

ORDINANCE 12122023

AN ORDINANCE PROVIDING MINIMUM STANDARDS FOR RECREATIONAL VEHICLE PARKS; ESTABLISHING REQUIREMENTS FOR THE DESIGN, CONSTRUCTION, ALTERATION, EXTENSION, AND MAINTENANCE OF RECREATIONAL VEHICLE PARKS AND RELATED UTILITIES AND FACILITIES; AUTHORIZING THE ISSUANCE OF PERMITS FOR CONSTRUCTION, ALTERATION AND EXTENSION OF RECREATIONAL VEHICLE PARKS; AUTHORIZING THE LICENSING OF OPERATORS OF RECREATIONAL VEHICLE PARKS; AUTHORIZING THE INSPECTION OF RECREATIONAL VEHICLE PARKS AND PROVIDING THAT VIOLATION OF ORDINANCE IS AN OFFENSE AND ESTABLISHING A CRIMINAL PENALTY THEREFORE, PROVIDING A SEVERABILITY AND A REPEALER CLAUSE, AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KOSSE, TEXAS;

I. DEFINITIONS:

When used in this article, the following words and phrases shall have the meaning respectively ascribed to them in this section;

Tourist Court or Camp Shall mean any lot, tract or parcel of land upon which two or more single family camp cottages, or structures of a temporary nature for living and sleeping purposes, are located and maintained for the accommodation to transients by the day, week, or month where a charge is or is not made.

Recreational Vehicle Park Shall mean any lot or tract of land designed to accommodate two or more recreational vehicles, as defined, and which exists as a privately owned/operated enterprise. Such park shall consist of a minimum of one (1) acre of land with a maximum of eight (8) acres.

Unit Shall mean any plot or parcel of ground upon which is erected any camp, cottage, accommodation of any recreational vehicle or structures of a temporary nature for living and sleeping purposes.

Camp Cottage Shall mean any building or structure used as living or sleeping quarters.

Recreational Vehicle Shall include any of the following:

- (1) Travel trailer shall mean a vehicular structure built on a chassis, such structure designed to be transported and intended for human occupancy as a dwelling for short periods of time.
- (2) Pickup coach shall mean a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation and vacation.

- (3) Motor home shall mean a portable, temporary dwelling to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle.
- (4) Camping trailer shall mean a canvas, folding structure mounted on wheels and designed for travel, recreation and vacation use.
- (5) All of the above listed facilities and vehicles may be used for single family living or sleeping quarters only.

Licensee Shall mean any person or entity licensed to operate and maintain a recreational vehicle park under the provisions of this ordinance.

Natural or Artificial Barrier Shall mean any embankment, fence, hedge or other feature that serves to screen the property from public view. Such screen shall not obstruct sight distances or vehicular or pedestrian circulation and shall be at least six (6) feet tall.

Operator Shall include the person or entity in charge of operating any recreational vehicle park, either under written or verbal lease, or any other arrangement whereby he exercises control over the premises.

Owner Shall include the person in whose name the title to the lot, block, tract, or parcel of land is shown to be.

Recreational Vehicle Space Shall mean a plot of land within a recreational vehicle park designed for the accommodation of one recreational vehicle in accordance with the requirements of this ordinance.

II. RECREATIONAL VEHICLE PARK

(A) The owner of land located in The City of Kosse that regulates recreational vehicle parks, who intends to use the land for a Recreational Vehicle Park must have an infrastructure development plan (IDP) prepared that complies with the minimum infrastructure standards that are set out below in Section 3.

(B) Prior to beginning any construction, the owner must submit 7 hard copies, and one digital copy in PDF format, of the IDP along with the items required in “Attachment 1 RV Park Application Checklist” to the City of Kosse Office. The City of Kosse Council will review, and provide a recommendation for, or against, approval. Final approval, or disapproval, is by Council. Construction may not begin before the plan is approved.

(C) Not later than the 60th day after the date the plan is submitted; the Kosse City Council shall approve or reject the plan in writing. If the plan is approved, construction may begin immediately. If the plan is rejected, the written rejection shall specify the reasons for the rejection and the actions required for approval of the plan. The failure to reject a plan within the period prescribed by this subsection constitutes approval of the plan.

(D) The City of Kosse Code enforcement officer, as well as any other person designated by the City Council, may inspect the infrastructure at any reasonable time during construction, and the owner and his agents shall not hinder such inspections.

