



**CITY OF BAYTOWN  
PLANNING AND DEVELOPMENT SERVICES**

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August 25, 2014

James D. McCartney  
102 Oak Shadows St  
Baytown, Texas 77520

Re: McCartney Mobile Home Park, 1306 N Alexander Dr., Baytown, Texas 77520

Dear Mr. McCartney,

In February and July of this year, Building Inspector Terry Lindsey conducted a courtesy inspection of the Mobile Home Park located at 1306 N. Alexander. Those inspections were in conjunction with the several substandard structure cases aimed at removing vacant, dilapidated manufactured homes owned by others within the park. It is our understanding that you are making improvements throughout the park to obtain the manufactured home park license and to possibly convert the property to a RV Park. We will call you within the next few days to schedule a meeting to discuss the deficiencies and develop a timeline for improvements. Following, we can walk the property with you and your contractor to specifically review the issues onsite and the necessary repairs.

The following is a list of deficiencies found during the previous courtesy inspections and the associated code references with the minimum standards. These items need to be addressed in order to pass the inspection of the manufactured home park, as required per Sec 58-72 of the Baytown Code of Ordinances.

1) Streets and vehicular access drives are in disrepair, and the rear drives may encroach onto the 10<sup>th</sup> street Right of Way.

The streets or drives within the park need to be smooth, free of pot-holes or depressions that hold water, and have some type of edging to keep the surface in place. The drive aisles closest to 10<sup>th</sup> Street appear to straddle the property line, and need to be moved "into" the park's boundaries. Also, it appears the southern-most entrance onto 10<sup>th</sup> Street does not have a curb cut but is being used for access. The curb should be re-established or blocked from access. These requirements are listed in items (a) and (d) of Section 58-100 of the code as listed below.

**Sec. 58-100. Streets.**

(a) All manufactured home parks shall be provided with safe and convenient vehicular access from abutting public streets or roads to the internal parking area or manufactured home stand. Alignment and gradient shall be properly adapted to topography.

(d) All streets shall be provided with a smooth, hard and dense surface which shall be durable and well drained under normal use and weather conditions. Pavement edges shall be protected to prevent raveling of the wearing surface and shifting of the pavement base. Street surfaces shall be maintained free of dust, cracks, holes, and other hazards.

2) Lighting throughout the park is insufficient.

There is no lighting within portions of the park, making it difficult or impossible to see pedestrians and drives. This could probably be corrected by placing 4, 100 watt "street lights" (high pressure sodium bulbs) at the four corners of the park drives, and one 250 watt HPS in the middle of the park, each on a 20 foot pole. The technicalities of these requirements are listed as items (g.1) and (g.2) of Section 58-100 of the code below, which might help an electrician that is designing and installing the system.

**Sec. 58-100. Streets.**

(g) All manufactured home parks shall be furnished with lighting units so spaced and equipped with luminaries placed at such mounting heights as will provide the following average maintained levels of illumination for the safe movement of pedestrians and vehicles at night:

(1) All parts of the park street system shall average 0.6 foot-candles and no part shall have less than 0.1 foot-candle.

(2) Potentially hazardous locations, such as major street intersections and steps or stepped ramps shall be individually illuminated and shall have a minimum of 0.3 foot-candles.

3) An adequate and safe electrical distribution system throughout the park is required.

An adequate system will include individual electrical panels for each mobile home, with approved means of over current protection (breakers) and disconnects for each stand or space, which is installed by a licensed and registered electrician. This is described in section 58-105 of the code as below:

**Sec. 58-105. Electrical distribution system.**

Every park shall contain an electrical wiring system consisting of wiring, fixtures, equipment and appurtenances which shall be installed and maintained in accordance with the building code and Section 550 as well as all other applicable sections of the National Electrical Code governing such systems.

4) Multiple sewer pipes and service lines are currently exposed.

The code is listed below, but in general terms, the sewer lines must be underground at the point of connection to the mobile home, deep enough that they are safe from being crushed, and located as far away and below any waterlines as practicable.

**Sec. 58-104. Sewage.**

(a) An adequate and safe sewage system shall be provided in manufactured home parks. Such system shall be designed, constructed, and maintained in accordance with city ordinances and the city building code.

(b) All sewer lines shall be located in trenches of sufficient depth to be free of breakage from traffic or other movements and shall be separated from the park water supply system at a safe distance as provided by state law and city ordinances. Sewers shall be at a grade which will ensure adequate flow as provided in the building code. All sewer lines shall be constructed of approved materials, shall be adequately vented, and shall have watertight joints.

(c) Each manufactured home stand shall be provided with at least one four-inch diameter sewer riser pipe. The sewer riser pipe shall be so located on each stand that the sewer connection to the mobile

home, manufactured home, or recreational vehicle drain outlet will approximate a vertical position. Each manufactured home stand shall be provided with a four-inch P-trap for the mobile home, manufactured home, or recreational vehicle sewer connection and be properly vented.

(d) The sewer connection shall have an inside diameter not less than three inches, and the slope of any portion thereof shall be at least  $\frac{1}{4}$  inch per foot. The sewer connection shall consist of one pipe line only without any branch fittings. All joints shall be watertight.

(e) All materials used for sewer connections shall be semi-rigid, corrosive resistant, nonabsorbent and durable. The inner surface shall be smooth.

(f) Provision shall be made for capping the sewer riser pipe when neither a mobile home nor manufactured home occupies the lot. Surface drainage shall be diverted away from the riser. The rim of the riser pipe shall extend at least four inches above ground elevation.

I will call you within the next few days to schedule a meeting on or before September 5, 2014 to go over these items and any plans you may have to ensure all issues are addressed. This includes meeting with your contractors regarding the planned work and inspection process. We will work with you to develop a timeline to bring the park into compliance and to address the life safety issues. Please remember that licensed electrical and plumbing contractors will be required to pull permits and perform the work as required by State law. Once all permits have been obtained and all inspections have passed, we will then be able to issue an annual operating license for your park, which should happen before December 1, 2014. If you have any additional questions or need additional information, please do not hesitate to contact me.

Respectfully,



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