

Manufactured Home Regulations
Of
Madison County, Georgia
April 1990

Technical Assistance By Northeast Georgia Regional Development Center

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ARTICLE VII OF THESE MANUFACTURED HOME REGULATIONS DO NOT APPLY. THE MADISON COUNTY ZONING ORDINANCE ARTICLE IX SECTION 9.1.4 FOR INDIVIDUAL MANUFACTURED HOMES IS APPLICABLE.

ARTICLE I - ENACTMENT CLAUSE

For the purpose of promoting health and general welfare; securing safety from fire, panic, and other dangers; to provide adequate light and air; to prevent overcrowding of land; to preserve the character of the area and its peculiar suitability for particular uses; to promote desirable living conditions; to protect property against blight and depreciation.; and to encourage the most appropriate use of land and other buildings and structures throughout such area, the Board of Commissioners of Madison County, Georgia does ordain and enact into law the following section.

ARTICLE II - SHORT TITLE

These regulations shall be known as and may be cited as “The Manufactured Home Regulations of Madison County, Georgia.”

ARTICLE III DEFINITIONS of TERMS

When used in this regulation, the following words and phrases shall have the meaning given in this section. Terms not herein defined shall be understood to have customary dictionary u where not inconsistent with the context of this regulation. Time term “shall” is mandatory. words used in the singular shall include the plural and the plural shall include the singular. Words used in the present tense shall include the future tense. The word “person” includes “individual, association, corporation, organization, trust company and firm.”

- 1) Accessory Use: A use customarily incidental to the principal use of land.
- 2) Board of Commissioners: The Madison County Board of Commissioners.
- 3) Building Inspector: The Building Inspector for Madison County, Georgia.
- 4) County Attorney: The attorney for Madison County, Georgia.
- 5) County Clerk: The County Clerk for Madison County, Georgia.
- 6) Developer: The owner of land proposed for development or his representative.
- 7) Engineer: A registered, professional engineer licensed by the State of Georgia.
- 8) Family: One or more persons occupying a dwelling and living as a single housekeeping unit, as distinguished from persons occupying a boarding house, lodging house, or hotel.
- 9) Health Department: The Madison County Health Department.
- 10) Individual Sewage Disposal: A septic tank, seepage tile sewage disposal system, or any other sewage treatment device approved by the Health Department.
- 11) Land Use Management Commission: The Land Use Management Commission of Madison County, Georgia.

ARTICLE III DEFINITIONS of TERMS (Continued)

- 12) Lot: A parcel of land occupied or to be occupied by one or more main buildings and its accessory buildings with such open and parking spaces as are required by the provisions of this Ordinance and having its frontage upon Street or streets.
- 13) Manufactured Home: A factory-fabricated structure originally constructed with wheels or equipped for the attachment of wheels, whether or not such wheels have been removed, transportable in one (1) or more sections, designed for long term occupancy as a single-family dwelling, or a business, or for any other purpose, that is constructed in accordance with Federal Manufactured Home Construction and Safety Standards and bears an insignia issued by the U.S. Department of Housing and Urban Development (HUD).
- 14) Manufactured Home Park: Any lot on which are customarily placed two (2) or more manufactured homes for a period of time exceeding thirty (30) days.
- 15) Open Space: Any portion of an individual lot within the park that is designed and designated for use by the residents of said park, not including streets and off-street parking areas. Open spaces shall be substantially free of structures, but may contain such improvements as shown on the plans as finally approved. Unless dedicated and accepted by the County, maintenance shall be the responsibility of the property owner(s) of the park.
- 16) Plat: A map, plan or layout of a county, city, town, section, subdivision or development indicating the location and boundaries of properties.
- 17) Principal Use: The primary purpose for which land or a building is used.
- 13) Right-of-Way Line: The dividing line between a lot, tract or parcel of land and a contiguous right-of-way.
- 19) Sign: Any words, lettering, parts of letters, figure, numerals, phrases, sentences, emblems, devices, designs, trade names or marks, or combinations thereof, by which anything is made known, such as the designation of an individual, a firm, an association, a profession, a business, a commodity, or product which are visible from any public way and used as an outdoor display.