(E) On completion of construction, the owner shall confirm in writing to the City Secretary that the infrastructure is complete, and a final inspection must be completed no later than the seven business days after the notice is received by the City Secretary. If the inspector determines that the infrastructure does not fully comply with the plan, the owner shall be given an opportunity to cure the defects. On completion of curative construction, the owner should request another inspection.

(F) When the inspector determines that the infrastructure complies with the plan, the City Secretary shall issue a Certificate of Compliance not later than the fifth business day after the final inspection is completed.

(G) A utility may not provide utility services, including water, sewer, gas, and electric services, to a recreational vehicle park or to a recreational vehicle in the community covered by these rules, unless the owner provides the utility with a copy of the Certificate of Compliance.

III. INFRASTRUCTURE REQUIREMENTS:

The Infrastructure Development Plan for a Recreational Vehicle Park must include each of the following:

(A) **SURVEY:** A survey identifying the proposed community's boundaries and any significant feature of the community, including the proposed location of:

- (1) the location and size, in the City of Kosse, of the proposed Recreational Vehicle Park,
- (2) recreational vehicle spaces, which shall be numbered sequentially,
- (3) a window insert, depicting, to scale, the average recreational vehicle space, with its hard surface,
- (4) utility easements,
- (5) roads,
- (6) set back lines,
- (7) dumpsters,
- (8) public or common areas,
- (9) buildings,
- (10) water supply lines,
- (11) sewer lines,
- (12) fire hydrants,
- (13) the special flood hazard area, if any,
- (14) drainage features, if any,
- (15) fencing,
- (16) **septic dump stations,**
- (17) parking spaces, if any,
- (18) the survey may also contain features to help provide the additional information required by this order.

(B) **SIZE:** Recreational Vehicle Park must have a minimum size of one (1) acre, with a maximum of eight (8) acres. Recreational vehicle parks shall be designed so as not to exceed a maximum of 20 units per acre.

(C) **RECREATIONAL VEHICLE SPACES:** Each recreational vehicle space shall:

(1) Each recreational vehicle space within the Recreational Vehicle shall have a minimum area of one thousand two-hundred and fifty (1,250) square feet and shall be at least twenty-five (25) feet wide and fifty (50) feet in depth.

(2) Afford parking and maneuvering space sufficient so that the parking, loading, and the like, of recreational vehicles shall not necessitate the use of any public right-of-way, any interior road, or privately owned property which may abut the park.

(3) If provided with electrical service, be so served through an underground distribution system.

(4) Include a hardened area of not less than 12 feet by 40 feet, improved with compacted crushed road base material, adequate to support the weight of the recreational vehicle, so as to not heave, shift, or settle unevenly under the weight of the recreational vehicle due to frost action, inadequate drainage, vibration or other forces acting on the structure.

(D) **POWER:** A letter from the local electrical utility, and natural gas utility, if natural gas connections will be furnished, that sufficient service for all recreational vehicle spaces is available.

(E) **UTILITIES BURIED:** All water, sewage, gas and electrical lines servicing recreational vehicle spaces, or services buildings, shall be buried.

(F) **ROADS:** Reasonably specified plans for streets or roads in the Recreational Vehicle Park to provide ingress and egress for fire and emergency vehicles, providing, at a minimum, that:

(1) Roads shall be designated, and signed, as either one-way, or two-way.

(2) The improved surface of one-way roads shall be at least 15 feet wide.

(3) The improved surface of two-way roads shall be at least 22 feet wide.

(4) Roads shall either be looped, or end in a cul de sac of 90' diameter.

(5) Roads shall be not less than 9" of base material compacted to 6",

(6) Roads shall be designed, constructed, and maintained so as to be passable to recreational vehicles, or emergency vehicles, at all times, in all weather.

(7) The entrance to the park shall be designed to minimize congestion and hazards and allow free movement of traffic on adjacent streets.

(8) If the recreational vehicle park is located off of a State Highway or Road, a letter from TXDOT, approving the proposed driveway, must be included.

(G) **SET BACKS:** Building Set Backs, including any part of a recreational vehicle parked on a recreational vehicle space, shall be:

(1) Not less than 25 feet from a public right of way,

(2) Not less than 15 feet from a property line,

(3) Not less than 15 feet from an internal road,

(4) Not less than 10 feet between each recreational vehicle, with slide outs extended.

