses such as pools, spas, playgrounds, dog parks, picnic tables, pavilions, barbeques and a service building, including toilets, showers and laundry, may be located within the recreation area.
 - b. Sanitation.

1. A minimum of one toilet and one lavatory for each gender shall be provided for the exclusive use of the park occupants. An additional toilet and lavatory for each gender shall be provided for each 15 sites or fraction thereof which is not provided with a water connection and a three-inch drain inlet for connection to a vehicle equipped with a toilet.
 2. A minimum of one shower for each gender and one washer and dryer is required.
 3. Trailer sanitation/dump stations, built to code and designed to receive the discharge of sewage holding tanks of self-contained vehicles shall be installed in an accessible location in every recreational vehicle park in which there are any recreational vehicle sites not provided with drain inlets designed to receive the discharge of toilets. Trailer sanitation stations shall be provided on the basis of one station for each 100 sites or fraction thereof. Sanitary dump stations shall be screened from other activities by visual barriers such as fences, walls or natural growth and shall be separated from any recreational vehicle space by a minimum distance of 50 feet.
 4. Trash dumpsters shall be located within 300 feet of every recreational vehicle site, but no closer than 200 feet and enclosed on all sides with a gated, solid wood or masonry enclosure, a minimum of six feet in height. Individual RV site trash cans, having regularly scheduled pickups, may substitute for this requirement.
- c. Recreational vehicle site/space design standards.
1. Minimum site/space size: 500 square feet. A mix of sizes is suggested. No occupied recreational vehicle shall be located anywhere but in a recreational vehicle space and only one recreational vehicle shall be located within a single recreational vehicle space.
 2. Separation: Sites/spaces shall be designed so as to maintain a minimum of 20 feet between recreational vehicles.
 3. Parking: Each site/space shall include one parking space for one automobile.
 4. Fires shall not be permitted except where pits or bases are constructed of non-combustible material.
 5. Picnic tables and barbeques for each site are permitted.
 6. No accessory structures may be placed or constructed on a recreational vehicle site/space.
 7. Each space shall be clearly marked, consecutively numbered or lettered with reflective three-inch or four-inch white numbers/letters on a blue sign.
- d. Utilities and lighting.
1. All utilities, including electrical power and telephone lines shall be installed underground.

- 2.All roads, walkways, grouped parking and service areas shall be provided with lighting adequate to ensure the safety of vehicular and pedestrian traffic.
- 3.All lighting shall be arranged and designed to minimize illuminating individual recreational vehicle spaces.

e. Access and roads.

- 1.Each site/space shall have direct, unobstructed access to an internal recreational vehicle park road, designed so as to permit the movement of recreational vehicles.
- 2.All interior recreational vehicle park roads shall be private roads, owned and maintained by the owner or operator of the recreational vehicle park. All roads shall be open for access at all times to the sheriff's department, other emergency and code enforcement personnel.
- 3.Recreational vehicle park roads shall be surfaced with suitable, dustless material such as crushed rock or asphalt and meet the following minimum width requirements.

f. Road width:

No On-Street Parking	On-Street Parking
One-Way Streets: 12 feet	One-Way Streets: 22 feet
Two-Way Streets: 22 feet	Two-Way Streets: 32 feet

(f) Miscellaneous provisions.

- (a) No home occupation or business shall be operated from a recreational vehicle park.
- (b) No structural additions may be built onto or attached to the RV except as may be required for certified handicapped or medically-necessary access or as permitted by the county's variance procedure. Building permits shall be required in those instances where they would normally be required.

(g) Current non-conforming recreational vehicle (RV) use by owner-occupants as permanent residences.

Intent: It is the intent of this section to greatly reduce and over time phase-out the current, widespread, illegal use of recreational vehicles (RV) in Baldwin County as non-camping, permanent residences. Baldwin County recognizes the existence of this activity in the community and wishes to ease the hardship that eliminating the permanent residential use of RVs by owner-occupants may create in certain circumstances. It is intended that this ordinance section create a mechanism that will enable, under prescribed circumstances, granting temporary, legal, non-conforming status (grandfathering) to recreational vehicles and owner-occupants currently involved in this activity.

