

AN ORDINANCE OF THE CITY OF HUNTINGTON

RECREATIONAL VEHICLE PARKS – ORDINANCE # 08282012RV

As Amended by the City Council on July 28, 2020

AN ORDINANCE OF THE CITY OF HUNTINGTON, TEXAS, REGARDING THE PLACEMENT AND LOCATION OF RECREATIONAL VEHICLE PARKS TO BE LOCATED WITHIN THE CITY OF HUNTINGTON AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Huntington (“City Council”) seeks to promote the health, safety, and general welfare of the community by preventing death, injuries, and property damage within the City of Huntington (“City”) limits; and

WHEREAS, the City Council seeks to protect property values within the City limits; and

WHEREAS, pursuant to the laws of the State of Texas, including Texas Local Government Code section 51.001, the City Council has the authority to adopt, publish, amend, or repeal an ordinance that provides for good government as well as the peace or order of the City;

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF HUNTINGTON, TEXAS THAT:

SECTION 1 – Purpose

The City Council finds that properly planned and operated recreational vehicle communities (i.e. recreational vehicle (RV) parks promote the safety and health of residents of such communities and of nearby communities and encourage economical and orderly development of such communities. It is, therefore, declared to be the policy of the City to eliminate and prevent health and safety hazards and to promote the economical and orderly development and utilization of planned and supervised RV communities by providing for the standards and regulations necessary to accomplish these purposes. This article is enacted in order to achieve orderly development of RV parks, to promote and develop the use of land to minimize possible impacts, and to promote the health, safety, and general welfare of the public.

SECTION 1.1 – Applicability

This article shall apply to any RV park to be located within the City limits of Huntington, Texas.

SECTION 2 – Definitions

Accessory structure – Any structural addition to an RV or RV site, including awnings, cabanas, carports, garages, porches, storage cabinets, storage sheds, and similar appurtenant structures.

Biodegradable – Any item capable of being decomposed by biological agents, especially bacteria.

Building Official – The official of the City responsible for the inspection of electrical, mechanical, and plumbing associated with a property. If there is no such official, then the City Administrator or his/her designee shall be the ex-officio building official.

Code Official – The official of the City or their designee charged with the enforcement of the provisions of this article. If there is no such official, then the City Administrator or his/her designee shall be the ex-officio code official.

Controlling interest – Such individual or corporation controlling at least fifty-one percent (51%) ownership of the RV park.

Dry hydrant – An unpressurized, permanently installed pipe that has one end below the water level of a lake, pond, or container.

Full-time employee – A person responsible for maintenance of the RV park seven (7) days per week. This person may or may not be the owner of the park.

Licensee or agent – A person who may or may not own the RV park but is responsible for day to day operations, including maintenance of records and license of the park.

Opaque fence – A fence made of solid materials which are difficult to see through and designed to shield the RV park from public view.

Public use phone – A phone used by registrants of the RV park for emergency purposes.

Recreational vehicle or RV – Any licensed camper trailer, travel trailer, motor home, or fifth wheel trailer designed to provide temporary living quarters, recreational camping or travel use constructed with integral wheels to make it mobile and/or towable by motor vehicle.

Recreational vehicle park or RV park – Any lot, tract, or parcel of land upon which accommodation is provided for two or more recreational vehicles used as living or sleeping quarters by the day, week, or month, whether or not a charge is made. A recreational vehicle park is a unified development of spaces providing for recreational vehicle use with or without community facilities and permitted permanent buildings.

Recreational vehicle site or RV site – That part of a lot or area in an RV park that has been reserved for the placement of one recreational vehicle.

Sample well site – At the point of the property line where the customer's line and the City's line meet a connection shall be installed consisting of a vertical riser four (4) inches in circumference

extending four (4) inches to six (6) inches above grade, intended for the detection of non-biodegradable materials.