(H) **GARBAGE:** Each recreational vehicle park shall provide a minimum of two (2) fly tight, watertight, rodent proof dumpsters for the first one-hundred (100) recreational vehicle spaces, sites with one (1) additional dumpster for each fifty (50) additional recreational vehicle spaces, or fraction thereof.

(I) **SERVICE BUILDINGS; LAUNDRY AND SANITATION FACILITES:** Each recreation vehicle park, which allows recreational vehicles not equipped with integral toilet and bathing facilities, shall provide one or more service buildings for the use of park patrons.

(1) The service buildings shall provide for:

- a. One flush toilet for women;
- b. One flush toilet for men;
- c. One lavatory for each sex;
- d. One shower and dressing accommodation for each sex, provided in an individual compartment or stall;
- e. One clothes washing machine;
- f. One clothes dryer; and
- g. One slop sink, not less than 14 by 14 inches square and 14 inches deep.

(2) The aforementioned amenities shall accommodate not more than 50 recreational vehicle spaces. For each additional 30 recreational vehicle spaces, or fraction thereof, one flush toilet, one shower with individual dressing accommodations, and one lavatory shall be provided for each sex, along with laundry and slop sink facilities as described above. For the purposes of this section, only recreational vehicle spaces where recreational vehicles not equipped with self-contained toilet and bathing facilities, are allowed shall be counted.

(3) All facilities shall comply with the Americans with Disabilities Act. (ADA).

(4) Service buildings housing sanitation or laundry facilities shall be permanent structure which comply with all applicable laws and ordinances regulating buildings, electrical installation, plumbing and sanitation systems, and if not otherwise covered by electrical, plumbing and fire codes, shall comply with the electrical, plumbing and fire codes of the City of Kosse, Texas, which are adopted for this limited purpose.

(J) **WATER:** Reasonable specified plans to provide an adequate public or community water supply, including specifying the location of supply lines, in accordance with Subchapter C, chapter 341, Texas Health and Safety Code. If water is to be provided by a utility, a certification by the utility that water is available for each of the planned spaces or lots must be attached to the plan

(K) **SEWAGE:** Reasonably specified plans to provide access to sanitary sewer lines, including specifying the location of sanitary sewer lines. If sewage treatment is to be provided by a utility, a certification by the utility that service for each of the planned spaces or lots is available must be attached to the plan. If the sewage is to be treated in some other way, approval by the relevant government agency that is to license or inspect the treatment facilities must be attached

(L) FIRE HYDRANTS:

(1) Where a water line of six inch (6") diameter or greater is along the roadway adjacent to or across from the proposed Recreational Vehicle Park, and is available for service to the proposed Recreational Vehicle Park, the Operator shall place fire hydrants to the specifications of the State Board of Insurance Standards or to the standard of any city with extraterritorial jurisdiction. Fire hydrants placed in the recreational vehicle park shall have at least two (2) two and one-half inch (2.5") outlets with National Standard Treads (N.S.T.) and one (1) larger (not smaller than 5-inch) outlet for local fire department.

(2) In a Recreational Vehicle Park that is served by fire hydrants as part of a centralized water system certified by TCEQ as meeting minimum standards for water utility services, fire hydrants shall be located on, or within 10 feet of a road, not more than 1,000 feet apart, along a road, apart, and no road frontage of any recreational vehicle space shall be more than 500 feet from an approved fire hydrant. The fire hydrants shall be on a minimum 6" main and flow at 250 GPM for 2 hours sustained. The fire protection system shall be designed, and certified by a professional engineer certifying that these requirements have been met. The design and certification shall be provided as part of the application for a Recreational Vehicle Park development. A signed statement by a registered professional engineer certifying that these requirements have been met shall be on the plat.

(M) DRAINAGE: Reasonable specified plans to provide adequate drainage in accordance with standard engineering practices, including specifying necessary drainage culverts and identifying areas included in the special flood hazard area. The placement of any structure within the regulatory floodplain shall be in accordance with the City of Kosse County Floodplain regulations

(N) FENCING: Each recreational vehicle park shall have an opaque fence at least eight (8) feet in height must be placed on the property line top buffer the RV park from view. The fence shall be installed on both sides and at the rear of the property. The fence must be of metal or galvanized materials. No wood fences are allowed.

