



**Abandoned Manufactured Homes Grant Program
Grant Application
February 26, 2018**

1. Contact Information

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Alamance County is a Tier 2 County

2. AMH Program Description

- **An estimate of the number of AMH units intended to be managed during the grant term and the length of grant term and the length of the grant term requested (one or two years):**

The purpose of the Alamance County Abandoned Manufactured Home Program is to provide a method to aid citizens with the financial burden of removing abandoned manufactured homes in an environmentally safe manner. It is the intent of Alamance County to place a preference on the use of grant monies for the removal of single-wide manufactured homes. Therefore, the County estimates that approximately nine (9) abandoned manufactured homes will be removed during the one-year term of this \$ 10,000.00 grant.

- **A description of the program approach to sharing the cost of deconstruction with responsible parties and a description of the process for recovery of funds from responsible parties**

Eligibility under this program may be by both voluntary designation or through the county's enforcement of the "Alamance County Ordinance Regulating the Dead Storage of Manufactured Homes (December 17, 2007)". This document is found on the Alamance County Website at: <https://www.alamance-nc.com/commissioners/ordinances/>.

Owners of manufactured homes in violation of this ordinance are encouraged to apply for the AMH Grant in lieu of the citation process. Owners are required to pay half of the estimated deconstruction fee before deconstruction takes place. These fees will be collected by the Planning Department.

Applications may be submitted by private owners, not by the owners of commercial establishments, such as a manufacturer of homes or a mobile home park, via the Planning Department website, by mail, or in person. The program is also advertised by Alamance County on the County and Planning Department websites. Voluntary applications are processed by Planning Department staff in the order they are received. All documents, including applications, affidavits of ownership, and use of premises agreements, will be kept in the Planning Department.

Alamance County will not seek to charge program administrative costs to the AMH Grant Program and will absorb the costs. To the extent possible, Alamance County intends to allocate all grant funds to the deconstruction and disposal of abandoned manufactured homes to have the greatest impact on the number of homes that can be managed with the support of grant funds. Although Alamance County is a Tier 2 County overall, the areas targeted are low-wealth areas per the latest Census figures and the program would not be as successful if all homeowners were expected to contribute. Any deconstruction and disposal costs that exceed the amount eligible for state grant funding will be the responsibility of the property owner. Additionally, grant funds will only be used to fund ½ of the proposed deconstruction cost, up to \$750.00, for in violation of our Ordinances.

- **A description of the program approach to deconstruction operations. Will deconstruction activities be performed by the county staff or a contractor? Will the county staff oversee or supervise deconstruction activities? Will non-recycled deconstruction debris be directed to a specific facility for disposal?**

All contractors will be required to carry one- million dollars (\$1,000,000) in general liability insurance to engage in this work with the county. Before deconstruction, the Alamance County Planning Department staff will make a site visit to determine that all utilities have been disconnected, all personal property has been removed, and that recyclable materials are present, including mercury thermostats. Staff will coordinate the scheduling of deconstructions and will make a final inspection after deconstruction. A contractor will be hired, through a Request for Proposal (RFP) process, to deconstruct the manufactured homes selected for the AMH Grant program on site. The contractor will be responsible for taking all recyclable materials, including all metal components, to a scrap recycling center, fluorescent lights and mercury thermostats to the Alamance County Landfill, or other facility permitted to receive such materials, and all non-recyclables to the Alamance County Landfill. As an incentive to encourage recycling and to lower the deconstruction cost per unit, the contractor will be allowed to keep the proceeds from the recycled material. The removal site must be cleaned and reseeded after deconstruction or restored to a state approved by the applicant. Alamance County has submitted a listing of three (3) demolition contractors that meet its performance criteria and will serve as the “pool” of firms and persons that may be contracted to conduct AMH cleanup under this grant. Demolition work will be awarded to one or more qualified contractors as determined by Alamance County and is not limited to the contractors listed below:

- 4 Season’s Site and Demo, Incorporated, PO Box 15590, Wilmington, NC 28408, Phone: 910-793-3662
- DH Griffin Wrecking Co. Incorporated, 4716 Hilltop Road, Greensboro NC 27407, Phone: 336-855-7030
- Ground Breakers Grading and Hauling LLC, 38288 Gold Hill Road, Richfield, NC 28137, Phone: 704-796-8392

The metals recycler that the county contractors may send salvaged metals to from abandoned manufactured homes (AMHs) deconstruction work include, but are not limited to, CMC Metals, 2600 Park Road Extension, Elon, NC 27244, Phone: 336-584-4134.

