



# CITY OF ROSEBURG

## FAMILY HARDSHIP PERMIT REVIEW

### APPROVAL CRITERIA

**APPLICATION FILING FEE** \$ \_\_\_\_\_

#### **PURPOSE**

Family Hardship permits are issued due to a medical condition that relates to or causes handicap or infirmity or relates to a person otherwise being incapable of maintaining a separate residence. In such instance, placement of a mobile home on a lot in addition to the principal residence may be authorized.

#### **PRE-APPLICATION CONFERENCE**

Pre-application conference shall be required for all requests, unless otherwise indicated by Director. Pre-application conference provides exchange of information regarding applicable Codes, programs, plans, and policies, and technical assistance. Conceptual plans are acceptable; more complete plans will provide more complete details.

#### **PROCEDURE**

Community Development Director may review a Family Hardship Permit administratively. Decisions of the Director may be appealed to Planning Commission upon filing a Notice of Review. Director may refer the application to Planning Commission for review and action.

#### **APPLICATION**

- Proposed occupant of the mobile home and their relationship to resident;
- Estimated period of time the hardship mobile home will be in use;
- Written statement describing any infirmity, debility, or other reason why hardship dwelling needed;
- Reasons existing residence cannot be used;
- Submit written statement from physician detailing the medical necessity for hardship accommodation and stating why person with handicap or infirmity is incapable of maintaining a separate residence.

#### **APPROVAL CRITERIA**

Section 12.10.100 of Roseburg Municipal Code (RMC) provides as follows:

- 1) Temporary permit shall expire upon termination of the hardship or two (2) years from date of issuance whichever comes first. Renewals of permit require reapplication in writing to Community Development Department two months prior to expiration date.
- 2) At reapplication or when Director has reason to believe terms of permit have been violated or there are other adverse impacts to the neighborhood, notice shall be sent to property owners as specified in Subsections 12.10.010(G), 12.10.010(M), and 12.10.010(S), If:

- a) Written objections are received;
  - b) Director or Applicant so desire, or
  - c) Three years have elapsed since the last hearing. If so, application shall be scheduled for public hearing as if the matter were listed in Section 12.10.010(L).
- 3) Family Hardship Permits are not transferable. Change of ownership or occupation of the property voids the permit. If subject of the hardship relocates, the permit is void.
  - 4) Mobile home must be removed within 30 days of expiration of permit.

#### **SECTION 12.10.100(D) STANDARDS AND CONDITIONS**

- 1) Person(s) residing in hardship dwelling shall be immediate family member(s) of resident(s) in principal residence.
- 2) No compensation shall be involved in the hardship case.
- 3) Mobile home installation shall:
  - a) Meet requirements of and be approved by Building Department;
  - b) Be connected to public sewer and water systems as directed by Public Works Director and shall pay fees for such connections as required by City Ordinance;
  - c) Have permanent electrical installation;
  - d) Shall meet all setbacks and coverage requirements pertaining to zone and be minimum of six (6) feet from all buildings on site;
  - e) Have been manufactured after June 15, 1976, and exhibit "Oregon Department of Commerce Insignia of Compliance";
  - f) Not be structurally connected to principal residence;
  - g) Have skirting as required by Subsection 12.10.110(D).
- 4) Mobile home and accessory building foundations, pads, and support blocking shall be sufficient strength to support required live-loads and actual dead-loads imposed by mobile home and any attached or supported structure based on accepted engineering design standards. Foundations, tie-downs or other supports shall be provided to withstand specified horizontal, up-lift and overturning and wind forces on mobile home and any attached or supported structures based on accepted engineering design standards.

#### **SECTION 12.10.100(E) PERMIT TO BE DEED RESTRICTION**

Requirements of this Article and conditions imposed by hearings body shall be recorded with County Clerk as a deed restriction on subject parcel. Copy of recorded document shall be provided to Community Development Department prior to installation of hardship dwelling.