(O) IDENTITY OF OPERATOR: The Operator will identify its self by name, address and telephone number. The Operator has a continuing obligation to keep the City of Kosse informed, in writing, of any changes in this information.

(P) ISSUANCE, OR REFUSAL, OF CERTIFICATE OF COMPLIANCE: The City Council will review the materials submitted by the Owner or Operator, and make the final decision to issue, or not issue, a certificate of compliance.

IV. RECREATIONAL VEHICLE PARK REGULATIONS

The regulations described herein govern the development, operation, and maintenance of recreational vehicle parks, as previously defined.

(A) DEVELOPMENT AND OPERATION OF RECREATIONAL VEHICLE PARK:

Recreational vehicle parks shall be developed, and operated, to conform to those requirements:

- (1) The Operator shall mark with a sign each recreational vehicle space, with its number, taken from the Survey, described at III(A), above.
- (2) The characters on each recreational vehicle space sign shall be: reflective, at least 3 inches high, and plainly visible from the road.
- (3) The Operator shall maintain each recreational vehicle space sign, and shall not allow it to be obscured by weeds, vehicles, or anything else.
- (4) The Operator shall display the name of the Recreational Vehicle Park with a sign.
- (5) The characters on the Recreational Vehicle Park sign shall be: reflective, at least 24 inches high, and plainly visible from the public road.
- (6) The Operator shall maintain the Recreational Vehicle Park sign, each recreational vehicle space sign, and shall not allow them to be obscured by weeds, vehicles, or anything else.
- (7) The Operator shall keep all internal roadways clear of obstructions, including parked vehicles, at all times.
- (8) The Operator shall keep all service buildings required under III(I), above, (if any), clean, and in good repair, at all times.
- (9) The Operator shall require that water discharged in the Recreational Vehicle Park, by a recreational vehicle, except air conditioning condensation, flow into the sewage system.
- (10) The Operator shall not allow the waste tanks of a recreational vehicle to be flushed in the Recreational Vehicle Park, unless the flush water flows into the sewage system, or into a holding tank the contents of which are removed in compliance with State law and regulations.
- (11) The Operator shall keep the area around the dumpsters, and garbage receptacles, clean at all times.
- (12) The Operator shall have the dumpsters, and garbage receptacles emptied when full, or when they become a nuisance.
- (13) The Operator shall not allow, or engage in, any burning of garbage, or other disposal of garbage, except into the dumpsters.

(B) GARBAGE RECIPTICALS

- (1) Refuse collection stands shall be provided for all refuse containers. Such container stands shall be so designed as to prevent containers from being tipped, to minimize spillage and container deterioration, and to allow for easy cleaning around them.
- (2) The storage, collection and disposal of refuse in the recreational vehicle park shall be so conducted as to create no health hazards.

(C) BOTTLED GAS

- (1) Bottled gas for cooking purposes shall not be used at individual recreational vehicle spaces unless the containers are properly connected by copper or other suitable metallic tubing.
- (2) Bottled gas cylinder shall be securely fastened in place.

- (3) No cylinders containing bottled gas shall be located in a recreational vehicle or within five (5) feet of a door thereof.
- (4) State and local regulations applicable to the handling of bottled gas and fuel oil shall apply

(D) FIRE PROECTION

- (1) No open fires shall be permitted, except that this shall not be construed to prevent barbecuing with charcoal in a covered pit or grill.
- (2) No part of a recreational vehicle space shall exceed one hundred fifty (150) feet from the improved surface of a street.
- (3) No “flag tract” recreational vehicle space shall be allowed.

(E) DRY VEGETATION

The park licensee or agent shall be responsible for maintaining the entire area of the park free of dry brush, leaves, grass and weeds.

V. OTHER REGULATIONS:

Persons developing Recreational Vehicle Parks should be aware that this order is not the exclusive law or regulation controlling development in The City of Kosse. The following is only a partial list of regulations that may apply.

(A) All Recreational Vehicle Parks are subject to regulations of general applicability, including public health nuisances under Chapter 341 and 343 of the Texas Health and Safety Code. The developer must address solid waste disposal, rodent/insect harboring, fly breeding and improper water disposal in accordance with these Chapters.

