

**CITY OF SNOOK, TEXAS**  
**Ordinance No. 6-23-14**

**ORDINANCE REGULATING  
RECREATIONAL VEHICLE PARKS**

**AN ORDINANCE OF THE CITY OF SNOOK  
REGULATING RECREATIONAL VEHICLE PARKS;  
PROVIDING FOR DEFINITIONS, PROHIBITION OF  
RECREATIONAL VEHICLE PARK WITHOUT PERMIT,  
RECREATIONAL VEHICLE PARK DEVELOPMENT  
STANDARDS, & CIVIL PENALTY NOT EXCEEDING  
\$500.00; & PROVIDING FOR REPEALER,  
SEVERABILITY, AND EFFECTIVE DATE.**

**WHEREAS,** pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt ordinances and regulations that are for the good government, peace or order of the City and are necessary or proper for carrying out a police power granted by law to the City; and

**WHEREAS,** the City Council of Snook finds that the regulation of recreational vehicle parks is necessary and appropriate in order to protect the health, safety and welfare of the City;

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

**I. PURPOSE**

The City council finds that properly planned and operated recreational vehicle parks promote the safety and health of the residents of such communities and of other nearby communities; and encourage economical and orderly development of such communities and of other nearby communities.

Therefore, the purpose and intent of this ordinance is to eliminate and prevent health and safety hazards and to promote the economical and orderly development and utilization of land by providing for planned and supervised recreational vehicle parks by implementing standards and regulations necessary to accomplish these purposes. This ordinance is enacted in order to achieve orderly development of recreational vehicle parks, to promote and develop the use of land to minimize possible impacts, and to promote the health, safety and general welfare of the citizenry.

**II. Applicability**

This ordinance shall apply to any recreational vehicle park to be located within the City limits.

### III. Definitions

The terms listed below shall have the following meaning for purposes of this Ordinance. Any term not herein defined but defined elsewhere in the City's Code of Ordinances shall have the meaning given by the Code. Terms not otherwise defined by the City's Code shall be given the ordinary and common meaning.

Accessory structure. Any structural addition to the recreational vehicle or site, including awnings, cabanas, carports, garages, porches, storage cabinets, storage sheds, and similar appurtenant structures.

Biodegradable. 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.

City. City of Snook, located in Burleson County, Texas.

City Council. The governing body of the City.

Code official. The official of the City or his/her designee charged with the enforcement of the provisions of this ordinance.

Controlling interest. A person or developer who controls at least fifty-one percent (51%) of ownership.

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 who is responsible for maintenance of the RV park seven (7) days per week. This person may or may not be the owner of the RV park.

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

Recreational vehicle or RV. Any licensed camp trailer, travel trailer, motor home or fifth wheel designed to provide temporary living quarters for 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 a charge is or is not made. A recreational vehicle park is a unified development of recreational vehicle spaces provided 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 a recreational vehicle park or RV park that has been reserved for the placement of one recreational vehicle or RV.

Sample well site. A connection at the property line where the customer's line and City line connect, at which shall be installed a vertical riser of four (4) inches in circumference, and shall extend four (4) to six (6) inches above grade, for the detection of non-biodegradable materials.

#### IV. License

(a) Required; application. It shall be unlawful for any person to operate any RV park within the City limits unless he/she holds a valid license issued annually by the City in the name of such person for the specific park. The applicant shall make all applications for the licenses on forms furnished by the City, which shall issue a license upon compliance with the provisions of this section.

(b) Hearing on denial. Any person whose application for a license under this section has been denied may request, and shall be granted, a hearing on this matter before the City Council.

(c) Renewal. Application for renewal of a license shall be made in writing by the licensee on forms furnished by the City on or before December 31st of each year. Such application shall contain any changes in the information occurring after the original license was issued or the latest renewal granted.

(d) Payment of fee. All applications shall be accompanied by a non-refundable fee of \$150.