SECTION 3 – License

- A. Required – It shall be unlawful for any person to operate an RV park within the City limits unless he/she holds a valid license issued upon installation and renewed annually by the City of Huntington in the name of such person for the specific park. All applications for license shall be made on forms furnished by the City of Huntington which shall issue a license upon compliance with the provisions of this article.
- B. Hearing on denial – Any person or entity whose application for a license under this article has been denied may request, and shall be granted, a hearing on this matter before the City Council for final approval or disapproval.
- C. Application for renewal – Application for renewal of a license shall be made in writing by the licensee on forms furnished by the City of Huntington on or before January 1st of each year. Such application shall contain any changes in the information having occurred after the original license was issued or the latest renewal granted.
- D. Fee – All applications shall be accompanied by a fee as provided for in the fee schedule found in Appendix A.
- E. Approval of transfer – Every person holding a license shall give notice in writing to the City of Huntington within ten (10) days after having sold, transferred, given away, or otherwise disposed of interest in or control of any RV park. Application for transfer of a license shall be made within ten (10) calendar days thereafter. The City of Huntington shall act on the application for license transfer, and it shall be approved if the RV park is found to be in compliance with the provisions of this ordinance.
- F. Transfer fee – All applications for license transfer shall be accompanied by a fee as provided for in the fee schedule found in Appendix A.
- G. Suspension – Upon inspection of any RV park, should the City find that conditions or practices exist which are in violation of any provisions of this article applicable to such park, the City shall give notice in writing to the owner and/or manager of the park of such violation. Should those violations not be corrected within ten (10) days, the City shall suspend the license and give notice of such suspension. Upon suspension of the license, the licensee shall cease operation of the park. The license suspension may be appealed to the City Council as set forth in subsection (B) of Section 3 of this ordinance.

SECTION 3.1 – Inspections

- A. Authorized – The Building Official and Code Official are hereby authorized to make such inspections as are necessary to determine compliance with this ordinance.
- B. Entry on premises – The Building Official and Code Official shall have the power to enter at reasonable times upon any private or public property with the express purpose of inspecting and investigating conditions relating to the enforcement of this ordinance.

SECTION 3.2 – Notices, Hearings and Orders

- A. Notice of violation** – Whenever it is determined that there are grounds to believe there has been a violation of any provision of this ordinance, the City of Huntington shall give notice of such alleged violation to the licensee or agent as hereinafter provided. Such notice shall:
1. Be in writing.
 2. Include a statement of the reasons for its issuance.
 3. Allow ten (10) days for compliance.
 4. Be served upon the licensee or agent. Such notice or order shall be deemed to have been properly served upon such licensee or agent when a copy thereof has been served in person or sent by certified mail to his/her last known address. If a municipality mails such notice to a property owner in accordance with Section 3 of this ordinance and the US Postal Service returns the notice as “refused” or “unclaimed”, the validity of the notice is not affected and the notice will be considered to have been delivered.
 5. Contain an outline of remedial action that, if taken, will affect compliance with the provisions of this ordinance.
 6. After all procedures outlined above are exhausted, citations for non-compliance may be issued.
- B. Appeal from notice** – Any person affected by a violation notice issued in connection with the enforcement of any provision of this article applicable to such park may request a hearing before the City Council, provided that such person shall file a written request with the City Secretary (copied to the Code Official) within ten (10) days of the notice having been served asking for such hearing and setting forth a brief statement of the grounds thereof. The decision of the City Council after such hearing is final. The filing of a request for hearing shall operate as a stay of the notice and of the suspension except in the case of an order issued under subsection (D) of this section.
- C. Issuance of an order** – After such hearing, the City Council shall issue an order in writing sustaining, modifying, or withdrawing the notice of violation which shall be served by certified mail upon the petitioner. Any failure to comply with an order sustaining or modifying the finding of a violation shall constitute grounds for immediate revocation of the license of the park affected by the order.
- D. Order without notice** – Whenever the city finds that an emergency exists which requires immediate action to protect public health or safety the designated official may, without notice or hearing, issue an order reciting the existence of such emergency and requiring action to be taken as deemed necessary to meet the emergency. Notwithstanding any other provisions of this section, such order shall be effective immediately, but upon written petition to the City the park owner or agent shall be afforded a hearing as soon as possible. The provisions of subsection C of this section shall be applicable to such hearing and the order issued thereafter.

SECTION 4 – Site Development Plan

A site development plan must be prepared and submitted to staff and shall include the requirements for such site plans contained herein.

SECTION 4.1 – Location and Fencing

- A. RV parks shall be located in an area regulated by this ordinance.
- B. An opaque fence at least eight (8) feet high must be placed on the property line to buffer the RV park from view. The fence shall be installed on all sides and at the rear of the property. The fence must be constructed with metal or galvanized materials. No wooden fencing allowed.

SECTION 4.2 – Size and Density

Each RV park must contain a minimum of two (2) acres with a maximum of five (5) acres. The maximum site density for RV parks shall be twenty (20) sites per acre. Only one (1) recreational vehicle is permitted per site.