ARTICLE III DEFINITIONS of TERMS (Continued)

- 20) Sign Area: The smallest square, rectangle, triangle, circle or combination thereof encompassing the entire advertising area, excluding architectural trim and structural supports.
- 21) Street/Road: A public or private thoroughfare that affords the principal means of access to abutting property. For the purpose of this ordinance “streets” are divided into the following categories:
- A. Arterial: a street which is used primarily for fast and heavy traffic flow, is of considerable continuity, and is used to travel through and within the County.
 - B. Major Collector: a street which carries traffic from activity centers and minor collector streets to arterial streets and streets of higher classification.
 - C. Minor Collector: principal entrance streets to park the main streets for circulation within a park, which serve a network of four (4) or more local streets.
 - D. Local Street: a street used primarily for access to abutting properties as opposed to the collection and dispersion of traffic.
 - E. Cul-de-Sac: a local street having one (1) end open to traffic and the other end permanently terminated by a vehicular turn—around.
 - F. Marginal Access Road: a street which is parallel to and adjacent to an arterial street or highway and which provides access to abutting properties and protection from through traffic.
 - C. Dead End: a stub street in a subdivision or manufactured home park that may at later time be continued into another portion of the subdivision or park.
- 22) Street/Road Grade: The grade of the centerline of a street measured at any point along the street expressed as a percent.

ARTICLE IV — MANUFACTURED HOME PARKS

Section 4.1 Park Development Criteria. Manufactured home parks, as defined in this ordinance, including additions of acreage to existing manufactured home parks or replacement of individual housing units within existing manufactured home parks begun after the adoption of this ordinance, must adhere to the following criteria.

- 4.11 Minimum lot area per park shall be five (5) acres; minimum lot width f or portion used for entrance and exit shall be one hundred (100) feet; and minimum lot Street frontage shall be one hundred (100) feet.
- 4.12 Minimum lot area for each manufactured borne space or stand shall be eight thousand nine hundred (8,900) square feet and mini yard set backs shall be as follows: front yard — twenty (20) feet; side yard — twenty (20) feet; and rear yard — twenty (20) feet. Each manufactured home unit's long axis, shall be oriented parallel to the Street from which entry is gained to the unit. Front yard setback is in addition to square footage required for installation of required deck, landing or patio and any necessary steps. Buffers shall not be included in minimum lot area.
- 4.13 There shall be a maximum of two and one—half (2 1/2) manufactured home units per acre.
- 4.14 Each manufactured hone lot shall be provided with a driveway that is at least twenty (20) feet wide and is connected to the interior drive. Each manufactured home lot driveway shall be sufficient in length and width to serve as two (2) off—street parking spaces. Driveways at least twenty (20) feet wide shall also be provided to service buildings and recreation buildings or areas.
 - 4.141 Driveways shall be constructed and maintained in accordance with sections 5.24, 5.25, 5.26, 5.27, and 5.28.
- 4.15 Each manufactured home unit shall be served by either individual refuse containers or dumpster(s) , the contents of which shall be emptied at least once a week into a state approved sanitary landfill. Where the manufactured home unit is set-ted by individual refuse containers, each manufactured home unit shall be provided with stands to hold the individual refuse containers and said containers shall be screened from conspicuous view. If the manufactured home unit is provided with a dumpster, said dumpster shall be screened from conspicuous view. One (1) (6) cubic yard dumpster shall be provided for each one hundred fifteen (115) persons living in the Manufactured Hone Park. The determination of the number of dumpsters required shall be based on the following ratio: 2.5 persons per single—wide unit; 4 persons per double-wide unit.

- 4.16 The owner of the manufactured home park shall provide each individual manufactured home with either a patio or deck with minimum dimensions of ninety-six (96) square feet adjacent to at least one (1) of said manufactured home's entrances. Deck must be constructed from pressure treated lumber. Each manufactured home shall be provided with prefabricated or permanent stairs with landing, constructed from pressure treated lumber, masonry or metal sufficient to provide ingress and egress from two (2) exterior doors of the manufactured home unit. Loose, stacked steps are strictly prohibited.
- 4.17 In no case shall a manufactured home unit be located within twenty feet from required buffer.
- 4.18 The manufactured home must be supported by piers as prescribed by the Southern Building Code or manufacturer's instructions, whichever is more stringent. The foundation must be enclosed by a curtain wall, manufactured skirting material, masonry construction or other materials manufactured for such purpose. Materials not manufactured for such purpose may be used if approved by the Building Inspector prior to installation. Materials not manufactured for such purpose must be installed to the same standards as materials manufactured for such purpose.
- 4.19 Except as otherwise provided, lands comprising at least ten (10) percent of the total usable area to be subdivided shall be reserved for parks, playgrounds, and/or recreational purposes in a location with suitable park resident access within a manufactured home park.
- 4.191 All property proposed for open space shall be; (1) shown on the plan, and (2) located as to be free of traffic hazards.
- 4.20 All streets within the manufactured home park shall be lighted and lights shall be spaced at a minimum of two hundred (200) foot intervals. The first light shall be within one hundred (100) feet from the entrance to the manufactured home park.

