

RIO ARRIBA COUNTY
BOARD OF COUNTY COMMISSIONERS

ORDINANCE NO. 1992-03

RIO ARRIBA COUNTY TRAVEL TRAILER CAMPGROUND REGULATIONS

EFFECTIVE: DECEMBER 18, 1992

ADOPTED: OCTOBER 19, 1992

JOE B. ROMERO, CHAIRMAN

TITO PADILLA, MEMBER

ARTHUR RODARTE, MEMBER

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RIO ARRIBA COUNTY BOARD OF COUNTY COMMISSIONERS

AN ORDINANCE RELATING TO TRAVEL TRAILER AND RECREATIONAL VEHICLE CAMPGROUNDS; ENACTING TRAVEL TRAILER CAMPGROUND REGULATIONS WITHIN RIO ARRIBA COUNTY.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS IN AND FOR THE COUNTY OF RIO ARRIBA, STATE OF NEW MEXICO.

Section 1. TITLE - This ordinance may be cited as the "Rio Arriba County Travel Trailer Campground Ordinance".

Section 2. PURPOSE OF ORDINANCE - The purpose of this ordinance is to provide for the safety, preserve the health, promote the prosperity, and improve the morals, order, comfort, and convenience of the residents of Rio Arriba County; and to establish criteria for the development and operation of travel trailer (recreational vehicle) campgrounds within Rio Arriba County.

Section 3. LOCATION OF TRAVEL TRAILER CAMPGROUNDS - a travel trailer campground may be located on any tract of land suitable for such purpose; however, a camping site which is located within a flood plain, or which is in a location which would cause danger to the general public, shall not be accepted for approval.

Section 4. DEFINITIONS - as used in the Rio Arriba County Travel Trailer Campground Regulations:

A. "travel trailer" means a house trailer that exceeds neither a width of eight (8) feet, nor a length of forty (40) feet, when equipped for the road and may or may not be motorized. Such unit

shall not be permanently connected to any utility.

B. "travel Trailer campground (park)" means a unified development under private ownership designed primarily for transient service on which two (2) or more travel trailers, pick-up coaches, and self-propelled motorized vehicles can be parked, situated, or used, for the purpose of supplying to the public a parking space for such vehicles.

C. "travel trailer stand or space" means a parcel or area of land for the placement of travel trailers and exclusive use of its occupants and which is located in the travel trailer campground.

Section 5. SIZE AND DENSITY - The site shall contain a minimum of two and-a-half (2 ½) acres of land at a gross density of not more than twelve (12) units per acres.

Section 6. SPACE REQUIRED - Each space in a travel trailer campground shall provide a minimum area of 1,500 square feet.

SETBACKS: Travel trailers shall be so located on each space that there shall be at least twenty (20) feet clearance between travel trailers; provided, however, that with respect to travel trailers parked end to end, shall be at least fifteen (15) feet. No travel trailer shall be located closer than twenty (20) feet to any building within the campground. No travel trailer shall be located closer than thirty (30) feet from any public street or highway right-of-way. No part of a travel trailer shall obstruct any roadway or walkway in a travel trailer compound. The required area for each travel trailer

shall not include additional area required for access roads, service buildings, office and similar other travel trailer campground needs.

Section 7. PLACEMENT -- It shall be unlawful to allow any travel trailer to be occupied in a travel trailer park unless a travel trailer is situated within a travel trailer space.

Section 8. DRAINAGE AND PUBLIC - The requirements of travel trailer campground drainage and public roads area as follows:

A. Private streets shall have a minimum pavement width of twenty-four feet (24');

B. Private collector streets shall have a minimum pavement width of thirty feet (30');

C. Public dedicated streets shall observe right-of-way requirements and subdivision design standards set forth in the Rio Arriba County Subdivision Regulations; and,

D. Dead-end streets within the park shall provide a turn-around to accommodate all types of emergency vehicles.

Section 9. ACCESS ROADS - A travel trailer campground shall have access to arterial or major collector streets; however, no travel trailer space shall have direct access to local, collector, or arterial public streets.

Section 10. PERIMETER LANDSCAPING - The perimeter of the park shall be landscaped to blend as closely as possible with the surrounding land contours and vegetation and to provide adequate screening from adjacent properties or developments to a standard

acceptable by the Board of County Commissioners.

Section 11. FIRE PROTECTION - Every travel trailer campground shall be equipped at all times with fire extinguishing equipment in good working order of such type, size, and number, and so located in the park as prescribed by and satisfying the regulations of the local fire prevention authority.

Section 12. SERVICE BUILDINGS - Every travel trailer campground shall provide sanitary facilities in one or more service buildings. These facilities shall consist of at least one (1) flush-type toilet, one (1) lavatory, and one (1) shower for each sex for every six travel trailer spaces in the campground. Service building housing sanitation shall be permanent structures complying with all applicable ordinances and codes regulating buildings, electrical installation, and plumbing and sanitation systems. The service building shall be well-lighted, shall be well-ventilated with screened openings, shall be constructed of such moisture-proof material, which may be painted woodwork as shall permit repeated wash and cleaning, shall be maintained at a temperature of at least 65 degrees Fahrenheit during the period from October 1 to May 1. The floors of the service building shall be of water impervious material.

Section 13. UTILITIES, WATER AND SEWER SYSTEMS - The requirements for travel trailer campground water and sewage systems shall be as follows:

A. The travel trailer campground must be served by either

public water and sewer systems or by a park-maintained water and sewer system as required by the Rio Arriba County Subdivision Regulations. No individual space wells or individual sewage disposal systems will be allowed.

