

**City Council  
Agenda Memo**



**City Council  
Meeting Date: 10/7/2013**

**TO: Larry D. Gilley, City Manager**

**FROM: Jon James, AICP  
Director of Planning and Development Services**

**SUBJECT: First reading on an ordinance amending the Land Development Code regarding Vacation Travel Trailer/Recreational Vehicle Parks; and setting a public hearing for October 24, 2013.**

**GENERAL INFORMATION**

A new travel trailer park is developing on the north side of Lake Fort Phantom. During the approval process, several inquiries were made about the justification for several development regulations as they relate to such parks. In reviewing the current regulations found in the Land Development Code (LDC), staff has determined that the language needs updating to accommodate the modern travel trailer and recreational vehicle.

In reviewing the regulations, staff has identified several potential changes:

- **Size, Marking and Separation of Individual Sites:**
  - Minimum Area = 40' x 25' or 1,000 SF [changed from 40' x 40']
  - Space between pads = 0' [changed from 8']
- **Duration of Stay:**
  - Up to 75% of trailer sites may be allowed as long-term stay. Long-term stay trailers may be allowed for up to 12 months and must leave for a minimum of 60 days prior to returning. [changed from 3 months/year]
  - 25% of trailer sites must be designated as short-term stay. Short-term stay trailers may be allowed for up to 3 months and must leave for a minimum of 60 days prior to returning. [changed from 3 months/year]
- **Sanitary Facilities:**
  - 1 toilet, sink, and shower for each sex per 20 travel trailer sites or fraction thereof. [changed from 1 per 10]

Staff is proposing to amend the Land Development Code (LDC) related to Vacation Travel Trailer/Recreational Vehicle Parks. The section proposed for amendment is Section 4.2.11 (Vacation Travel Trailer/Recreational Vehicle Parks).

**STAFF RECOMMENDATION**

Staff recommends approval of the proposed amendment to Section 4.2.11 of the LDC.

**BOARD OR COMMISSION RECOMMENDATION**

The Planning and Zoning Commission recommends approval by a vote of 6 in favor (Bixby, Glenn, McClarty, Todd, Yungblut, and Famble), and none opposed.

**ATTACHMENTS**

Ordinance

Prepared by:  Name: <u>Ben Bryner</u>  Title: <u>Planning Services Manager</u>  September 24, 2013	Item No. <u>6 . 6</u>	Disposition by City Council <input type="checkbox"/> Approved      Ord/Res# <input type="checkbox"/> Denied          _____ <input type="checkbox"/> Other  _____ City Secretary
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AN ORDINANCE AMENDING CHAPTER 23, "PLANNING AND COMMUNITY DEVELOPMENT," SUBPART B, "LAND DEVELOPMENT CODE," OF THE ABILENE MUNICIPAL CODE, BY AMENDING CERTAIN SECTIONS AS SET OUT BELOW; PROVIDING A SEVERABILITY CLAUSE; DECLARING A PENALTY AND CALLING A PUBLIC HEARING.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ABILENE, TEXAS:

PART 1: That Chapter 23, Subpart B, "Land Development Code," of the Abilene Municipal Code be amended as set out in Exhibit "A," attached hereto and made a part of this ordinance for all purposes.

PART 2: That if any provision or any section of this ordinance shall be held to be void or unconstitutional, such holding shall in no way affect the validity of the remaining provisions or sections of this ordinance, which shall remain in full force and effect.

PART 3: That any person, firm or corporation violating any of the provisions of this chapter shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine of not more than Five Hundred Dollars (\$500.00). Each day such violation shall continue or be permitted to continue, shall be deemed a separate offense.

PASSED ON FIRST READING this 7<sup>th</sup> day of October A.D. 2013.

A notice of the time and place, where and when said ordinance would be given a public hearing and considered for final passage, was published in the Abilene Reporter-News, a daily newspaper of general circulation in the City of Abilene, said publication being on the 16<sup>th</sup> day of August, 2013, the same being more than fifteen (15) days prior to a public hearing to be held in the Council Chamber of the City Hall in Abilene, Texas, at 8:30 a.m., on the 24<sup>th</sup> day of October, 2013, to permit the public to be heard prior to final consideration of this ordinance. Said ordinance, being a penal ordinance, becomes effective ten (10) days after its publication in the newspaper, as provided by Section 19 of the Charter of the City of Abilene.

