

# ORDINANCE NO. 017-22

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OLNEY, TEXAS ESTABLISHING A RECREATIONAL VEHICLE PARK DISTRICT; DEFINING TERMS; PROVIDE FOR SAFETY AND DEFENSIBLE SPACES; PROVIDING FOR ENFORCEMENT BY THE POLICE DEPARTMENT; ESTABLISHING AN EFFECTIVE DATE; AND FINDING THE MEETING IN COMPLIANCE WITH THE OPEN MEETINGS ACT.**

**WHEREAS**, the City Council wishes to establish a Recreational Vehicle Park District; and

**WHEREAS**, the City Council wishes set regulations concerning defensible spaces, critical water and wastewater infrastructure;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OLNEY, TEXAS:**

**The definitions of the terms “Recreational Vehicle” and “Recreational Vehicle Park” contained in Chapter 14, Section 17 of the Olney Municipal Code shall be amended to read as follows:**

## **DEFINITIONS**

Recreational Vehicle. Any lawful portable vehicle built on a chassis and intended to be used generally for temporary living and sleeping quarters for travel, recreation, and vacation purposes. The term includes travel trailers designed to be towed, motor homes designed as temporary dwellings equipped to travel under their own power, and any other portable contrivances intended to be used as temporary living and sleeping quarters which may be moved under its own power, towed, or transported by another vehicle. This definition does not include mobile homes or HUD-code manufactured homes.

Recreation Vehicle Park. Any lot, tract, or parcel of land upon which accommodation is provided for two (2) or more recreational vehicles used as living or sleeping quarters by the day, week, or month, whether a charge is or is not made.

**Chapter 14, Section 8.3 of the Olney Municipal Code shall be amended to read as follows:**

## **SEC. 8.3. CLASS IV – RV- Recreational Vehicle Park DISTRICT**

General Provisions: It is the purpose of this district to provide regulations for recreational vehicle parks at appropriate locations in relation to the existing, immediate, and potential development and in relation to other uses and community facilities to afford a proper setting for such uses and proper relation to other land uses.

Uses: Recreational vehicle parks all of which are designed specifically for the placement of Recreational Vehicles.

8.3.1 Permit: It shall be unlawful for any person to operate or maintain within the City Limits of the City of Olney, Texas, any recreational vehicle park unless such person shall first obtain a permit therefor. Recreational vehicle park permit fee is \$150.00.

- a. Terms used herein, including the terms “recreational vehicle” and “recreational vehicle park”, are defined in Section 17 of the Chapter 14 of the Olney Municipal Code.

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- 8.3.2. Application for original license shall be in writing, signed by the applicant, and shall contain the following:
- a. The name and residential address of the applicant.
  - b. The exact location and legal description of the park.
  - c. A complete site development plan of the park, showing the following:
    1. The area and dimensions of the tract of land;
    2. The number, location and size of all recreational vehicle lots;
    3. The location and width of roadways and walkways;
    4. The location of water and sewer lines;
    5. Plans and specifications of the water supply and refuse and sewage disposal facilities;
    6. Plans and specifications of all buildings constructed or to be constructed within the park; and
    7. The locations and details of lighting and electrical systems.
- 8.3.3 A recreational vehicle park permit is valid for one year (365 days) from the date issued. Permit must be renewed annually. Application for renewal of the permit shall be made in writing by the holder of the permit and shall specifically contain any change in the information submitted in connection with the initial application. Application for renewal must be submitted 30 days prior to the expiration date. A renewal fee of \$150.00 must be paid at the completion of the annual inspection and issuance of the permit.
- 8.3.4 Applications for the original license shall be filed with the City Secretary. Before acting on such application, the City Council shall submit the same to the City Planning and Zoning Commission for its recommendation and report. If the applicant is found to be of good moral character and the recreational vehicle park found to be in compliance with all provisions of this ordinance and all other applicable ordinances, statutes and regulations of this City and of the State of Texas, the City Council may approve the application, and in the case of proposed parks, make such approval contingent upon the completion of the park according to the plans and specifications submitted with the application. The City Secretary, at the direction of the City Council, shall issue the license.
- 8.3.5 The owner of any recreational vehicle park in existence upon the effective date of this ordinance shall prior to the last day of 90 days make application for license as required in Section 8.3.2.
- 8.3.6 Any Recreational Vehicle Park open and operating prior June 1, 2022, shall be exempt from the requirements contained in Sections 8.3.10, 8.3.13, 8.3.16 (c), 8.3.18, 8.3.19, and 8.3.20 of this Chapter, until or unless the exempted Recreational Vehicle Park has additional land added or has changes to its layout or design. All areas added to an exempted Recreational Vehicle Park or areas with changed layout or design shall be brought into full compliance with the requirements of this Chapter and shall no longer be exempted.
- 8.3.7 The owner of any recreational vehicle park presently situated outside of the City Limits of the City of Olney, Texas, whose park shall be taken into the said City Limits subsequent to the passage of this ordinance shall make application for license within sixty (60) days from the date of annexation and shall, within one (1) year from the date of

