CITY OF ZANESVILLE
STORMWATER UTILITY PROGRAM

POLICY: MANUFACTURED HOMES

I.   **DISCUSSION:**

This is the thirteenth billing policy paper in a series of billing policy papers that document the overall billing mechanism development process. Manufactured home properties represent a category of residential property that may be located on a lot owned by the property owner (clearly defined property boundary), on leased land (clearly defined property boundary), or on a leased lot (lot rent) within a park (no property boundary for each unit). Treatment of manufactured homes for storm water purposes is for the most part straightforward, depending on which of the three scenarios is encountered.

For the first two scenarios (where the home is located on a lot owned by the property owner, or on leased land), the primary use of the property is for residential purposes. Therefore, these properties should be treated the same as a single-family residence, and be billed for one ERU per month.

Manufactured homes that fall into the third scenario (where the home is located on a leased lot (lot rent) within a manufactured home park), can be compared to an apartment complex in that the homes are located on a large parcel owned by the park. These lots do not have actual boundaries, and therefore do not have a separate parcel ID number assigned to them. Additionally, these manufactured home parks typically include the impervious area for private roads, and may include the impervious area for other amenities such as basketball courts, tennis courts, pools, the management office, etc.

There is only one option available for billing manufactured home park properties, and that is to bill the impervious area to the property owner.

Therefore, the service charge for mobile home park property will be derived as follows:

- By measuring the impervious area encompassed by the property;

- Dividing the measured impervious area by the impervious area equivalent to one ERU;

- Rounding the product of the forgoing division to the nearest whole number (Refer to Billing Policy Paper # 10 – Service Charge Calculation in Whole Or Partial ERUs), and

- Multiplying the foregoing whole number by the rate for a single ERU.

- Billing the charges to the property owner.

Note: In rare cases, a manufactured home park may exist where the home resides within the park and on land with a clearly defined boundary for each unit having a separate parcel ID number. If each property is owned separately, and each property has a billing account in the utility billing system database, these properties should be treated as residential properties. Each unit should be billed one ERU per month. Any common area or private roads and/or amenities should be treated as non-residential property.
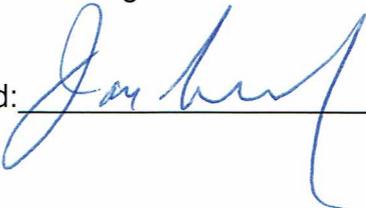
II.   TAC RECOMMENDATIONS:

The JHA/ERC Team recommends that the City of Zanesville stormwater utility treat a manufactured home located on land owned by the property owner (clearly defined property boundary), or on leased land (clearly defined property boundary) the same as a single-family residential property. The JHA/ERC Team further recommends that the City of Zanesville stormwater utility treat manufactured home parks (no property boundary for each unit) as a non-residential property, measure the impervious area for the entire complex and bill the impervious area to the property owner.

The JHA/ERC Team also recommends that if a manufactured home park exists where the home resides within the park and on land with a clearly defined boundary for each unit, each property has a separate parcel ID number, each property is owned separately, and each property has a billing account in the utility billing database, these manufactured home properties should be treated as residential properties. Each unit should be billed one ERU per month. Any common area or private roads and/or amenities should be treated as non-residential property.

III.   TAC ACTION:

The TAC reviewed, discussed and approved this billing policy paper during the May 17, 2017 TAC meeting.

Approved: _____   Date: _____5/17/17_____