PASSED ON SECOND AND FINAL READING THIS 24<sup>th</sup> day of October, A.D. 2013.

ATTEST:

\_\_\_\_\_  
CITY SECRETARY

\_\_\_\_\_  
MAYOR

APPROVED:

\_\_\_\_\_  
CITY ATTORNEY

EXHIBIT "A"

**AMEND:** Section 4.2.11 Vacation Travel Trailer/Recreational Vehicle Parks

**REVISE:** Revise pad size, duration of stay, and facility regulations.

**Section 4.2.11.1 Applicability & Approvals Required**

- (a) **Applicability.** This division is applicable in the City limits.
- (b) **Land Use Matrix.** For locations within the City limits, vacation travel trailer parks shall be permitted as outlined in the Land Use Matrix, Chapter 2, Article 5, Division 2.
- (c) **Site Plan Required.** For locations within the City limits, development of a vacation travel trailer park shall require submittal and approval of a Site Plan depicting the information described in Article 1, Division 1 of this chapter.
- (d) **Subdivision Required.** Vacation travel trailer parks shall be located on land formally subdivided according to the subdivision regulations within this LDC, specifically within Chapter 3.
- (e) **Annual Licensing Required.** Vacation travel trailer parks shall be required to meet annual licensing requirements with the Building Inspection Department. Issuance of the required license shall be dependent upon compliance with all applicable health, fire, building, and other City of Abilene Codes and Ordinances to ensure the safe operation of the park. The license shall be conspicuously posted in the park office.
- (f) **Conformance to Other Codes.** All facilities at vacation travel trailer parks shall conform and comply with City of Abilene health, fire, building and other such codes.

**Section 4.2.11.2 Size, Density, Location, Setbacks**

- (a) **Maximum Site Density.** The maximum site density for vacation travel trailer parks shall be twelve (12) units per acre.
- (b) **Minimum Site Size.** The initial development of any vacation travel trailer park shall not be less than two (2) acres fully developed.
- (c) **Site Location.** Vacation travel trailer parks shall be located at least three hundred feet (300') from any residential zoning district.
  - (1) No vacation travel trailer shall be placed or erected closer than five feet (5') from the property line separating the recreational vehicle park from adjoining property, measuring from the nearest point of the vacation travel trailer.
- (d) **Size, Marking and Separation of Individual Sites.** Each individual site within the vacation travel trailer park that is reserved for the accommodation of any vacation travel trailer shall have an area of not less than ~~sixteen hundred (1,600)~~ **one thousand (1,000)** square feet, or forty feet (40') by ~~forty feet (40')~~ **twenty-five feet (25')**, to provide adequate space for a recreational vehicle, a car, and a picnic table/grill. Each individual site shall be defined clearly by proper markers at each corner, shall be level, paved, and well drained.
  - ~~(1) Pad for vacation travel trailers shall be separated by a minimum of eight feet (8').~~
  - (2) Trailers and other recreational vehicles shall be separated from each other and permanent structures by ten feet (10').**

(e) **Setback Requirements for Vacation Travel Trailers.** Setback requirements for vacation travel trailers shall be as outlined in *Table 4-4*.

**TABLE 4-4: REQUIRED SETBACKS FOR TRAVEL TRAILERS**

Element From Which Setback Is Measured	Required Setback
The edge of cul-de-sac streets	20 feet
The edge of other interior streets	10 feet
The front property line of the vacation travel trailer park	25 feet
The rear and side (exterior and interior) property lines of the vacation travel trailer park	15 feet

**Section 4.2.11.3 Ingress and Egress**

- (a) **Public Street.** All vacation travel trailer parks shall be directly linked by an entrance way with a public street.
- (b) **Width and Radius.** The entrance way shall be at least forty feet (40') in pavement width with a twenty-foot (20') curb radius on collector and arterial streets and fifteen feet (15') on local streets.
- (c) **Connection to Construction Standards.** The connection of the entrance way with the public street shall be constructed according to municipal construction standards.
- (d) **Paving.** The entrance roadway from the public street to the main office plus the parking for the office and all uses accessible by the general public shall be paved. All other surfaces intended for regular vehicular use shall have a durable surface, such as compacted base material.
- (e) **Private Streets.** Entrance ways and interior streets shall be considered private streets.
- (f) **No Access Through Residential Zoning Districts.** There shall be no entrance or exit from the vacation travel trailer park through a residential zoning district.