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annexation, fully comply with the terms and provisions of this ordinance with exception of Section 5.7.9 [Section 8.3.9]. Park may apply for a variance in requirement within 60 days from the date of annexation.

- 8.3.8 Upon application for transfer of the license to a new owner of the park, the City Council may issue a transfer. Such original license and transfer thereof, may be granted at any time during the year, and shall expire at midnight, one year hence, unless previously revoked or terminated.
- 8.3.9 Location: Recreational vehicle parks may be located only in conformity with the Comprehensive Zoning Ordinance of the City and in addition to the requirements contained therein, each boundary of the park must be at least 100 feet from any permanent residential building located outside the park, unless separated therefrom by a natural or artificial barrier, or unless a majority of the property owners according to area within 100 feet from the property line of such park, consent in writing to the establishment of the park; provided, however, that provisions of this section shall not apply to recreational vehicle parks already in existence, and in operation at the time of the passage of this ordinance, and such existing and operating parks shall be treated as non-conforming use insofar as the requirements of this section are concerned.
- 8.3.10 Area requirements: Recreational vehicle lots shall have a minimum area of 1,500 square feet and a minimum width of 30 feet.
- 8.3.11 Site drainage requirements: The ground surface in all parts of every recreational vehicle park shall be graded and equipped to drain all surface water in a safe, efficient manner.
- 8.3.12 Park area for nonresident uses: No part of any park shall be used for nonresidential purposes, except such uses that are required for the direct servicing and wellbeing of park residents and for the management and maintenance of the park.
- 8.3.13 Required separation between recreational vehicles:
- a. Recreational vehicles shall be separated from each other and from other buildings and structures by at least 20 feet. For clarity, this required separation applies equally to recreational vehicles placed end-to-end, even where opposing rear walls are staggered.
  - b. An accessory structure such as an awning, cabana, storage cabinet, carport, windbreak, and porch which has a floor area exceeding 25 square feet, and has an opaque top or roof, shall for purposes of all separation requirements, be considered to be part of the recreational vehicle.
- 8.3.14 Required recreation areas:
- a. In all parks accommodating or designed to accommodate 25 or more recreational vehicle, there shall be one or more recreation areas which shall be easily accessible to all park residents.
  - b. The size of such recreation areas shall be based upon a minimum of 100 square feet for each lot. No outdoor recreation area shall contain less than 2,500 square feet.
  - c. Recreation areas shall be so located as to be free of traffic hazards and should, where the topography permits, be centrally located.
- 8.3.15 Required setbacks, buffer strips and screening:
- a. All recreational vehicles shall be located at least 15 feet from any park property boundary line abutting upon a public street or highway and at least 15 feet from other park property boundary lines.

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- b. There shall be a minimum distance of 15 feet between the recreational vehicle stand and abutting park street.
- c. All recreational vehicle parks located adjacent to industrial or commercial land uses shall be provided with screening such as fences or natural growth along the property boundary line separating the park and such adjacent nonresidential uses.

