**MEMO**

**TO: Boulder Planning Commission and Interested Parties**

**FROM: Lee Nellis, FAICP**

**DATE: March 11, 2021**

**RE: Campground Standards**

Detailed standards, beginning with these for campgrounds, will become appendices or, if you prefer a different word, supplements to Chapter 22. We will need to make a minor addition to Chapter 22 and the accompanying checklist of standards when we are ready to adopt this.

I have edited the procedural parts of this, most of which are covered elsewhere in the ordinance. I have posed a lot of questions about the standards themselves. I ask you to think those questions through so we can begin answering them next time.

**~~Section 1016~~ Detailed Standards for Recreational Vehicle (RV) Parks and Campgrounds** ~~1. Purpose.~~ These standards are adopted to provide additional guidance for the review of applications for CUPs to establish ~~to provide for the development of successful and well cared for RV and~~ campgrounds. ~~parks with~~in Boulder ~~Town~~ ~~that are complementary to the rural atmosphere of the Town Boulder, and that enhance the value of surrounding properties, and that are consistent with the Boulder Town General Plan~~.

~~2. Conditional Use:~~ **This section was redundant of, and not always consistent with, Chapter 8 of the Zoning Ordinance. There is no need have procedures here. I have appended the new version of Chapter 8.**

~~a) A Conditional Use Permit for a recreation vehicle (RV) park or campground facility must be issued in accordance with this ordinance before such a facility may be constructed in any zone. Additionally, such uses must be consistent with the Zoning Ordinance of Boulder Town.~~

~~b) Each facility shall be built in accordance with the provisions of the Conditional Use Permit as well as other related laws of the Town and the State of Utah as they apply.~~

~~c) Prior to construction, the Developer and the Designing Engineer shall agree in writing with the conditions set forth for the construction of the project, and upon completion, certify in writing that such conditions have been complied with.~~

~~d) It shall be assumed the Developer and Project Engineer will ensure that the project will be built as agreed. However, if the Planning Commission or building administrator finds at any time that the conditions agreed to have not been followed, a letter of correction stating the concerns shall be sent to the Developer requesting corrective action and verification from the Project Engineer before construction of the project will be continued or before operation of the RV Park will be allowed.~~

~~e) Once a corrective action plan has been approved by the Planning Commission or building administrator, the Chairman shall sign the plan, and a written copy of the plan shall be provided to the developer authorizing the project to proceed as agreed. If agreement cannot be reached, the Conditional Use Permit shall be terminated until further notice.~~

~~f) All applications must include written approval by the Southwest District Health Department approval for the planned facilities.~~

~~3. Definitions:~~ **All definitions will be in Chapter 20.**

~~a) Conditional Use Permit. As defined in the Zoning Ordinance of Boulder~~. This added nothing, anyway.

~~b) Design Engineer. An Engineer licensed in the State of Utah and employed by the developer to do engineering design work for RV Parks.~~ *~~Boulder Town Zoning Ordinance (Amended)~~**~~As Amended to 5/8/2008 by Ordinance #59~~*

~~c) Developer.~~ **Other parts of the ordinance use the term “applicant.” We should be consistent. If you prefer “developer” to applicant, I will make the necessary changes.** ~~The person or entity authorized to develop the RV park. This may be the landowner or other legally authorized individual or entity. This person or entity shall make application to the Town, pay the fees, and be responsible to ensure that all work is done as approved.~~

~~d) Developer Agreement. An agreement signed by the Developer and/or property owner that all provisions of the Conditional Use Permit will be observed and that the park will be built as approved.~~ **We may need to make it more explicit that the CUP essentially constitutes a development agreement. That would appear in Chapter 8.**

~~4. Public Notice~~**~~.~~ A revised version of this should be added to Chapter 8 in the next round of amendments.** ~~Each Developer shall be required to provide formal Notice in writing to all adjacent property owners within 300 feet of the project property prior to application. The Development Notice shall be used to provide notification to each neighboring property and a copy of each notice sent shall be required upon application to the Planning Commission for review.~~