Abandoned Manufactured Homes (AMHs) may be demolished on-site at the property or may be transported to the Alamance County Landfill for demolition work depending on economics and other county criteria. Only where an AMH can be safely transported, the contractor has met all permitting requirements, and permission has been given by the NC Department of Transportation will an AMH be allowed for demolition at the landfill.

- **A plan for meeting basic recycling requirements when managing AMH units, at a minimum including the recycling of all metals, including siding, roofing, chassis, and window frames:**

During discussions with the contractor and/or site visit and inspection, the county staff identifies what materials needs to be recycled. Identified items must be sorted prior to transfer to the Alamance County Landfill or a recycling center. Alamance County Planning Department staff checks to ensure proper management of recyclables on site visits pursuant to the Written Plan associated with this AMH Grant (See *Appendix # 1, Page 5*).

- **A plan for the removal and proper management of mercury thermostats:**

All hazardous materials collected will be sent to the Alamance County Landfill including any mercury thermostats, switches or other mercury containing devices encountered during a demolition. The landfill sends all hazardous materials delivered is sent to EcoFlo, Incorporated at 2750 Patterson Street, Greensboro, NC 27407; Phone- 800-999-6510; email; info@ecoflo.com.

- **A plan for the removal and proper management of fluorescent lights:**

Likewise, any mercury containing lights found at an AMH demolition will be sent to EcoFlo Incorporated of Greensboro, NC and managed in accordance with the Written Plan for this Alamance County AMH Grant.

- **A plan for the removal and proper management of white goods, tires and other materials banned from disposal in North Carolina:**

The Alamance County Planning Department will make sure that all white goods, tires, and other banned materials are separated from other demolition wastes and set aside for recycling. Where tires go to the landfill, they are sent from there to Carolina Holdings, LLC; at <http://www.carolinaholdingsgroup.com/>.

- **A plan for gathering and tracking program data including the number of units managed and the tonnage and types of materials recycled and disposed of for each unit ...:**

All records associated with Alamance County abandoned manufactured home deconstruction and removal projects supported with state funds shall be maintained by the Alamance County Planning Department. These records will include relevant details for each unit managed, including property address, property ownership, copies of invoices and records for all costs associated with the deconstruction project, records

of any responsible party fees collected, and records/receipts on the amounts and types of materials recycled and disposed, including mercury thermostats. Contractors will be required to submit data on the amount of materials recovered before invoices for deconstruction services are paid and this data will be kept on file by Alamance County. “Before and After” photos will be kept by the county in its files for each unit demolished under the grant program.

3. Implementation Timeline – One-Year Grant:

Alamance County is applying for a one-year contract term. The county received its first grant in 2012 and it was successfully completed on time at the end of the one-year term. The second grant was received in 2014 and was extended in 2015 to end in May 2016 due to repeated staff turnover. The most recent grant cycle was completed in November of 2017. It is expected that the next one-year contract will be completed in a timely manner. Below is a proposed schedule for the implementation of the grant:

- **June 1, 2018:** All work to procure contractors, update media including website, outreach to program applicants, review proposals, select qualified contractors, and procure services for demolition of abandoned manufactured homes (AMHs) completed and ongoing; and
- **May 31, 2019;** Final Report and Final Reimbursement Completed and Approved by NC DEQ DEACS.

4. Program Budget (One-Year Grant):

A summary of the projected program expenses and revenues are detailed in the tables below:

Alamance County AMH Program Expense Budget Table		
AMH Program Expenses	per unit	projected @ 9 units
Contractor Fees / Operational Costs (all fees added)	\$ 1,166.67	\$ 10,500.00
Hazardous Materials Disposal Costs	\$ 0	\$ 0
Landfill Disposal Costs	\$ 0	\$ 0
Administrative Costs	\$ 0	\$ 0
Total Projected Expenditures	\$ 1,166.67	\$ 10,500.00

Alamance County AMH Program Revenue Budget Table (Projected at nine (9) units)	
AMH Program Revenue Item Description	Amount
State Grant Fund Reimbursements (9 units @ an average of \$ 1,166.67/unit)	\$10,000.00
Local Government Funds	\$ 0
Responsible Party Fees (<i>estimated revenue for units in violation of Dead Storage of Manufactured Homes Ordinance, 50% of cost per unit</i>)	\$500.00
Total Funds Received	\$10,500.00

5. Written Plan for the Management of Abandoned Manufactured Homes:

A copy of the Written Plan for this abandoned manufactured homes (AMH) Grant Application is included in Appendix # A titled **“Alamance County Abandoned Manufactured Homes Removal Program -February 2018”** and meets the planning requirements. **This Written Plan incorporates the information contained in the “Alamance County Ordinance Regulating the Dead Storage of Manufactured Homes – December 17, 2007).** Appendix # B is also included and consists of relevant sections of the most recent update of the Alamance County Solid Waste Management Plan from 2012. This page of the plan addresses AMHs that are sent to the county landfill for demolition and handling of non-hazardous special wastes at the landfill (such as, tires, white goods, and other materials) that may be encountered at an AMH demolition.