### 8.3.16 Park street system and car parking:

- a. General Requirements: All recreational vehicle parks shall be provided with safe and convenient vehicular access from abutting public streets or roads to each recreational vehicle lot. Such access shall be provided by streets, driveways, or other means.
- b. Park Entrance: Entrances to recreational vehicle parks shall be designed to minimize congestion and hazards and allow free movement of traffic on adjacent streets. No parking shall be permitted on the park entrance street for a distance of 100 feet from its point of beginning, unless the park entrance is at least 36 feet wide.
- c. Internal Streets: Roadways shall be of adequate width to accommodate anticipated traffic, and in any case shall meet the following minimum requirements:
  - 1. All streets, except minor streets (from back of curb, if provided) 25 feet.
  - 2. Minor streets (acceptable only if less than 500 feet long and serving less than 25 recreational vehicle or any length if recreational vehicle lots abut on one side only) 18 feet.
  - 3. Dead end streets shall be limited in length to 1,000 feet and shall be provided at the closed end with a turnaround having an outside roadway diameter of at least 60 feet.
- d. Car Parking: Off-street parking areas and parking lanes shall be provided for the use of park occupants and guests. Such areas shall be:
  - 1. Furnished at a rate of at least 1.25 car spaces for each recreational vehicle lot.
  - 2. Located within 200 feet from the recreational vehicle to be served, unless other vehicular access is provided.
  - 3. The minimum street width requirement under Section 8.3.17(c) shall be increased by 7 feet if on-street parking is the only type of car parking provided in a recreational vehicle park.
- e. Required Illumination of Park Street Systems: All parks shall be furnished with lighting units so spaced and equipped with luminaries placed at such mounting heights as will provide illumination for the safe movement of pedestrians and vehicles at night.
- f. Park Street Construction and Design Standards: The minimum quality of park street paving shall be that presently or hereafter required for public streets and roadways within the City of Olney.

8.3.17 General requirements: An accessible, adequate, safe and potable supply of water shall be provided in each recreational vehicle park. Where a public supply of water of satisfactory quantity, quality, and pressure is available at the site or at the boundary of the site, the connection shall be made thereto, and its supply used exclusively. When a satisfactory public water supply is not available, a private water supply system may be developed and used as approved by the health authority.

### 8.3.18 Water distribution system:

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- a. The water supply system of the recreational vehicle park shall be connected by pipes to all recreational vehicles, buildings, and other facilities requiring water.
- b. All water piping, fixtures and other equipment shall be constructed and maintained in accordance with state and local regulations and requirements and shall be of a type and in locations approved by the City of Olney.
- c. The water piping system shall not be connected with non-potable or questionable water supplies and shall be protected against the hazards of backflow or back-siphonage.

### 8.3.19 Individual water-riser pipes and connections:

- a. Individual water risers pipes shall be located within the confined area of the recreational vehicle stand at a point where the water connection will approximate a vertical position.
- b. The pipe shall be at least three-quarter inch. The water outlet shall be capped when a recreational vehicle does not occupy the lot.
- c. Adequate provisions shall be made to prevent freezing of service lines, valves and riser pipes and to protect risers from heaving and thawing actions found during freezing weather. Surface drainage shall be diverted from the location of riser pipe.
- d. A shutoff valve below the frost line shall be provided near the water riser pipe on each recreational vehicle lot.
- e. Underground stop and waste valves shall not be installed on any water service.