**Now for the questions.**

~~5.~~ Park Area and Space Density:

a) Each RV park must be located on a parcel of property that is a minimum of five (5) acres in size. **What purpose does the minimum parcel size serve? As I read it, it means that you could not have an RV park with less than 25 spaces. Is that what you want?** No more than five (5) designated RV pads and two (2) tent sites per acre is allowed within the park. **I doubt this density of spaces will be profitable. That doesn’t mean you can’t keep this standard, but I will point out that doubling it to 10 units would still, depending on the design, result in a lot coverage of less than 50%. I will also point out that the new commercial design standards allow you to address lot coverage, buffers, and other ways of improving/mitigating the appearance of a campground.**

~~6.~~ Property Development Standards. The following standards shall apply to each Recreation Vehicle Park. ~~Plans and elevations for the park and any buildings or structures proposed for location therein shall be submitted with the application for a Conditional Use Permit according to the Zoning Ordinance of Boulder Town.~~ ~~Said plans shall be in conformance with the following general development standards~~. **This is covered in Chapter 8.**

a) RV Site Requirements. All designated RV pads shall be clearly marked and numbered for identification ~~and shall meet the conditions set forth in this ordinance and in the Conditional Use Permit~~. **What does this mean?**

b) Off-Street Parking. Each RV site shall have adequate space provided for tenants to park their vehicle off the park streets. **Would it be more clear to set a minimum length on RV spaces?**

i) The parking pads shall be all weather surface (gravel or better); **We could combine the campground roads here, too, and make this mor econcise.**

ii) Each RV site shall provide sufficient space so that the parking, loading or maneuvering of vehicles and trailers will not necessitate the use of any public street, sidewalk, right of way. or any private property not owned by the park;

iii) A minimum of two (2) common parking spaces for each ten (10) RV or camping sites shall be provided in the park. These spaces shall be in addition to the required off-street parking. **I think that what this does is set the required off-street parking standard, not add to it. Am I missing something?**

c) Landscaping: Landscaping shall be provided in the park consistent with the landscaping requirements of the Zoning Ordinance. The following landscaping provisions shall apply to all RV or camping parks.

i) All open areas except driveways, parking areas, walkways, utility areas and patios shall be maintained with landscaping in accordance with a detailed landscaping plan ~~to be~~ approved as a part of the Conditional Use Permit.

ii) Approved landscaping shall be planted along the perimeter of the park as required by the Conditional Use Permit. **This is already covered in the Commercial Development Standards. Do you want different buffers for RV parks than for other commercial uses? It is also covered in f), below.**

iii) Water conservation shall be considered in the use of landscaping. **Are you willing to accept xeriscapes where there is no irrigation?**

d) Ongoing Park Maintenance. As a condition of the Conditional Use Permit, each park shall be kept in safe and attractive repair and maintenance to avoid hazard to health, safety, and the welfare of the Town and the tenants of the park.

e) Tent Sites. Each park may provide for tent camping areas. Each tent site shall have access to a potable water outlet, tables as needed, and safe outdoor cooking areas as per the prevailing fire code and conditions.

f) Perimeter Screening. Perimeter screening shall be incorporated in the park plan that is approved by the Planning Commission and is consistent with the surrounding natural area

and provides needed visual and sound barrier to minimize impacts on neighboring properties. Complementary trees may be installed along the perimeter to add to the effects of the barrier. **If trees are complementary, are you asking for a fence or wall? If this is about landscaping it is already covered both above and in the Commercial Development Standards.**

g) Park Streets. Park streets shall provide for convenient and safe traffic circulation as well

as access for emergency vehicles. **Redundant of b)ii), above. This may be a better way to say it.**

i) Entrance to the park from the public roads shall be a minimum of 24 feet in travel surface and provide for safe ingress and egress of intended recreational vehicles. **Turning radius is just as important as width. Since RV parks must be accessible to UT 12, this will be covered by UDOT.**

ii) Interior park streets shall be a minimum of 12 feet in travel surface for one-way streets and 24 feet for two-way streets and provide for safe passage of park tenants and emergency vehicles throughout the park.