Attachments:

- Appendix # A: Written Plan – “Alamance County Abandoned Manufactured Homes Removal Program”.
- Appendix # B: Excerpts from the 2012 Alamance County Solid Waste Management Plan. (See Webpage for full document at <https://www.alamance-nc.com/landfill/about-us-2/solid-waste-management-plan/>)

Appendix # A

Written Plan

**ALAMANCE COUNTY ABANDONED
MANUFACTURED HOMES REMOVAL
PROGRAM**



**Alamance County Planning Department
Libby Hodges
Planning Director
February 2018**

Appendix # A

I. PURPOSE

The purpose of this program is assist citizens in the cleanup and removal of abandoned manufactured homes. Abandoned manufactured homes may present a public health hazard and negatively impact the aesthetics of the county and its municipalities.

II. PROGRAM DESCRIPTION

This program will provide a method to aid citizens with the financial burden of removing abandoned manufactured homes in an environmentally safe manner. When available, funding for this program will be provided by the NC Department of Environmental Quality. Certain materials from manufactured homes removed under this program must be recycled in order to receive assistance. Application for this program must be made with the Alamance County Planning Department. This program will be used to aid in the enforcement of the Alamance County Dead Storage of Manufactured Homes Ordinance. Affected property owners may participate on a voluntary basis as well.

III. DEFINITIONS

Abandoned Manufactured Home: A manufactured home that is not being occupied as a dwelling and does not provide complete, independent living facilities for one (1) family, including permanent provisions for living, sleeping, eating, cooking, and sanitation; or a manufactured home for which an owner cannot be determined through reasonable efforts that include utilizing the Alamance County Tax Assessor's records, and other appropriate sources; or a manufactured home which meets the criteria for a Class II or Class III mobile home as set forth in the Dead Storage of Manufactured Homes Ordinance.

Class II Mobile Home: A manufactured home which constitutes a public nuisance. Such a home may display one or more of the following characteristics:

1. Is a point of heavy growth of weeds or other noxious vegetation over ten (10) inches in height; or
2. Is a point of collection of pools or ponds of water; or
3. Is being used for storage purposes rather than residence purposes; or
4. Is a breeding ground or harbor for mosquitoes, other insects, rats, or other pests.

Class III Mobile Home: A manufactured home which rises to the level of a significant public nuisance. Such a home may display one or more of the following characteristics:

Appendix # A

1. Is so situated that there is a danger of it falling or turning over; or
2. Has utilities that are being run by electric cords that extend from another structure; or
3. Is structurally unsound; or
4. Is a point of concentration of quantities of gasoline, oil, or other flammable or explosive materials as evidenced by odor; or
5. Is a point of collection of garbage, food waste, animal waste, or any other rotten or putrescent matter of any kind; or
6. Has points of access which are not secured or is missing doors or windows; or
7. Has parts thereof which are jagged or contain sharp edges of metal or glass.

Dead Storage: Keeping or accumulating items or materials that are not being used for their intended purpose(s) for an extended period of time

Demolition Contractor: A company or individual that performs the service of deconstruction, removal, and/or recycling of a structure or scrap debris.

Manufactured Home: A structure, transportable in one or more sections, which in the traveling mode is eight (8) body feet or more in width, or forty (40) body feet or more in length, or, when erected on site, is three hundred and twenty (320) or more square feet; and which is built on a permanent chassis and designed to be used as a dwelling, with or without permanent foundation, when connected to the required utilities, including the plumbing, heating, air conditioning and electrical systems contained therein. For the purposes of this program, mobile homes shall be synonymous with manufactured homes, but travel trailers and campers shall not be considered manufactured homes.

Scope of Services Agreement: A written contract the Demolition Contractor operates under for the deconstruction and removal of abandoned manufactured homes.