(B) Other agencies with regulatory authority that may apply to a Recreational Vehicle Park include, but are not limited to, several Emergency Services Districts, the Texas Commission on Environmental Quality, the Public Utilities Commission, the United States Parks and Wildlife Service. The Environmental Protection Agency and the U.S. Army Corp. of Engineers. Issuance of a Certificate of Compliance under this order does not indicate compliance with any of these requirements.

VI. CERTIFICATE OF COMPLIANCE

(A) **Required.** It shall be unlawful for any person to operate any Recreational Vehicle Park within the City Limits, unless he/she holds a valid Certificate of Compliance issued annually by the City of Kosse 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 of Kosse, which shall issue a Certificate of Compliance upon compliance with the provisions of this ordinance.

(B) **Grandfathered Recreational Vehicle Parks.** Recreational Vehicle Parks that are in existence prior to the adoption of this ordinance are grandfathered but are required to

apply for a Certificate of Compliance yearly and follow the Application of Transfer when controlling interest changes.

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

(C) **Application of Transfer.** Every owner that holds a Certificate of Compliance shall give notice in writing to the City of Kosse within ten (10) days after having sold, transferred, given away or otherwise disposed of interest in or control of any RV Park. Application of Transfer of Certificate of Compliance shall be made within ten (10) calendar days after notification of change. Upon change of controlling interest of a Recreational Vehicle Park, the new owner shall immediately bring the existing Recreational Vehicle Park into compliance of the requirements of this ordinance. An infrastructure development plan as laid out in Section III will need to be filed with the City of Kosse no later than (10) days after the Application of Transfer of Certificate of Compliance was filed. Within thirty (30) calendar days thereafter, the City of Kosse shall act on the application of transfer of Certificate of Compliance and it shall be approved if and only if the Recreational Vehicle Park is in compliance with the provisions of this ordinance.

(D) **Fees.** All applications shall be accompanied by the fee provided in the fee schedule found in section VII Application Fees

VII. APPLICATION FEE

Fees as established by the City of Kosse, are payable to “City of Kosse.”

The fees are:

\$500.00, plus \$10.00 per lot/space, for initial application for a Certificate of Compliance.

\$250.00 for application for Reinstatement of a Certificate of Compliance.

\$150.00 for application for Annual Renewal of Certificate of Compliance.

\$150.00 for application for Transfer of Certificate of Compliance

VII. INSPECTION AND SUSPENSION OF CERTIFICATE OF COMPLIANCE

(A) **Inspections.** The code enforcement official or designee is hereby authorized to make such inspections as are necessary to determine compliance with this ordinance. The code enforcement official or designee shall have the power to enter at reasonable times upon any private or public property within the purpose of inspecting and investigating conditions relating to the enforcement of this ordinance.

(B) **Suspension For Noncompliance.** The operator of a Recreational Vehicle Park that is not in compliance with the City of Kosse Infrastructure Requirements for Recreational Vehicle Parks, may have its Certificate of Compliance suspended and the park's operation suspended until such time the park complies with this ordinance and is reissued a valid Certificate of Compliance.

(C) **Notice Of Noncompliance**

(1) The City of Kosse shall send written notice, by hand delivery, or certified mail (If a municipality mails a notice to a property owner in accordance with Section VII and the USPS returns the notice as "refused" or "unclaimed", the validity of the notice is not affected, and the notice is considered as delivered), to the operator at the address on file, or to the on-site office of the Recreational Vehicle Park, informing the operator of the non-compliance issues.

(2) The operator shall have ten (10) business days after mailing/hand delivery of the notice, to either bring the Recreational Vehicle Park into compliance with these rules, or present a written plan to the City of Kosse, to bring the Recreational Vehicle Park into compliance with these rules.

(3) If the operator neither brings the Recreational Vehicle Park into compliance with these rules, within ten (10) business days, nor presents a written plan to the City of Kosse to bring the Recreational Vehicle Park into compliance with these rules, the Certificate of Compliance of the Recreational Vehicle Park is suspended.

(D) **Appeal.**

(1) The owner that holds the Certificate of Compliance that has been issued a Notice of Noncompliance may request a hearing before the City Council; provided that such person file an appeal within (10) days after the notice is mailed/hand delivered, in the City Secretary's office. A written petition requesting such hearing and setting forth a brief statement of the grounds thereof.