### 8.3.20 Sewage disposal:

- a. General requirements: An adequate and safe sewage system shall be provided in all recreational vehicle parks for conveying and disposing of all sewage. Such system shall be designed, constructed, and maintained in accordance with state and local laws.
- b. Sewer lines: All sewer lines shall be in trenches of sufficient depth to be free of breakage from traffic or other movements and shall be separated from the park water supply at a safe distance. Sewers shall be at a grade which will ensure a velocity of two feet per second when flowing full. All sewer lines shall be constructed of materials approved by the City of Olney, shall be adequately vented, and shall have watertight joints.
- c. Individual sewer connections:
  1. Each recreational vehicle stand shall be provided with at least a four-inch diameter sewer riser pipe. The sewer riser pipe shall be located on each stand so that the sewer connection in the recreational vehicle drain outlet will approximate a vertical position.
  2. The sewer connection from the drain outlet of the recreational vehicle to the sewer riser pipe shall have a nominal inside diameter of at least three inches, and the slope of any portion thereof shall be at least one-fourth inch per foot. The sewer connection shall consist of one pipe only without any branch fittings. All joints shall be watertight.
  3. All materials used for sewer connections shall be semi-rigid, corrosive resistant, nonabsorbent and durable. The inner surface shall be smooth.
  4. Provision shall be made for plugging the sewer riser pipe when a recreational vehicle does not occupy the lot. Surface drainage shall be diverted away from the riser.

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- d. Sewage treatment and/or discharge: Where the sewer lines of the recreational vehicle park are not connected to a public sewer, all proposed sewage disposal facilities shall be approved by the City Health Officer prior to construction. Effluents from sewage treatment facilities shall not be discharged into any waters of the State except with prior approval of the health authority.
- 8.3.21 Electrical distribution system:
- a. General requirements: Every park shall contain an electrical wiring system consisting of wiring, fixtures, equipment and appurtenances which shall be installed and maintained in accordance with applicable codes and regulations governing such systems.
- b. Power distribution lines:
1. Main power lines not located underground shall be suspended at least 18 feet above the ground. There shall be a minimum horizontal clearance of three feet between overhead wiring and any recreational vehicle, service building or other structure.
  2. All direct burial conductors or cables shall be buried at least 18 inches below the ground surface and shall be insulated and specially designed for the purpose. Such conductors shall be located not less than one-foot radial distance from water, sewer, gas or communication lines.
- c. Individual electrical connections:
1. Each recreational vehicle lot shall be provided with an approved disconnecting device and over-current protective equipment. The minimum service per outlet shall be 240 volts, AC 30 amperes or 50 amperes.
  2. Outlet (receptacles or pressure connectors) shall be housed in a weatherproof outlet box and shall be located not more than 15 feet from the disconnecting device in the recreational vehicle.
  3. Receptacles shall be in accordance with the current Electrical Code adopted by the City.
  4. The recreational vehicle shall be connected to the outlet box by an approved type of flexible supply cord with a male attachment plug or with pressure connectors.
- 8.3.22 Service building and other community service facilities – general: The requirements of this section shall apply to service building, recreation buildings and other community service facilities such as:
- a. Management offices, repair shops and storage areas;
  - b. Sanitary facilities;
  - c. Laundry facilities;
  - d. Indoor recreation areas.
- 8.3.23 Required community sanitary facilities for recreational vehicle parks: Every recreational vehicle park shall be provided with a sanitary facility connection for each lot:[.]
- 8.3.24 Structural requirements for buildings:
- a. All portions of the structure shall be properly protected from damage by ordinary uses and by decay, corrosion, termites and other destructive elements. Exterior portions shall

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be of such materials and be so constructed and protected as to prevent entrance or penetration of moisture and weather.

- b. All rooms containing sanitary or laundry facilities shall:
  - 4. Have sound resistant walls extending to the ceiling between male and female sanitary facilities. Walls and partitions around showers, bathtubs, lavatories and other plumbing fixtures shall be constructed of dense, nonabsorbent, waterproof material or covered with moisture resistant material.
  - 5. Have at least one window or skylight facing directly to the outdoors. The minimum aggregate gross area of windows for each required room shall be not less than 10 percent of the floor area served by them.
  - 6. Have at least one window which can be easily opened or a mechanical device which will adequately ventilate the room.
- c. Toilets shall be located in separate compartments equipped with self-closing doors. Shower stalls shall be of the individual type. The rooms shall be screened to prevent direct view of the interior when the exterior doors are open.
- d. Hot and cold water shall be furnished to every lavatory, sink, bathtub, shower and laundry fixture, and cold water shall be furnished to every water closet and urinal.