(e) Approval of transfer. Every person holding a license shall give notice in writing to the City within ten (10) days after having sold, transferred, given away, or otherwise disposed of an interest in or control of any RV park. Application for transfer of a license shall be made within ten (10) calendar days after notification of change covered in this section. Within thirty (30) calendar days thereafter, the City shall act on the application for license transfer and it shall be approved if the RV park is in compliance with the provisions of this section.

(f) Transfer fee. All applications for license transfer shall be accompanied by a fee of \$150.

(g) Suspension.

(1) Whenever, upon inspection of any RV park, the City finds that conditions or practices exist which are in violation of any provisions of this ordinance applicable to such park, the City shall give notice in writing to the owner and/or manager of the park, and if such conditions or practices have not been corrected in the time frame set forth in the notice, the City will suspend the license and give notice of such suspension. Upon suspension of the license, the licensee shall cease operation of such park.

(2) The suspension of the license may be appealed to the City Council as set forth in section VII (b).

## V. 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 purpose of inspecting and investigating conditions relating to the enforcement of this ordinance.

## VI. Notice of violation; hearings and orders

- (a) Contents and service of notice.

(1) Whenever it is determined that there are grounds to believe that there has been a violation of any provision of this ordinance, the City shall give notice of such alleged violation to the licensee or agent, as hereinafter provided. Such notice shall:

(A) Be in writing.

(B) Include a statement of the reasons for its issuance.

(C) Allow ten (10) days for compliance.

(D) Be served upon the licensee or his agent; provided that 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.

(E) Contain an outline of remedial action that, if taken, will effect compliance with the provisions of this ordinance.

(2) If the City mails a notice to a property owner in accordance with this subsection and the United States Postal Service returns the notice as “refused” or “unclaimed,” the validity of the notice is not affected, and the notice is considered as delivered.

- (b) Appeal from notice. Any person affected by any notice that has been issued in connection with the enforcement of any provision of this ordinance applicable to such park may request a hearing before the City Council; provided that such person shall file, within ten (10) days after the day the notice was served, in the City secretary’s office, with a copy to the office of the code official, a written petition requesting such hearing and setting forth a brief statement of the grounds thereof. The decision of the City Council may be appealed to the proper court of competent jurisdiction. The filing request for a 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 order. After such hearing, the City Council shall issue an order in writing sustaining, modifying, or withdrawing the notice of violation, which order 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 RV park affected by the order.

(d) Order without notice. Whenever the City finds that an emergency exists which requires immediate action to protect the public health or safety, the designated official may, without notice or hearing, issue an order reciting the existence of such an emergency and requiring the 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 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.

### **VII. Site development plan**

A site development plan must be prepared and submitted to the City secretary's office and must include the requirements for site plans contained herein.

### **VIII. Fencing**

A fence at least four (4) feet in height shall be installed on both sides and at the rear of the property.

### **IX. Size of park; density**

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

### **X. Size of individual sites; pad requirements**

(a) Each recreational vehicle site within the RV 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. In addition, the space shall be clearly marked, identifying the space number.

(b) A (10 x 65) area per site must be paved with either cement, asphalt, crushed rock or similar material.

## **XI. Internal roadways; street lighting**

(a) Each recreational vehicle site within the RV 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 an all - weather access surface width of at least thirty (30) feet with an adequate curb radius. The major thoroughfare shall have an all-weather access surface of twenty-four (24) feet. The roadway may be fifteen (15) feet if the RV park is designed for one-way roads. Each emergency access lane shall have a clear unobstructed width of twenty-four (24) feet, 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. The internal streets off the major thoroughfare may be constructed with crushed rock materials or similar material with the objective to prohibit dust.

## **XII. Office, restrooms and other facilities; recreation area**

(a) Each RV park must have an office for the manager of the RV park, an emergency contact posted twenty four (24) hours a day and male and female restrooms with shower facilities. All facilities used by residents must be well lit inside and out during the night hours. All facilities must meet applicable codes adopted by the City.