(2) After such hearing, the City Secretary shall issue an order in writing sustaining, modifying, or withdrawing the notice of violation, which shall be served by certified mail. Any failure to comply with an order sustaining or modifying the finding of a violation shall constitute grounds for immediate revocation of the Certificate of Compliance of the park affected by the order.

VIII. OFFENSE/PENALTY

Violation of the provisions set forth in this Ordinance shall be an offense (class C misdemeanor) punishable by a fine not to exceed \$500.00 except as set forth below. Each day of violation shall constitute a separate offense.

Violation of the provisions in this Ordinance that govern fire safety, zoning, or public health and sanitation, including dumping of refuse, punishable by a fine not to exceed \$2,000.00. Each day of violation shall constitute a separate offense.

IX. SEVERABILITY CLAUSE

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unlawful, such decision shall not affect the validity of the remaining portions of this Ordinance, and all the remainder of this Ordinance not so declared to be invalid shall continue to be in full force and effect. The City Council of the City of Kosse, Texas, hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clause or phrases be declared unconstitutional.

X. EFFECTIVE DATE

This Ordinance shall be effective from and effect from and after its passage and publication required by law, and it is so ordained.

XI. REPEAL OF CONFLICTING ORDINANCES

This Ordinance repeals any conflicting ordinances or conflicting parts of ordinances of the City of Kosse.

PASSED AND APPROVED this 12th day of December, 2023.

ATTEST:

s/Christina Lockhart
City Secretary

s/Brooks Valls
Mayor

City Council Record Vote:

**The members of the Governing Body voted on the adoption of Ordinance No.12122023-
the 12th day of December, 2023:**

	AYE	NAY	NOT VOTING	ABSENT	SIGNATURE
Ronnie Funderburk, Mayor Pro Tem	_____	<u> X </u>	_____	_____	<u>s/Ronnie Funderburk</u>
Todd Freeman, Councilmember	_____	<u> X </u>	_____	_____	<u>s/Todd Freeman</u>
Cullen Freeman, Councilmember	_____	<u> X </u>	_____	_____	<u>s/Cullen Freeman</u>
Kendall Funderburk, Councilmember	_____	_____	_____	<u> X </u>	_____
Kelli Eno, Councilmember	_____	_____	_____	<u> X </u>	_____

Attachment 1

Recreational Vehicle Park Application Checklist

The following items MUST BE included as part of your application:

- 7 copies (18x24) and 1 electronic copy (PDF) of the Recreational Vehicle Park Infrastructure Development Plan
- Copy of deed indicating ownership of property
- Original Authorization Form from Owner, if Applicant is Owner's Agent N/A
- Copy of Assumed Name Certificate, Certificate of Incorporation, or other legal authorization for the use of the name of the proposed Recreational Vehicle Park.
- Letter from public water utility company
- Letter from electric utility company
- Letter from TXDOT – if applicable N/A
- Attachment 1 – Recreational Vehicle Park Application Checklist
- Attachment 2 – Application for Recreational Vehicle Park Consideration
- Attachment 3 – Infrastructure Development Plan Physical Characteristics and Appearance

CAUTION! Texas Law requires a landlord to charge sales tax for short rental periods. It is the Operator's responsibility to contact the Comptroller's Office regarding sales tax collection requirements.

*****Incomplete applications will not be accepted. * * ***

Attachment 2

APPLICATION FOR RECREATIONAL VEHICLE PARK CONSIDERATION

Date: _____

Property Owner:

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

E-mail: _____

Operator:

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

E-mail: _____

Name of Proposed Recreational Vehicle Park: _____

Size and Location of Proposed Site: _____

Name of Nearest Public Road: _____

Engineer:

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

E-mail: _____

Surveyor Name:

Name: _____

Address: _____

Phone (Office): _____ (Cell): _____

E-mail: _____

Attachment 3

INFRASTRUCTURE DEVELOPMENT PLAN (IDP) PHYSICAL CHARACTERISTICS AND APPEARANCE

All writing and drawings on the IDP must be large enough to be easily legible following recording, and legible at 50% photocopy reduction.