SECTION 4.3 – Size of Individual Sites; Pad Requirements; Landscaping

- A. Each RV site within the park shall have a minimum area of one thousand nine hundred fifty (1,950) square feet and shall be at least thirty (30) feet wide and sixty-five (65) feet in depth. The sites shall be designed for pull-through access for ease of entering and leaving the site. A roadway is therefore required to the front and rear. Additionally, each space shall be clearly marked so as to identify the space number.
- B. The left 1/3 (10' x 65') of the site, or driver's side, must be planted with grass and other landscaping; the middle (10' x 65') must be paved with cement and the remaining 1/3, or passenger's side, can be paved with either cement, asphalt, crushed rock, or a similar material. The middle portion is to be used for parking of the RV with the paved area on the right used as a parking or patio area.

SECTION 4.4 – Street Access; Street Lighting

- A. Each RV site within the park shall have access to an internal private roadway which shall have access to a public street. The entrance of the internal roadway shall have a pavement width of at least thirty (30) feet with an adequate curb radius. The major through-fare shall have a pavement width (concrete or asphalt) of twenty-four (24) feet in accordance with City standards. The roadway may be fifteen (15) feet if one-way and shall have a turning area and radii with a minimum of sixty (60) feet to permit free movement of emergency vehicles. Dead-end streets are not allowed. The internal streets off the major through-fare may be constructed with crushed rock or similar material with the objective of prohibiting dust.
- B. Metal signs shall be placed along the emergency access lane by the owner or agent of the park stating that parking in these areas is prohibited. The sign type, size, height, and location shall be approved by the City.

- C. Adequate street lighting for the RV park shall be approved by the City.

SECTION 4.5 – Required Facilities

- A. Each RV park must have an office for the manager of the park and a bathroom with shower facilities as well as laundry facilities. All facilities used by residents must be well lit inside and out during night hours. All facilities must meet applicable codes adopted by the City.
- B. All RV parks shall have at least one (1) recreation area located in an area free of traffic hazards. Such area shall be easily accessible by all park residents and be centrally located where topography permits. Not less than eight (8) percent of the gross park area shall be devoted to recreational facilities. Recreation areas include space for community buildings and community use facilities such as restroom and shower facilities, adult recreation (basketball or tennis court), playgrounds for children, and swimming pools. Such areas shall not include vehicle parking, maintenance and/or utility areas.

SECTION 4.6 – Soil and Ground Cover

Exposed ground surfaces in all parts of the RV park shall be paved, covered with stone, rock, or another similar solid material or protected with vegetative cover capable of preventing soil erosion and eliminating dust. All pavement shall be kept in good repair.

SECTION 4.7 – Prohibited Placement of Recreational Vehicles

The placement of an RV for occupancy longer than fourteen (14) days shall not be permitted except in an approved recreational vehicle park. An RV may be placed at an owner's residence as long as the RV is placed in the side or rear yard area and not used for occupancy longer than fourteen (14) days in a twelve (12) month period.

SECTION 5 – Drainage

The area designated for the placement of RV parks shall be graded and designed to drain all storm water and/or surface water in a safe and efficient manner. Drainage analysis shall be performed by a licensed professional engineer and easements for the conveyance of surface water off-site shall be obtained as necessary.

SECTION 6 – Water Supply

Each site within an RV park shall be provided with a connection to the City water supply if available. If City water supply is not available, then a permit from the Texas Commission on Environmental Quality (TCEQ) shall be obtained to install a well. The City must approve all proposed water facility plans prior to construction. The water distribution system shall be installed as follows:

- 1) The water supply system, fixtures, and other equipment must be installed in accordance with applicable codes adopted by the City.
- 2) A master water meter shall be installed to serve the RV park. Sub-metering or re-metering of RV sites is not permitted.
- 3) A reduced pressure principal backflow preventer will be required to be placed at the property line on the discharge side of the master meter. In addition, one (1) such device must be placed at each of the connections for every RV site and located on the left side of the site.
- 4) Water riser service branch lines shall extend at least four (4) inches above ground elevation. The branch line shall be at least 3/4 inch.
- 5) Adequate provisions shall be made to prevent freezing of service lines, valves, and riser pipes. Surface drainage shall be diverted from the location of utility connections at each site.
- 6) A shut-off valve below the frost line shall be provided near each water riser pipe.
- 7) The park owner/operator shall have complete maintenance responsibility for the water system within the park. The responsibility of the City stops at the property line.