8.3.25 *Barbecue pits, fireplaces, stoves and incinerators:* Cooking shelters, barbecue pits, fireplaces, wood burning stoves and incinerators shall be located, constructed, maintained and used as to minimize fire hazards and smoke nuisance both on the property on which used and on neighboring property. No open fire shall be permitted except in facilities provided. No open fire shall be left unattended. No fuel shall be used and no material burned which emits dense smoke or objectionable odors.

### 8.3.26 Refuse handling:

- a. The storage, collection, and disposal of refuse in the recreational vehicle park shall be so conducted as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards or air pollution.
- b. All refuse shall be stored in closed, watertight, rodentproof containers, which shall be located not more than 150 feet from any recreational vehicle lot. Containers shall be provided in sufficient number and capacity to properly store all refuse and shall be enclosed by adequate fence or shrubbery.
- c. Refuse collection stands shall be provided for all refuse containers. Such containers stands shall be so designed as to prevent containers from being tipped, to minimize spillage and container deterioration and to facilitate cleaning around them.
- d. All refuse containing garbage shall be collected at least twice weekly. Where suitable collection service is not available from municipal or private agencies, the recreational vehicle park operator shall provide this service. All refuse shall be collected and transported in covered vehicles or covered containers.

### 8.3.27 Fuel supply and storage:

- a. Natural gas system:
  - 1. Liquefied petroleum gas systems shall be installed and maintained in accordance with applicable codes and regulations governing such systems.

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2. Systems shall be provided with safety devices to relieve excessive pressures and shall be arranged so that the discharge terminates at a safe location.
3. Systems shall have at least one accessible means for shutting off gas. Such means shall be located outside the recreational vehicle and shall be maintained in effective operating condition.
4. All LPG piping outside of the recreational vehicles shall be well supported and protected against mechanical injury. Undiluted liquefied petroleum gas in liquid form shall not be conveyed through piping equipment and systems in recreational vehicles.
5. Liquefied petroleum gas containers installed on a recreational vehicle lot shall be securely but not permanently fastened to prevent accidental over-turning. Such containers shall not be less than 5 lbs. nor more than 60 lbs. capacity.
6. No liquefied petroleum gas vessels shall be stored or located inside or beneath any storage cabinet, carport, recreational vehicle, or any other structure unless such installations are approved by the health authority.

### 8.3.28 Fire protection:

- a. Recreational vehicle parks shall be kept free of litter, rubbish and other flammable materials.
- b. Portable fire extinguishers rated for classes B and C fires shall be kept in-service buildings and at other locations conveniently and readily accessible for use by all occupants and shall be maintained in good operating condition. Their capacity shall not be less than 5 pounds.
- c. Fires shall be made only in stoves, incinerators and other equipment intended for such purposes.

### 8.3.29 Responsibilities of the park management:

- a. The person to whom a license for a recreational vehicle park is issued shall operate the park in compliance with this ordinance and shall provide adequate supervision to maintain the park, its facilities and equipment in good repair and in a clean and sanitary condition.
- b. The park management shall notify park occupants of all applicable provisions of this ordinance and inform them of their duties and responsibilities under this ordinance.
- c. The park management shall supervise the placement of each recreational vehicle on its recreational vehicle stand which includes securing its stability and installing all utility connections.
- d. The park management shall maintain a register containing the following information:
  4. Name and address of each occupant.
  5. The make, model, year, name of owner, license number and state issuing such license of all automobiles and recreational vehicles.
  6. The date of arrival and date of departure of each recreational vehicle. The park shall keep this register available for inspection at all times by law enforcement officers, public health officials and other officials whose duties necessitate acquisition of the information contained in the register. The register records shall not be destroyed for a period of two (2) years following date of registration.