- (1) There is hereby created a "Baldwin County Transitional Residential RV Registration Program" to be administered by the county manager or his designee.
- (2) The program shall include, as a minimum, the following elements:

- a. Eligibility. Only owner-occupied RVs and the owners themselves may be registered in the program. The program is not for RV renters or renter-occupied RVs.
 - b. Registration and registration application. Program registration is required to participate in the program and shall be initiated by Baldwin County within 60 days of approval of this ordinance through an application process, whereby existing recreational vehicles being used as permanent residences shall be listed on a registration application by their owner-occupants who are also subjects of the application. Applications must be submitted by the RV owner-occupants. The owner-occupants who register at program startup are the only occupants who may be part of the program and they must remain in the same RV on the same property to remain in the program. The program registration window shall last for 90 calendar days. Unoccupied recreational vehicles are not eligible for registration. Initiation of the program may be extended by the board of commissioners.
 - c. Minimum information provided. Program registration shall include, as a minimum, the make, model, year made and size of the recreational vehicle, copy of the title and/or registration, the land and recreational vehicle owners' name(s), photo ID and contact information, any other recreational vehicle occupants' names and contact information, address and tax ID number of the property where the recreational vehicle is located. Applications must be deemed complete before the program deadline to be considered for the program.
 - d. Required inspection. Each recreational vehicle to be considered for program registration must pass a life safety, sanitation and utility inspection by the Baldwin County Building Official, his successor or designee, following submittal and approval of a complete application. Each RV must have a permitted, operational septic tank and permitted, operational well or county water service. The registration application file shall include inspection results reports and photographs of the RV. RVs may be determined to be ineligible for the program if they fail the inspection, any follow up inspections and/or any other inspections resulting from a complaint or other actions resulting in a finding of unacceptable living conditions.
 - e. Additional requirements. In addition to meeting minimum life safety, sanitation and utility inspections, each RV must have its proper 911 address signage and county solid waste service to be accepted into and remain in the program.
 - f. Registration decal. Successfully registered RVs shall display the annually-provided registration decal on the rear of the RV.
- (3) Registration application fee and annual registration. The initial application process and annual RV registration thereafter shall include a \$25.00 fee to offset administrative costs. Annual renewal registration fee and penalty delinquency of

more than 60 calendar days shall mean that the RV is no longer a part of the program. Penalties are set at \$10.00 for each 30 days of delinquency or portion thereof after the 30th day of delinquency.

- (4) State tag and registration. Registered RVs shall not be inspected or fined by Baldwin County Code Enforcement for expired tags or state registration, as long as the RVs are part of the program.
- (5) Change of status. Registered RVs shall lose their legal, non-conforming status, and shall no longer be a part of this program, if registered ownership is transferred or sold, if the RV is moved from its registered location, if the registered occupants leave the registered RV and/or if the RV is completely destroyed or damaged beyond 50 percent of its resale value at the time of damage.
- (6) Additions prohibition. No structural additions may be built onto or attached to the RV except as may be required for certified handicapped or medically-necessary access or as permitted by the County's variance procedure. Building permits shall be required.
- (7) Recreational vehicles being used as permanent, owner-occupied residences, but not registered as a part of this program before the registration deadline, are illegal non-conforming uses and are therefore subject to code enforcement action and immediate cessation of all illegal activities.

(a) Current non-conforming recreational vehicle (RV) parks—Design standards.

Existing recreational vehicle parks that do not meet the design standards of the county's RV park requirements shall be registered by their owner(s) with the county manager or his designee during the designated registration period. The registration form shall list all of the design standards that the park does not meet and those that it does meet. These RV parks are deemed legal nonconforming uses, based upon their current configuration, and will continue as such until such time as any new or additional RV spaces are added in excess of those existing at the time of adoption of this ordinance. These legal nonconforming RV parks are not required to meet Baldwin County's minimum RV park design standards unless new or additional RV spaces are added to the park. No additional RV spaces may be added to the RV park without meeting the missing design standards. Any further deviation from the design standards shall require a variance from the planning commission,

(b) Administration and enforcement.

- (a) Consistent with Article VI (Use of Land and Placement of Structures), this ordinance section shall be administered and enforced by the county manager or his/her designee(s). The authority shall include the ability to order, in writing, the remedy of any condition found in violation of this ordinance and the ability to institute legal action to insure compliance with the provisions, including injunction, abatement or other appropriate action or proceeding.
- (b) The county manager or his/her designees are hereby authorized to make inspections as are necessary to determine compliance with these requirements.
- (c) Any person whether owner, lessee, principal agent, employee or otherwise, who violates any provisions of this ordinance section, or permits any such violation, or

fails to comply with any of the requirements hereof, or who establishes or uses any park in violation of any detailed statement of plans submitted by him and approved under the provisions of this ordinance section, shall be guilty of a misdemeanor and, upon conviction shall be subject to punishment as provided by Article VI (Use of Land and Placement of Structures) of the Baldwin County Code of Ordinances.

- (d) Any park established, expanded or improved contrary to any of the provisions of this ordinance and any use of any park in terms of operation and maintenance contrary to any of the provisions of this ordinance, related permits or Baldwin County-approved plans shall be and is declared unlawful. The county manager or his/her designee(s) are authorized to bring actions by any appropriate means to prevent the violation of this ordinance and enforce its provisions.