SECTION 7 – Wastewater Facilities

Each site within the RV park shall be provided with a connection for City wastewater, if available. If City wastewater is not available, then a permit from the TCEQ shall be obtained prior to placement of an on-site sewage facility. All proposed wastewater service lines shall be connected to the City wastewater system where available.

On-site sewage facilities are permitted if City wastewater utility is not available. The City must approve all proposed wastewater facility plans prior to construction. The wastewater distribution system shall be installed as follows:

- 1) The wastewater system and materials must be installed in accordance with applicable codes adopted by the City.
- 2) Each site shall be provided with a four (4) inch diameter wastewater riser and shall extend above grade four (4) to six (6) inches. The wastewater riser pipe shall be so located on each stand so that the wastewater connection to the RV drain outlet will approximate a vertical position. Each inlet shall be provided with a gas-tight seal plug when not in service. Such plug shall be a spring-loaded device.
- 3) The wastewater connection to each site shall consist of a single four (4) inch service line without any branch lines, fittings, or connections. All joints shall be watertight.
- 4) Surface drainage shall be diverted away from the riser. The rim of the riser pipe shall extend at least four (4) to six (6) inches above the ground elevation.
- 5) Each collection wastewater line shall provide a vent extending a minimum of ten (10) feet in height.
- 6) The owner/operator shall have complete maintenance responsibility for the wastewater system within the RV park. The responsibility of the City stops at the property line.

- 7) Each RV park shall be required to install a sample well site at the property line where connection to City sewer is made as defined herein. The sample well site shall be installed according to City code.
- 8) All chemicals entering the City sewer shall be biodegradable.

SECTION 8 – Electric Service

Each site within the park shall be provided with electrical service. All electrical service shall be underground and installed in accordance with the National Electrical Code. The electrical service shall be installed as follows:

- 1) A master electric meter shall be installed to serve the RV park. Sub-metering or re-metering of RV sites is not permitted.
- 2) The City has no maintenance responsibility for service lines with the park.
- 3) The location of all underground lines shall be clearly marked by surface signs at the approved intervals.
- 4) Power supply to each site shall be a minimum of one 20-amp and one 50-amp power supply.
- 5) Outlets (receptacles or pressure connectors) shall be housed in an Underwriters' Laboratories, Inc. approved weather-proof outlet box.
- 6) A watertight seal shall be provided for underground conduit in floodplain installations and a riser extending a minimum of two (2) feet above the floodplain elevation shall be provided.

SECTION 9 – Sanitary Facilities

Each RV park shall provide the following sanitary facilities as listed below:

- 1) One (1) toilet or stool for females for every twenty (20) sites or fraction thereof for the first one hundred twenty (120) sites, and one (1) per forty (40) sites thereafter.
- 2) One (1) toilet or stool and one (1) urinal stall for males for every twenty (20) sites or fraction thereof for the first one hundred twenty (120) sites, and one (1) per forty (40) sites thereafter.
- 3) One (1) washbasin shall be provided within the toilet room for every two (2) toilets or fraction thereof. A minimum of one (1) is required.
- 4) One (1) shower shall be provided for females and one for males for each twenty (20) sites or fraction thereof for the first one hundred twenty (120) sites, and one (1) per forty (40) thereafter.
- 5) All toilet and shower facilities shall be placed in properly constructed buildings and located not more than two hundred (200) feet from any RV site.
- 6) Buildings shall be well lit at all times of the day or night, shall be well ventilated with screened openings, and constructed of moisture proof material to permit rapid and satisfactory cleaning, scouring, and washing.
- 7) The floors shall be of concrete or other impervious material and elevated not less than four (4) inches above grade. Each room shall be provided with floor drains.

- 8) A slop sink or basin with water supply shall be in each restroom (male and female) and at least one (1) in the laundry facility which shall be constructed in accordance with design, size, and materials approved by the Building Official.

Toilet and bathing facilities shall be in separate rooms or portioned apart in such manner as to provide privacy and promote cleanliness. Each toilet provided in a community toilet house shall be portioned apart from any other toilet in the same room. The floor surface around the commode shall not drain into the shower floor.