Section 4.2 Building Permit A building permit shall be required to be filed in the office of the Building Inspector for each manufactured home which is henceforth located to or moved within Madison County.

Section 4.3 Occupancy Permit An occupancy permit issued by the Building Inspector shall be required in advance of occupancy or use of each manufactured home.

---which is hereafter located to Madison County;

---which is moved from one location to a second location within the county where that manufactured housing unit will house persons or property;

---which has not been occupied within the preceding twelve (12) months; or

---where there is a change in use o.f the manufactured housing unit.

Section 4.4 Buffers

4.41 A minimum buffer strip of at least twenty (20) feet in width shall be located adjacent to each exterior property line of the manufactured home park. The buffer strip shall not be included within any individual manufactured home lot. This buffer strip shall be increased to a total width of forty (40) feet when the manufactured hone park is located adjacent to single family residences.

4.42 The required buffer strip shall be planted in the setback area and shall consist of evergreen trees and/or shrubs which will normally obtain a height of eight (8) feet within five (5) years. Maintenance of the buffer strip shall be the responsibility of the property owner. Dead trees or shrubs used in the buffer area shall be replaced cy the property owner no later than the next spring or fall planting season but no later than twelve (12) months from notification by the Building Inspector.

4.43 If the buffer area is naturally wooded, then it shall be left in its natural state. If not, the buffer area should be planted with trees to further diffuse from sound, light transmission, and visual impact. The required planting in the setback area shall be planted in such a manner as to preserve the natural topography of the land and the natural growth. If the natural growth is too dense to allow for preferred growth, the natural growth shall be thinned. Under all circumstances, diseased, dangerous or decayed growth shall be removed.

4.44 Any grading, improvements or construction adjacent to the buffer shall be conducted far enough from the buffer area so as not to disturb or encroach upon said buffer area.

Section 4.5 Tiedowns

- 4.51 All manufactured homes, HUD and non-HUD approved, located to or moved within Madison County, Georgia at or after the adoption of this ordinance shall have tiedowns with provision for distributing the load of these tie downs and provisions for the attachment of ground anchors so as to resist wind overturning and sliding as imposed by the respective design loads of this section.
- 4.52 Each tie down shall be designed to resist an allowable working load equal to or exceeding three thousand one hundred fifty (3,150) pounds and shall be capable of withstanding a fifty (50) percent overload without failure.
- 4.53 Each manufactured home tiedown shall be securely attached to a ground anchor.

Section 4.6 Ground Anchors

- 4.61 Ground anchors shall be installed at each manufactured home stand when a manufactured home, HUD or non-HUD approved, is located thereon.
- 4.62 Each ground anchor shall be capable of resisting an allowable working load equal to or exceeding three thousand one hundred fifty (3,150) pounds applied in the direction of the tie down. In addition, each ground anchor shall be capable of withstanding a fifty (50) percent overload without failure.

Section 4.7 Park Landscaping

- 4.71 Each manufactured home park shall be landscaped with trees, ground covers, and exterior screen plantings in accordance with a landscape plan submitted with the preliminary plat and approved.

Section 4.8 Signs

- 4.81 One (1) identification sign per street frontage not to exceed sixty (60) square feet shall be permitted for each entrance to the manufactured home park. If the sign is lighted, lights shall be non-reflective and shall not shine directly into any residence. Lights must be "spot" type lights, located in the ground, and must illuminate the sign only.
- 4.82 No identification sign or sign structure shall be placed upon any street or highway right-of-way.