## **XIII. Soil and ground cover**

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

## **XIV. Occupancy of recreational vehicle outside of park**

The placement of a recreational vehicle for occupancy longer than seven (7) days shall not be permitted except in an approved recreational vehicle park. A recreational vehicle 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 seven (7) days in a twelve (12) month period.

## **XV. Drainage**

The ground surface in all parts of the RV park shall be graded and designed to drain all storm water and surface water in a safe, 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 if necessary.

## **XVI. Water supply**

Each site within an RV park shall be provided with a connection to the City water supply if available. 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 state regulations and 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 principle backflow preventer must be above ground and enclosed.
- (4) The owner/operator shall have complete maintenance responsibility for the water system within the RV park.
- (5) The City has no maintenance responsibility for service lines within the RV park. The responsibility of the City stops at the property line.

### **XVII. Wastewater facilities**

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

(b) On-site sewage facilities are permitted if City utilities are 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 state regulations and codes adopted by the City.
- (2) Each site shall be provided with a three-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 seal when connected to a recreational vehicle or have a seal plug when not in service.
- (3) Surface drainage shall be diverted away from the riser.
- (4) 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.
- (5) Each RV park shall be required to install at the property line, where connection to the City sewer is made, a sample well site as defined herein. The sample well site shall be installed according to state regulations and City code.
- (7) All chemicals entering the City sewer shall be biodegradable.

### **XVIII. Electrical Service**

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

### **XIX. 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. Trash dumpsters shall be screened on three (3) sides.

### **XX. Accessory structures**

The individual sites within the RV park are prohibited from having accessory structures as defined herein.

### **XXI. Registration of guests**

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

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

### **XXII. Control of insects, rodents and other pests**

(a) Grounds, buildings and structures in the RV park shall be maintained free of the accumulation of high grass and weeds and debris so as to prevent rodent and snake harborage or the breeding of flies, mosquitoes or other pests.

(b) 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.



### **XXIII. Permanent occupancy prohibited**

(a) No RV park or recreational vehicle therein shall be used as a permanent residence for any period of time, notwithstanding section XVI, except for permanent full-time employees of the RV park. No more than one (1) space shall be allowed for use as a permanent residence for full-time employees. Occupancy or parking of a recreational vehicle within the RV park extending beyond six (6) consecutive months in any twelve (12) month period shall be presumed permanent occupancy and is hereby prohibited.

(b) A recreational vehicle may not return for a period of thirty (30) days following six (6) consecutive months of occupation.

### **XXIV. Change of ownership of grandfathered park**

Upon change of controlling interest of a grandfathered RV park, the new owner shall immediately bring the existing RV park into compliance with the requirements of this ordinance.

### **XXVI. Recreational vehicles in mobile home parks; mobile homes in recreational vehicle parks**

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

### **XXVII. PENALTY**

Any person violating the provisions of this ordinance shall be assessed a civil fine not to exceed five hundred dollars (\$500.00) for each provision violated. Each day a violation of a provision of this Ordinance continues to exist shall constitute a separate offense.

### **XXVIII. REPEALER**

All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

### **XXIX. SEVERABILITY**

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

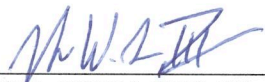
**XXXI. EFFECTIVE DATE**

This Ordinance shall be effective immediately upon passage and publication.

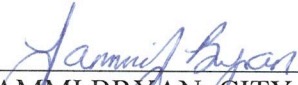
**XXXII. PROPER NOTICE & MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED AND APPROVED this 23 day of June, 2014.

  
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HON. JOHN SEE, III, MAYOR  
CITY OF SNOOK, TEXAS

ATTEST:

  
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TAMMI BRYAN, CITY SECRETARY  
CITY OF SNOOK, TEXAS