**Section 4.2.11.4 Miscellaneous Requirements**

- (a) **Infrastructure Systems.** Vacation travel trailer parks shall have the option of connecting to municipal water and sewage systems or of seeking appropriate waivers and installing private systems. Private sanitation facilities shall meet all State and City of Abilene health standards and regulations.
- (b) **Refuse Containers or Areas.** Refuse containers or collection sites shall be conveniently located for park residents. A central refuse collection site for the park as a whole shall be provided. Such a container shall be water tight and rodent proof. If refuse is to be collected by the City of Abilene, central refuse collection areas shall be located in conformance with City standards.
- (c) **Accessory Uses.** Accessory uses such as an office, recreation facilities, toilets, dumping stations, laundries, etc., shall be permitted, subject to the following restrictions:
  - (1) Such establishments and the parking area primarily related to their operations shall not occupy more than ten percent (10%) of the gross area of the park.

(2) The structures housing such facilities shall not be located closer than fifty feet (50') to any public street.

(d) ~~**No Permanent Use of Trailers.** No travel trailer park or trailer therein shall be used as a permanent place of dwelling or business for indefinite periods of time, except for permanent full-time employees of the travel trailer park. Continuous occupancy extending beyond three (3) months in any twelve (12) month period shall be presumed permanent occupancy.~~**Duration of Stay.**

- Up to seventy-five percent (75%) of trailer sites may be allowed as long-term stay. Long-term stay trailers may be allowed for up to 12 months and must leave for a minimum of 60 days prior to returning.
- Twenty-five percent (25%) of trailer sites must be designated as short-term stay. Short-term stay trailers may be allowed for up to 3 months and must leave for a minimum of 60 days prior to returning

(e) **Sanitary Facilities.**

(1) Requirements: Each recreational vehicle park upon which two (2) or more recreational vehicles are erected or placed and where private conveniences for each site are not provided shall provide, at locations described in this section, toilets, urinals, washbasins, slop basins, showers or baths, water faucets or spigots in accordance with the following:

- a. ~~One (1) toilet or stool for the female sex for every ten (10) units or fractions thereof.~~
- b. ~~One (1) toilet or stool and one (1) urinal stall for the male sex for every twenty (20) units or fractions thereof.~~
- c. ~~One (1) lavatory or washbasin for each toilet room having three (3) toilets or fractions thereof shall be provided.~~
- d. ~~One (1) shower or bathtub shall be provided for each sex for each ten (10) units or fractions thereof.~~**One (1) toilet, sink, and shower for each sex per twenty (20) travel trailer sites or fraction thereof.**
- eb. All toilets, basins and showers shall be placed in properly constructed buildings located not more than three hundred feet (300') from any recreational vehicle unit served.
- fc. Buildings shall be well lighted at all times, day or night, well ventilated with screened openings, and constructed of moisture-proof material to permit rapid and satisfactory cleaning, scouring and washing.
- gd. The floors shall be of concrete or other impervious material, elevated not less than four inches above grade, and each room shall be provided with floor drains.
- he. Slop sinks or basins with water supply shall be provided to serve each four units and shall be constructed in accordance with design, size and material approved by the health officer.

(2) Toilet and Bathing Facilities: Toilet and bathing facilities shall be in separate rooms or partitioned apart in any manner as to provide privacy and promote cleanliness. Each toilet provided in a community toilet house shall be partitioned apart from any other toilet in the same room. The floor surface around the commode shall not drain onto the shower floor.

(f) **Register of Guests.** A register containing the name and address of each occupant of all the park, as well as the date of arrival and departure, the make, model, year, and the license number and state, of vehicles shall be kept and available for periodic inspection.

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