Section 4.9 Lot Rental

4.91 No lot shall be rented for residential use of a manufactured home in any park except for periods of thirty (30) days or more, and no manufactured home shall be admitted to any park unless it can be demonstrated that it meets the requirements of any additional laws and regulations of the governing authority.

Section 4.10 Non-HUD approved Manufactured Housing Units

Non-HUD approved manufactured housing units may be located to and moved within Madison County if said unit conforms to American National Standards Institute (ANSI) 119.1 (1975), also cited as National Fire Protection Association (NFPA) Code 501(b), and has been inspected and approved by the Building Inspector.

ARTICLE V — MANUFACTURED HOME PARKS, REQUIRED IMPROVEMENTS

In every manufactured home park, the following street improvements and utilities shall be planned for and provided by the developer, by installation prior to the approval of the manufactured home park.

Section 5.1 General

- 5.11 All streets shall be named and marked with signs and all individual manufactured home lots shall be marked by a number. Individual manufactured home lot numbers shall be consecutive and in accordance with the numbering system established by the U. Postal numbering system. In the event the U.S. Postal System chooses not to number the lots, the lots shall be numbered consecutively and begin with the number one (1). Street names and lot numbers for the manufactured home park shall be noted on the final plat and said plat shall be delivered by the park owner to Madison County public service and emergency agencies governing the area in which the manufactured home park is located. Street signs and lot number signs shall be maintained by the park owner.
- 5.12 Sanitary sewer lines shall be provided to each manufactured home unit if said unit is located within a reasonable distance to an existing trunk line at the time of development of the manufactured home park. If said manufactured home unit is not located within a reasonable distance to an existing trunk line septic tanks, or other approved individual sewage disposal system shall be installed by and at the expense of the developer in conformity with the requirements of the Madison County Health Department for interim use by each manufactured home.
- 5.13 Water lines with connection to each individual manufactured home unit if said unit is located within a reasonable distance to an existing trunk line at the time of development of the park. If said manufactured home unit is not located within a reasonable distance to an existing trunk line the developer shall provide an individual water outlet for each manufactured home in conformity with the requirements of the Madison County Health Department for interim use.

Section 5.2 Road Design, Base, and Paving

- 5.21 General In order to provide for roads suitable in location, width, and improvement, and to coordinate roads so as to compose a convenient system and avoid undue hardships to adjoining properties, the following design standards for roads are hereby required.

- 5.22 Minimum road frontage for park entrance and exit shall be sixty (60) feet.
- 5.23 All roads or streets within the park shall have a minimum right-of-way width of thirty-six (36) feet, and a pavement width of twenty (20) feet.
- 5.24 Subgrade This work shall consist of placing, mixing, compacting and shaping the top six (6) inches of soil. This work also includes subgrade stabilization.
- 5.25 Compaction The entire surface shall be plowed, harrowed and mixed to a depth of at least six (6) inches. After the material has been thoroughly mixed, the subgrade shall be compacted at ninety (90) percent of the maximum density. Sheepfoot rollers are required. Compaction test shall be at five hundred (500) foot intervals and at every two (2) feet of fill material. Any areas that do not meet the specified compaction shall be excavated and replaced with suitable material. Test shall be made by an Engineer and test results shall be submitted as conducted to the Building Inspector. Responsibility for conducting tests and all costs for compaction tests shall be incurred by the developer.
- 5.26 Subgrade Material The material shall consist of Class I or II soil. If such material is not available on site, it shall be furnished by the developer.
- 5.27 Base All streets shall have a six (6) inch crusher run stone base or a four (4) inch compacted asphaltic concrete base. All unpaved streets shall be maintained by the park owner in conformance with this section.
- 5.28 Paving All streets, when paved, shall have a two (2) inch Plant Mix asphalt Type "B or "F" top wearing surface, or its equivalent, applied to a properly prepared base. All paved streets shall be maintained by the park owner in conformance with this section.
- 5.29 Linear Street Grade Maximum and minimum linear street grades shall be as follows:
- (1) Collector streets -not more than twelve (12) percent.
 - (2) Local Street, Cul-de-sac, and dead end streets -not more than fifteen (15) percent.
 - (3) No linear street grade shall be less than one-half (1/2) of one (1) percent.