iii) Park streets shall be engineered for drainage with all weather surfaces of gravel or better.

iv) All park streets shall be lighted according with the requirements of the Zoning Ordinance lighting regulations. **The way the ZO is currently written, outdoor lighting is optional. If you want campgrounds to be lit, we will need to change that.**

h) Setbacks. The park shall be designed in such a way as to keep RV pads and park buildings back from the perimeter property line according to the zoning requirements outlined in the Zoning Ordinance. **This is already required. Does not need to be repeated. The new Commercial Development Standards even allow for deeper setbacks if the PC finds them necessary,**

i) Recreation Areas. Common open areas for recreation that are convenient and accessible for all park patrons are recommended. **If you are not going to require this, leave it out.**

j) Park Office. Each park shall provide a permanent structure for office use. Such building may include a single-family dwelling for the use of the park owner or manager. **Why can’t the office and residence be separate?**

k) Restroom and Shower Facilities. Public restrooms, including toilets, sinks and showers, shall be provided within the park according to health requirements. **Health requirements of the State?**

l) Telephone. The park shall contain at least one (1) public telephone for park tenant use. **This seems outdated.**

m) Fuel Dispensing Equipment. All fuel dispensing equipment shall comply with state and federal regulations governing their construction and use.

n) Storage Areas. Areas for the storage of vehicles and other items shall be the responsibility of the park and shall be controlled by park policy to protect the health and safety of park tenants and surrounding properties.

o) Removal of Wheels. Wheels and axles shall not be removed from RVs in the park except for emergency or temporary repairs.

p) Generators. The park management shall not allow generators to be operated in the park. **This seems unreasonable. How about a time of operation standard?**

q) Fire Protection. Fire hydrants and fire protection devices shall be located throughout the park according to fire code and public safety requirements.

r) Wastewater, Trash, and Drinking Water Stations.

i) Each park shall have facilities for providing potable water and the disposal of sewer waste that meets the standards of the local health department.

ii) Those RV sites that provide for sewer, power, and water drops shall meet the requirements of the related agencies and utility companies. **Are r)i) and r)ii) consistent?**

iii) Appropriate garbage holding areas and disposal service shall be required. **Applicant should submit a contract for service before a CO is issued.**

7. RV Parks. Mobile Home Parks. Mobile Home Subdivisions: An RV park may be planned in conjunction with a mobile home park or mobile home subdivision, as long as the RV park is designed as a separate area and its tenants, activities and functions are kept separate and do not infringe on the operations of the mobile home park or subdivision. **This would need to be in the subdivision regulations, too.**

8. Tenancy. The term of tenancy shall be controlled by the park owner in the interest of their business as long as health and safety standards are met, and the nature and character of the park is maintained within the conditions set forth in the Conditional Use Permit; but in no event shall a tenancy exceed a term of one hundred eighty (180) days in any 365-day period.

**Appendix – Revised Version of Chapter 8**

**CHAPTER 8 - CONDITIONAL USE PERMITS**

**Section 801 Issuance:** Conditional Use Permit~~s~~ (CUP) may be issued as provided by this ordinance for any of the uses identified as Potentially Compatible in the Table of Uses adopted in Chapter 6.

**Section 802 Applications, Public Hearing Required, Planning Commission Authorized to Render Conditional Use Decisions:**

1. All applications for a CUP shall be made on the ~~application~~ form provided by the Town and be accompanied by a site development plan that complies with the requirements of Section 803, below and any additional requirements of this ordinance. Applications that do not include a complete site development plan will not be accepted.
2. The Planning Commission is authorized to render a final decision on applications for a CUP. Prior to rendering such a decision, the Planning Commission shall conduct a properly noticed public hearing to receive comment on the application.