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- e. The park management must ensure all recreational vehicles are at all times lawfully registered, tagged, to the extent such is required by the laws of the registered state.
  - f. The park management shall notify the health authority immediately of any suspected communicable or contagious disease within the park.
- 8.3.30 Pets: Pets, if permitted in the park, shall be prohibited from running at large or from causing any nuisance to others.
- 8.3.31 The responsibilities of park occupants:
- a. Park occupants shall comply with all applicable requirements of this ordinance and shall maintain their recreational vehicle lot and its facilities, improvements, and equipment are in good repair and in a clean and sanitary condition.
  - b. Park occupants must at all times keep their recreational vehicles lawfully registered and tagged, to the extent such is required by the laws of the registered state.
  - c. Park occupants shall be responsible for proper placement of each of their recreational vehicles on its recreational vehicle stand and proper installation of all utility connections in accordance with the instructions of the park management.
  - d. Park occupants shall not allow any pets or other animals under their control from running at large or from causing any nuisance to others. If occupants are planning on a stay longer than 30 days, pets must be registered with the City in the same manner and frequency as is required of other Olney residents.
  - e. Park occupants shall only make exterior improvements to their recreational vehicle or recreational vehicle lot if permitted and approved by the park management. All such improvements must also conform in all respects with all other laws including all provisions of this Section 8.3 of the Olney City Code.
  - f. Park occupants must ensure the space immediately underneath a recreational vehicle shall be used for storage only if permitted by the park management. If permitted, the following conditions shall be satisfied:
    - 1. The storage area shall be provided with a base of impervious material.
    - 1. Stored items shall be located so as not to interfere with the underneath inspection of recreational vehicle.
    - 2. The storage area shall be enclosed by skirting.
  - g. Park occupants shall store and dispose of all his rubbish and garbage in a clean, sanitary, and safe manner. All garbage containers must be rodent-proof, insect-proof and watertight.
- 8.3.32 Additional construction: It shall be unlawful for any person operating a recreational vehicle park or occupying recreational vehicle to construct or permit to be constructed in such park, or in connection with such recreational vehicle, any additional structure, building or shelter in connection with or attached to the recreational vehicle, except however, awnings of canvas or metal, suitable constructed, may be attached to said recreational vehicle, as well as portable, prefabricated temporary rooms for the express purpose of increasing recreational vehicle living area, commonly called a "cabana," which meets the following requirements:
- a. The same shall be constructed of metal only, fire resistant, double walled, mechanical joint panels, (no welded joints between panels shall be permitted).

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- b. The strength of materials and structure shall meet the minimum standards of the City Building Code.
- c. Such structure shall be capable of being dismantled when moved.
- d. Such room shall be completely dismantled and removed from the site at the time the recreational vehicle to which it is accessory is moved.
- e. The finish and appearance shall as nearly as possible, resemble the recreational vehicle to which it is accessory.
- f. The length of any additional construction shall not exceed the length of the recreational vehicle to which it is accessory.
- g. Only one such room per recreational vehicle shall be permitted.

8.3.33 Revocation of license: The City Council may revoke any license to maintain and operate a recreational vehicle park in the event any of the provisions of this ordinance are violated. Before such license may be revoked, the City Council shall hold a hearing to determine whether such license shall be revoked. The City Secretary shall give notice of such hearing to such licensee in writing by depositing a copy of such notice in the United States Mails, postage prepaid at the address stated for such licensee in his application for license. The license may be reissued only if the circumstances leading to the revocation of such license have been remedied and the park is being operated and maintained in full compliance with this ordinance and all other applicable laws.

8.3.34 Penalty: Any person violating any provision of this ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is committed or is permitted to exist shall constitute a separate offense.

**PASSED AND APPROVED**, in Regular Session on First Reading on this 23<sup>rd</sup> day of May, 2022

**PASSED AND APPROVED**, in Regular Session on Second Reading on this 13<sup>th</sup> day of June, 2022

**CITY OF OLNEY**

By: \_\_\_\_\_  
RUE ROGERS, MAYOR OF  
THE CITY OF OLNEY, TEXAS

**ATTEST:**

\_\_\_\_\_  
TAMMY HOURIGAN, CITY SECRETARY