Section 5.3 Storm Drainage Facilities

- 5.31 A registered engineer must certify that the proposed storm drainage improvements indicated on the manufactured home park plan are adequate.
- 5.32 If a storm drainage sewer system exists in the governmental area, then the proposed manufactured home park must contain an underground storm drainage system which will be connected to the existing area system. Such system shall be indicated on the plat:
- 5.33 If a storm drainage sewer system does not exist in the governmental area, then adequate surface drainage facilities, as certified by an engineer, shall be included in the manufactured home park and so indicated on the plan.
- 5.34 No manufactured home shall be located in a flood plain.

Section 5.4 Utilities

- 5.41 Location The facilities for underground utilities or conduits for their construction shall be in place prior to final surfacing of streets, or if streets are unpaved, prior to installation of required base. All facilities for utilities shall, where possible, be placed in easements provided for that purpose in the park or located as approved by the Board of Commissioners. No park street shall be cut for underground utility installation, whether the street is paved or unpaved -
- 5.42 Prior to issuing an Occupancy Permit, electrical hook ups must be provided, for each manufactured home unit in accordance with the Georgia Electrical Code.

Section 5.5 Preliminary Site Plan

- 5.51 Prior to development of a manufactured home park, developer shall submit to the Land Use Management Commission a preliminary plat prepared in ink or pencil on a reproducible medium. The preliminary plat may be a freehand rendering. No improvements shall be installed until the Board of Commissioners formally ap the preliminary plat. Said approval shall be based on compliance with the standards established in the Manufactured Home Regulations of Madison County. The preliminary plat shall illustrate the ultimate development of the entire plat owned by the applicant and shall identify the section for which formal plat approval will initially be requested. The preliminary plat shall be prepared at a scale of not more than one (1) inch equal one hundred (100) feet. The preliminary plat shall include at a minimum the following information:

- A. Park name and unit if within an existing park.
- B. Proposed name, if not within a previously platted park.
- C. Name, address, and telephone number of legal owner or agent of the property.
- D. Name, address, and telephone number of registered professional responsible for park design, design of improvement, and for survey.
- E. Date, scale, and north arrow.
- F. Vicinity map.
- G. Total acreage.
- H. Location of existing property lines, major easement/right-of-way, watercourses, drainage areas and ditches, and distinctive natural features.
- I. The location and width of all existing or proposed streets or public ways within or directly adjacent to the subject property.
- J. Existing buildings.
- K. The approximate location of all proposed or existing lots, and the square footage of the smallest lot.
- L. The location of flood hazard areas taken from the Soil Conservation Service maps.
- M. Statement of proposed water/sewer supply or collection method.
- N. Preliminary plat shall provide information and data relating to surface water runoff as it effects storm water drainage and impact on adjacent areas.

Section 5.6 Final Plat

The plat must be submitted to the Land Use Management Commission for approval by the Board of Commissioners within twelve (12) months of the date of the approval of the preliminary plat. The final plat shall be prepared by a registered land surveyor and shall conform to the preliminary plat. (See Article VI)

5.61 The final plat submitted shall be in ink on a reproducible medium prepared in accordance with accepted professional standards. The submittal copies shall consist of blackline or blue-line prints on a white background, and the submittal shall include such other documents as necessary to meet the requirements of these regulations. The final plat shall be prepared at a scale of one (1) inch equals one hundred (100) feet or larger. Sheet size shall be no smaller than eight and one half (8 1/2) inches by eleven (11) inches. If the entire park cannot be depicted on one sheet, the park may be divided and an index provided. The following shall be contained on the plat:

- A. Name of the park.
- B. Name, address, and telephone number of developer.
- C. Date of survey, date of plat drawing, and revision dates, graphic scale; north arrow with reference of bearings to magnetic, true, or grid north; the longitude and latitude and state plane coordinates; and the mean sea level datum.
- D. Location of tract (land district and land lot) and acreage.
- E. Index map, when more than one (1) sheet is required to depict plat.
- F. Courses and distances to the nearest existing street lines, benchmarks or other recognized permanent monuments shall be accurately described on the plat.
- G. Exact boundary lines of the park, to be indicated by a heavy line, giving distance to the nearest one-hundredth (1/100) foot and bearings to the nearest second. Park boundaries shall be determined by accurate survey in the field, and shall be balanced and closed with an error of closure not to exceed one foot in ten thousand (1/10,000) feet. The bearing and distance from a first (1st) order geodetic control point to the property boundary shall also be shown.