**Section 803 Site Development Plan Requirements:** A Site Development Plan shall be required to accompany all Conditional Use Applications. TheSite Development Plan shall provide the following;

1. A plan drawn to a scale identifying the location and dimensions of the property and any existing buildings or other structures, and fence lines.
2. A topographical map of the site identifying site features, as applicable, identifying areas of the site with greater than fifteen percent (15%) average slope and areas of the site with greater than thirty percent (30%) average slope with contour lines, at an interval of two (2) feet, and other features of the site, including but not limited to areas of natural vegetation, tree stands, water courses, drainage ways.
3. The location and dimension of all proposed buildings.
4. All proposed off-street parking areas including egress and ingress and including areas for off-street parking during construction.
5. The location of roads and utilities that are now serving the site or will be required to serve the site.
6. A Storm Water Plan.
7. A Landscape Plan identifying the treatments, including type and number of plant materials proposed for all areas not occupied by buildings and parking and identifying proposed screening and buffering treatments and a calculation of the amount of pervious and impervious area.
8. A Construction Plan identifying the phases of construction, a construction schedule, and a list of all permits necessary for the proposed use.
9. A Service Impact Assessment which shall include, but not be limited to, identifying requirements for Culinary Water, Sanitary Sewer, and anticipated traffic volumes, proposed accesses, and Utah Department of Transportation requirements and permits, as applicable.
10. Building Plans and Signs. The proposed material and colors of all exterior building facades shall be identified as well as all proposed site signage including the height and size of all signs. All signage must comply with the requirements of Section 1018 of this Ordinance.
11. Commercial Site Development Plans shall also be required to include all other materials needed to demonstrate compliance with the requirements of this ordinance, specifically including compliance with the standards of Chapters 10, 21, and 22.

**Section 804 Approval or Denial of a Conditional Use Permit Application by the Planning Commission:**

1. If the Planning Commission finds that a proposed Potentially Compatible use complies with all ~~the~~ requirements of this ordinance, specifically including, but not limited to, the standards of Chapter 21 or 22, whichever is applicable, it shall approve the application for a CUP.
2. In approving a CUP, the Planning Commission may impose any conditions needed to ensure compliance with the applicable standards. All conditions imposed must be clearly designed to ensure compliance with a specifically cited standard or standards of this ordinance.
3. Following ~~the~~ approval of a CUP, with or without conditions, the Applicant may apply for any other approvals, licenses, or permits necessary to implement the CUP approval.
4. If the Planning Commission finds that a proposed Potentially Compatible Use does not comply with the standards of this ordinance, specifically including, but not limited to, the standards of Chapter 21 or Chapter 22, whichever is applicable, the application for a CUP shall be denied. If a CUP is denied by the Planning Commission, no other approvals, licenses, or permits related to the proposed use shall be approved or issued.

**Section 805 Revocation or Modification of a Conditional Use Permit:** A CUP may be modified or revoked by the Planning Commission following a properly noticed public hearing at which the Planning Commission finds that one or more of the following conditions exists:

1. The CUP was obtained in a fraudulent manner or there has been a significant change in the use as it was represented in the application for a CUP.
2. The use for which the CUP was granted has ceased for at least six (6) consecutive calendar months.
3. The use is not in continuing compliance with one or more of the applicable standards of this ordinance.
4. One or more of the conditions ~~of~~ imposed on approval of the CUP has not been met.

**Section 806 Use of RV or Mobile Home for Living Purposes During Period of Construction of Permanent Dwelling:** Any person or entity who has obtained all permits and complied with all requirements necessaryfor the construction of a permanent dwelling on a lot in Boulder Town and who is in the processof constructing a permanent dwelling on such lot may obtain a Conditional Use Permit allowingthe user to reside in an RV or a mobile home on the lot where the permanent dwelling is beingconstructed for a period of up to one (1) year. The RV or mobile home must be connected towater and sewer service which has the approval of the Town of Boulder and by Southwest UtahPublic Health Department. The Town of Boulder may extend the period of conditional use afterone (1) year only upon being provided proof that substantial progress is being made on theconstruction of the permanent dwelling and evidence being presented that construction will becompleted within a reasonable time. (Added by the Adoption of Ord. #46B – passed 12/3/2003).