

City of Friendsville

WHAT IS A TEMPORARY DWELLING?

The placement of a recreational vehicle (RV) or a manufactured home/factory assembled structure (FAS) temporarily on a property intended to temporary housing for an employee working in connection with an agricultural use, temporary housing for an owner in the process of building a permanent home, or a caretaker looking after an existing dwelling or property.

The Process- After a completed Temporary Dwelling application is submitted, the application will be sent for review to the Board of Commissioners. The review/decision will be decided on the first (1st) Thursday of each month. If there are no objections, the board will review the information submitted to ensure the proposal meets the requirements and either approve, approve with conditions, or deny the application.

Criteria for approval -Temporary dwellings authorized shall meet the following minimum criteria:

- The parcel upon which the temporary dwelling is to be placed shall be of such configuration, and the temporary dwelling shall be located in such a manner to comply with the city ordinance and all applicable county, state, and federal regulations.
- The temporary dwelling shall be designed, constructed, and maintained in a manner which will facilitate its removal on termination of the permit.
- A current vehicular license, if applicable, shall be maintained.
- No more than one (1) temporary dwelling per parcel shall be authorized.
- No rent or other remuneration is paid for the occupancy of the temporary dwelling.
- The public health, safety and general welfare will not be adversely affected.
- Setback requirements applicable to other dwellings in the same zone must be met.
- The temporary dwelling must be located no closer to the front property line than the primary dwelling.

Expiration- A Temporary Dwelling permit is valid for one (1) year or until the termination of the conditions authorizing the Temporary Dwelling, whichever occurs first. A Temporary Dwelling permit issued for a caretaker of a parcel shall be valid for no more than six (6) months.

Renewal - A Temporary Dwelling permit may be renewed according to the provisions outlined in City Ordinance.

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TEMPORARY DWELLING CHECKLIST

Completed Temporary Dwelling Application- ownership interest. Incomplete applications will not be accepted.- must include signatures of all parties with

Site Plan Map- the property; location and size of all existing and proposed structures; driveway and access - A detailed map drawn to scale showing boundary lines and dimensions of easements that serve the property; adjacent roads; wells; septic systems; easements; and parking areas.

\$100.00 Temporary Dwelling Permit Fee - The fee must be paid at the time of application submittal, cash or checks accepted. Checks made payable to the City of Friendsville. All application fees are non-refundable.

Doctor's Letter-(if applicable) - Verifying a medical need for continuous care.

Written Approval- If vacant property. Documentation of approval of proposed method of water supply and sewage disposal by the appropriate governmental agency.

Applications may be submitted between the hours of 8am-12pm and 1pm-4:30pm Monday through Friday at Friendsville City Hall, located at 213 West College Ave, Friendsville.

City of Friendsville



Temp Dwelling Permit

Permit Number: _____

Job Address: _____

Applicant(s) Name: _____

Address: _____

Phone: _____ Email: _____

Property Owner(s)(if different): _____

Address (if different) _____

Phone: _____ Email: _____

Date Requested: _____

Reason for temporary dwelling: _____

In making this application states that the information given is correct and that the construction will conform to the regulations of the current adopted codes and ordinances of the City of Friendsville. The applicant acknowledges that the issuance of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction. If applicant is not the owner, applicant acknowledges that he or she has permission from the owner to apply for this permit.

Signature of Applicant: _____ Date: _____

Signature of Applicant(s): _____ Date: _____

Office use ONLY:

Permit Received By: _____ Date: _____

Temp Dwelling Permit Total : \$100.00

Payment: Cash _____ Credit Card _____ Check _____ Check # _____

Signature of Code Department: _____ Date: _____

Date of Approval: _____ Permit Number: _____