Toilet floors and walls shall be made of an impervious material, shall be painted white or a light color, and be kept clean at all times. Shower stalls shall be of tile, plaster, cement, or some other impervious material of white or a light color and be kept clean at all times. The floor of any bathroom, other than the shower stall, shall be of some impervious material and the walls of the bathroom, other than the shower stall, shall be papered with canvas and wallpaper, or an equivalent washable surface and kept clean at all times.

SECTION 10 – Storage, Collection and Disposal of Refuse and Garbage

Each RV park shall be provided with safe and adequate facilities for the collection and removal of waste and garbage. Storage, collection, and handling shall be conducted so as to create no health hazards, rodent harborage, insect breeding areas, or fire hazards. Every site shall be located within two hundred (200) feet of a refuse facility measured along the RV park internal roadway. Trash dumpsters shall be screened on three (3) sides.

SECTION 10.1 – Telephone

A minimum of one (1) land line telephone shall be provided in an easily accessible location twenty-four (24) hours a day, seven (7) days a week for emergency use.

SECTION 10.2 – Accessory Structures

Individual sites within the park are not allowed to have accessory structures as defined herein.

SECTION 10.3 – Registration of Guests

Each person renting a site within an RV park shall provide the following information to the owner, manager, operator, or person in charge of the park:

- 1) Name.
- 2) Full address of permanent residence.
- 3) Automobile and recreational vehicle license plate numbers and the State in which each is registered.
- 4) Driver's license number of the vehicle's owner.
- 5) The number or letter of the site being rented.
- 6) Date of arrival and anticipated departure date.

SECTION 10.4 – Control of Insects, Rodents, and Other Pets

Grounds, buildings, and structures in the park shall be maintained free of the accumulation of high grass, weeds, and debris so as to prevent rodent and snake harborage or the breeding of flies, mosquitoes, or other pests. The RV park owner or manager shall be responsible for maintaining the entire area of the park free of dry brush, leaves, limbs, and weeds.

SECTION 10.5 – Fire Safety Standards; Fire Hydrants

- A. Open fires shall be allowed only in a manner and within a container approved by the Fire Chief.
- B. Fire hydrants must be placed so that each RV site is within six hundred (600) feet of an operational hydrant.
- C. If an RV park is to be placed in an area where City water is not available, the park's owner must have a pond or other container located on the property with a minimum capacity of twenty thousand (20,000) gallons having a dry hydrant installed which shall remain filled at all times.

SECTION 11 – Permanent Occupancy

No RV park or recreational vehicle therein shall be used as a permanent residence, notwithstanding Section 4.7 of this chapter. The only exception to this rule shall be for permanent, full-time employees of the park. No more than one (1) space shall be allowed for use as a permanent residence for full-time employees. Occupancy of or the parking of an RV within the park extending beyond six (6) consecutive months in any twelve (12) month period shall be presumed to be permanent occupancy and is hereby prohibited. An RV may not return for a period of sixty (60) days following six (6) months consecutive occupancy.

Note: The City reserves the right to modify or change Section 11 of this ordinance for the purpose of a natural disaster or related incidents, including the requirement of removal of all RVs that may be subject to dangerous or inclement weather. However, the final decision for the removal of all RVs, as defined herein, shall be at the sole discretion of the owner or operator of the park. The City of Huntington assumes no liability.

SECTION 12 – Change of Ownership of Grandfathered RV Park

Upon change of controlling interest of a grandfathered RV park (whether owned entity or person), the new owner shall immediately bring the existing RV park to meet the requirements of this ordinance.

SECTION 12.1 – Existing Manufactured or Mobile Home Parks

Existing manufactured or mobile home parks that have spaces for RVs existing prior to the adoption of this ordinance shall be permitted to occupy the space with an RV. However, in no instance shall a new manufactured or mobile home park to be located within the City limits of Huntington, Texas be allowed RVs or spaces for RVs. Same shall apply to an RV to be located within the City limits of Huntington, Texas. Only RVs shall be allowed in an RV park. No manufactured or mobile homes shall be permitted in any RV park.

SECTION 13 – Effective Date

This ordinance shall be in full force and effect from and after the date of its passage.

ADOPTED, PASSED, APPROVED AS AMENDED AND EFFECTIVE AS OF THIS THE 28TH DAY OF JULY, 2020.

Frank Harris
Frank Harris, Mayor

ATTEST:

Julie Davis
Julie Davis, City Secretary



APPENDIX A

RECREATIONAL VEHICLE PARK FEES

Initial Application Fee:	\$
Annual License Fee:	\$350.00
License Transfer Fee:	\$