IV. ELIGIBILITY

Eligibility for participation in this program will be determined by the Alamance County Planning Director or his/her designee after receiving either a voluntary request by the property owner or in response to a complaint filed under the Dead Storage of Manufactured Homes Ordinance. To be eligible a home must be:

1. Privately owned and cannot be owned by a commercial establishment, such as a manufacturer of homes or a mobile home park.
2. The home must be vacant.

V. FINANCIAL ASSISTANCE

Through grant funding from NCDEQ, financial assistance may be used to help off-set or fully cover the cost of removal of an abandoned manufactured home.

Appendix # A

1. Voluntary Designation: Those that voluntarily designate a manufactured home as abandoned, and upon verification by staff, may be eligible for up to \$1,500 assistance, for single-wide manufactured homes, or \$2,500 for double-wide manufactured homes. Any cost over that amount must be paid by the owner of the property or manufactured home, to be paid to the Planning Department before deconstruction. *Preference will be placed on the removal of single-wide manufactured homes.*
2. Ordinance Violations: As it is the intent of the County to work with those in violation of a County Ordinance to achieve compliance, those found to be in violation of the Dead Storage of Manufactured Homes Ordinance may be eligible for assistance as well. In these circumstances, the party in violation will be eligible for assistance of 50% of the cost of removal up to a maximum benefit of \$750. The difference of the cost of removal must be paid to the Planning Department before deconstruction.

Participation will be on a first come, first serve basis and will continue as long as funding is available.

VI. DECONSTRUCTION

Deconstruction of abandoned manufactured homes will be performed on-site where the manufactured home is located.

1. On-Site Deconstruction: Deconstruction performed on-site shall be performed by a qualified demolition contractor. Property owners may not deconstruct a manufactured home themselves and request reimbursement.
 - a. Prior to on-site deconstruction, the demolition contractor will conduct a site survey with the property owner to identify any utility connections including the location of a septic tank and/or septic field.
 - b. It will be the property owner's responsibility to ensure that all utility connections have been disconnected and personal property removed, and to notify the demolition contractor when this has been completed.
 - c. The property owner must also notify the contractor of any potential hazards on the site.
 - d. Contractors may not access the property through an adjoining property without the consent of the adjoining property owner.
 - e. All hazardous materials must be removed from the structure prior to deconstruction. Any such materials must be properly removed from the demolition site and transported to a facility permitted to receive such materials.
 - f. The contractor shall be responsible for obtaining any necessary permits.
 - g. The contractor shall deconstruct the home in a manner to minimize airborne debris and to cause the least amount of disturbance or damage to the property.

Appendix # A

- h. All materials shall be delivered to the Alamance County Landfill and/or recycling center.
- i. Contractors will be allowed to sell any recyclables generated through the deconstruction and will be allowed to keep the proceeds of the sale.
- j. Receipts shall be kept for disposal of all materials and submitted to the County prior to receiving reimbursement.

VII. RECYCLING

It is mandatory that the frame and axles be removed for recycling. Documentation of the final disposal destination will be required. Any other components that can be recycled should be considered when feasible. All Freon containing appliances, tires, mercury thermostats, fluorescent bulbs, and mercury switches shall be removed prior to deconstruction and delivered to the Alamance County Landfill or other facility permitted to receive such materials. A receipt of delivery will be required for reimbursement.

Appendix # B

Excerpts from the 2012 Alamance County Solid Waste Management Plan:

4. SPECIAL WASTES

Abandoned Manufactured Homes

Current Program: Alamance County has produced an agreement that can be enacted with an owner for abandoned manufactured home disposal. It states that the owner agrees to pay one half of the moving costs to bring the unit(s) to the Alamance County Landfill. The metal will be recycled. The revenue from the sale of that metal will cover the County's cost of disposal and the remainder of the moving costs.

Intended Actions: The County will continue to provide the services as outlined above.

and

D. Special Wastes

Special wastes are briefly discussed here due to disposal considerations. Most of these special waste materials are recycled and are fully addressed earlier in the Plan.

Current Program: The Alamance County Landfill has handling capabilities and recycling/disposal options in place for all non-hazardous and non-regulated special wastes currently banned from landfill disposal by the State. These materials include whole tires, white goods, used oil, oil filters and lead-acid batteries.

- The landfill staff is contacted prior to any abandoned manufactured homes coming onsite for disposal. The staff spray-paints the date on the side of the home and takes several pictures of each unit. The metal is then removed for recycling. Once all recyclables have been removed, the rest of the unit is landfilled.

Intended Actions: The County will continue to offer and support the services as outlined above. Information has and will continue to be distributed to the public informing them of alternative reuse and recycling disposal sites for all special wastes besides those provided by the County.