The following information must be indicated on the IDP

- 1. The original patented survey(s);
- 2. The number of acres in each survey with the abstract number of same; and
- 3. The volume and page of the current deed, as filed in the Official Public Records of Limestone County, of the tract being subdivided;
- 4. Boundary lines and total acreage of the Original Tract and the Recreational Vehicle Park;
- 5. Total number of recreational vehicle spaces;
- 6. Location of recreational vehicle spaces, which shall be numbered sequentially;
- 7. Utility easements;
- 8. Roads;
- 9. Set back lines;
- 10. Location of dumpster(s);
- 11. Location of dumpster(s);
- 12. Location of public or common areas;
- 13. Water supply lines;
- 14. Sewer lines;
- 15. Fire Hydrants;
- 16. All special Flood Hazard Areas identified by the most current Flood Insurance Rate Maps published by the Federal Emergency Management Agency;
- 17. The location and size of all proposed drainage structures and features, including on-site retention or detention ponds and easements and the impact of lot and street layouts on drainage;
- 18. Fencing;
- 19. Parking Spaces;
- 20. Names of adjoining subdivisions or owners of property contiguous to the proposed Subdivision;
- 21. North arrow, scale and date. The scale shall not exceed 1" = 200';
- 22. Indicate location of any existing structures (wells, cemeteries, etc.) in the subdivision, on the IDP;
- 23. A window insert, depicting, to scale, the average recreational vehicle space, with its hard surface.

ATTACHMENT 4

RECREATIONAL VEHICLE PARK INSPECTION CHECKLIST

(To be completed by the City of Kosse Code Enforcement)

- RV Park sign is plainly visible from public road and characters are reflective and at least 24" high

SIZE

- _____ Acres

RV SPACES

- Hardened area not less than 12' by 40 ft'
- Hardened area improved with adequate compacted crushed road base material to support weight of RV
- Each space marked with lot/space number that is reflective; at least 3" high; and plainly visible from road

UTILITIES BURIED

- Water
- Sewer
- Gas
- Electrical

ROADS

- Road is looped *OR* Road ends in a culdesac of 90' diameter
- Designated and signed as either one-way or two-way
- If one-way: N/A
 - Improved surface at least 15 ft. wide
- If two-way: N/A
 - Improved surface at least 22 ft. wide
- 9" of base compacted to 6"

SET BACKS

- Not less than 25' from public ROW
- Not less than 15' from property line
- Not less than 15' from an internal road
- Not less than 10' between each RV, with slide outs extended

DUMPSTERS

- 100 RV spaces or less – 2 dumpsters
- More than 100 RV spaces – 2 + 1 additional dumpster/50 additional RV spaces or fraction of. # of RV spaces: _____ # of dumpsters on site: _____

SERVICE BUILDINGS; LAUNDRY & SANITATION FACILITIES

- Not applicable. Recreational vehicles without integral toilet and bathing facilities are not allowed in this RV Park.
- 50 RV spaces or less:
 - 1 flush toilet for women
 - 1 flush toilet for men
 - 1 lavatory for each sex
 - 1 shower and dressing accommodation for each sex in individual compartment or stall
 - 1 clothes washing machine
 - 1 clothes dryer
 - 1 slop sink, not less than 14” x 14” sq. and 14” deep
- More than 50 RV spaces – for each additional 30 RV spaces, or fraction of, 1 additional of each toilet, lavatory, etc. as listed above shall be provided.
Total # of RV spaces: _____; # of each item listed above provided: _____

FIRE HYDRANTS

- Required fire hydrants

FENCING

- Opaque fence
 - Metal Galvanized Materials
- 8 Feet in Height
- Both Sides of property Rear of property

**Recreational Vehicle Park Authorization Form
Authorization Form to ACT on Behalf of Owner**

To The City of Kosse:

This certifies that I, _____
(Print name of individual owner, general partner, of corporate officer.)

am the true Owner of the land containing the following proposed, or existing, R.V. Park:

Name of R.V. Park _____

Address of R.V. Park _____

I appoint the following persons(s) to be the Operators of the R.V. Park, and as such the Operator is authorized to act on my behalf in (initial one, or two):

_____ applying for a Recreational Vehicle Park Certificate of Compliance.

_____ applying for a Recreational Vehicle Park Renewal Certificate of Compliance

_____ applying for a Recreational Vehicle Park Transfer Certificate of Compliance

_____ operating the R.V. Park.

Operator _____

Address of Operator _____

I further agree that this appointment remains effective, until revoked by me, in a writing delivered to the City of Kosse.

(Signature of Owner)

Date _____

STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing document and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office this the _____ day of _____, 20____.

Notary Public in and for The State of Texas