- H. The error of closure, as calculated by latitudes and departures, shall be stated. The benchmark used shall be provided.
- I. Municipal, county or land lot lines must be accurately tied to the boundary line of the park by distance and angles, when such lines transverse or are reasonably close to the park. The boundary line of the park must be shown by distance and angles when such lines transverse or are reasonable close to the park.
- J. Exact location, right-of-way, widths, names of all streets and alleys within and immediately adjoining the plat, and the lot number of each individual manufactured home lot within the park.
- K. Building setback, with dimension.
- L. The square footage of the smallest lot.
- N. Location, dimensions, and purposes of:
 - 1. easements, public service utility right-of- way lines; and
 - 2. sites for other than residential use, with notes stating their purposes and limitations.
- N. Accurate location, material and description of monuments and marker.
- O. Certifications for final plat approval by the Board of Commjssioners.

Section 5.7 Revision

No change, erasure, or revision shall be made on any preliminary or final plat, nor on accompanying data sheets after approval of the Board of Commissioners. In no case shall the Board of Commissioners approve a revision unless the fact that it is a revised plat is clearly stated thereon.

ARTICLE VI — PLAT REVIEW PROCEDURE

Section 6.1 General

When any manufactured home park is proposed and before any permit for the erection of a structure in such proposed park shall be granted, the park owner, or his authorized agent, shall apply for and secure approval of such proposed park in accordance with the following procedure.

- (1) The developer shall meet with the Building Inspector to review a preliminary plat of the proposed manufactured home park and insure compliance with these, and other appropriate county Ordinances and Regulations. After receiving approval of the preliminary plat by the Building Inspector, the developer shall submit to the Building Inspector at least thirty (30) days prior to the meeting of the Land Use Management Commission:
 - A. A copy of the final plat on reproducible material and all appropriate fees shall be paid. The developer shall also provide any necessary improvements guarantees.
 - B. The Land Use Management Commission shall then determine whether all requirements of these or all other governing laws, ordinances, and regulations have been met and recommend to approve, table, or disapprove the final plat. Relying on furnished information, the Madison County Board of Commissioners shall make the decision regarding the final plat and notify the developer of the decision.

ARTICLE VII - INDIVIDUAL MANUFACTURED HOMES

(This Article has been superceded by the Madison County Zoning Ordinance. Article IX, Section 9.1.4 for Individual Manufactured Homes is applicable.)

ARTICLE VIII — ADMINISTRATION, ENFORCEMENT, AND PENALTIES

The Board of Commissioners of Madison County is hereby given the authority and responsibility to appoint the Building Inspector to enforce the provisions of this Manufactured Borne Ordinance. For purposes of enforcing this ordinance, the Building Inspector shall be a sworn officer of the County. Any person or party found in violation of this ordinance shall first receive from the Building Inspector a thirty (30) day citation. During said thirty (30) day period, the person or party found in violation of this ordinance shall either correct the situation for which the citation was issued or begin appeal process. Any person or party aggrieved by a decision, order, requirement, or interpretation of this ordinance by said enforcement officer may appeal said decision in conformance with appeal procedures of Article IX.

Any person violating any provision of these regulations shall be guilty of a violation of a county ordinance and upon conviction, shall be punished for each offense according to the law. Each day such violation continues shall be considered as a separate offense.

ARTICLE IX - APPEALS

Any person or persons, jointly or severally aggrieved by any decision (including the failure to decide within thirty (30) days upon submission of all documents required by this ordinance) of the Building Inspector shall have the right of appeal to the Madison County Land Use Management Commission, if such appeal is filed with the Secretary of the Commission within thirty (30) days of the rendering of the decision by the Building Inspector.

Any person or persons, jointly or severally aggrieved by any decision (including failure to decide within thirty (30) days upon submission of all documents required by this ordinance) of the Madison County Land Use Management Commission shall have the right of appeal to the Madison County Board of Commissioners, if such appeal is filed with the Clerk of the Madison County Board of Commissioners within thirty (30) days of the rendering of the decision by the Land Use Management Commission.

Any person or persons, jointly or severally aggrieved by any decision of the Madison County Board of Commissioners shall have the right of appeal to a court of law if such appeal is filed with the Clerk of the Court within thirty (30) days of the rendering of the decision by the Madison County Board of Commissioners.