B. If the water supply is to be from ground water sources, it must contain a report by a person qualified in ground water hydrology presenting:

1) a detailed geological map of the land to be developed;

2) a reconnaissance geologic map of adjacent lands showing the hydrologic boundaries of the aquifer system from which water will be taken;

3) information on depth of water within an extent of thickness of the aquifers, probable yields of wells based upon pumping tests, chemical quality of water, logs and yields of wells;

4) maps showing contours of the water levels in wells and thickness of saturation of the principal aquifers; and

5) information on presence of potential sources of ground water pollution and computations of the effects of the proposed water withdrawal on water levels and natural discharge within and exterior to the proposed development; and

C. If the water supply is to be provided from surface supplies or from ground water supplies within declared underground basins, contain a water supply plan which includes a permit issued by

the state engineer for the use of the quantity of water required or surety in a amount sufficient to cover acquisition of such permit.

Section 14. ELECTRICITY - The electrical distribution system shall be installed and maintained in accordance with applicable codes and regulations. Each travel trailer space equipped for electrical hook up shall have a minimum of twenty (20) amperes service outlet and be protected from accidental occurrence by a properly approved electrical box.

Section 15. SOLID WASTE SYSTEM - The requirements for a travel trailer campground solid waste system shall be as follows:

A. If the development plan or plat provides for an extension of an existing county solid waste collection and disposal system, the plan shall include a written agreement with the county system authority that service will be provided to the travel trailer campground proposed for development.

B. If the development plan or plat provides for an independent mobile home park solid waste collection and disposal system, it must contain the disposal site description, location, operation procedures, and equipment to be used, and a copy of the written agreement between the applicant, developer, and the independent contractor disclosing the plan for collection and disposal of the solid waste.

C. It shall be the responsibility of the park operator to provide for the disposal of solid waste from the park.

Section 16. TELEPHONE - A minimum of one (1) semi-public telephone shall be provided in an easily accessible, safe location twenty-four (24) hours a day, seven (7) days a week.

Section 17. SANITATION - The travel trailer campground shall be kept clean of all debris with proper receptacles for solid waste disposal.

Section 18. VARIANCE - Request for variances in travel trailer campgrounds shall be presented in writing to the county manager and may be granted or denied after consideration by the Board of County Commissioners.

Section 19. APPLICATION - LICENSE - LICENSE VALIDITY - LICENSE FEE:

A. Any person, firm association or corporation desiring to develop and operate a travel trailer park within Rio Arriba County shall apply to the Board of County Commissioners for authorization, written application, together with appropriate plans and specifications as set forth in this Ordinance, shall:

- 1) Be filed, in triplicate, with the County Manager;
- 2) State the applicant's name and address;
- 3) State the location and legal description of the property on which the travel trailer park is to be developed; and,
- 4) Include such additional information as may be requested for review by the county commission's staff to enable the Board of County Commissioners to determine if the travel trailer park complies with the requirements of the Rio Arriba County Travel Trailer Campground Regulations.

The fee for review of the travel trailer park application shall

be twenty-five dollars (\$25.00) per space within the travel trailer campground, and shall be paid by the applicant to the county treasurer upon submission of the application. The applicant shall furnish evidence of payment of such fees to the County Manager.

B. If, due to complex, unforeseen, or unique circumstances relating to the plan or plat of the proposed travel trailer campground, such as complex hydrological or liquid waste disposal considerations, additional review is required, the Board of County Commissioners may assess additional fees to defray the cost of such review. Such fees shall only be for professional services rendered to the County when the County does not have qualified personnel to assist in the review of the reports, plans and plats of the proposed mobile home park. An estimate of said fees shall be given to the applicant within five (5) days of filing the application.

C. Upon final approval of the travel trailer campground application by the Board of County Commissioners, the applicant shall obtain a license to do business in Rio Arriba County from the County Clerk. The fee for issuance of such county occupation license shall be ten dollars (\$10.00) per space within the travel trailer campground, and shall be paid annually on January 1 of each year by the applicant to the County Clerk. Annual renewal of the county occupation license by the licensee shall be made subsequent to the inspection and approval of the mobile home park by the County Manager or County Engineer and the District Fire Chief or, in the absence of a

Fire District, the State Fire Marshal.

D. Written application for transfer of the county occupation license shall be filed with the County Manager upon the purchase or lease of a travel trailer campground from the licensee. Upon approval of the application for transfer of the county occupation license by the Board of County Commissioners, the license transferee shall obtain a certificate of transfer of the county occupation license from the County Clerk. The fee for issuance of a certificate of transfer of the license shall be fifty dollars (\$50.00) and shall be paid by the license transferee to the County Clerk together with an unpaid occupational license fee, if due, under Section 4-C.

E. The Board of County Commissioners may, at its discretion, by resolution of the Board of County Commissioners, vary all fee schedules to cover all applicable costs for administration and enforcement of this Ordinance.

Section 20. PUBLIC HEARING:

A. The Board of County Commissioners shall, prior to taking action to either approve or disapprove an application for the operation of a travel trailer park or campground within Rio Arriba County, shall hold a public hearing on the proposed travel trailer park or campground.

B. In scheduling such public hearing, the developer of the proposed travel trailer campground shall:

- 1) thirty (30) days before such public hearing, mail

notices of public hearing, registered, return receipt requested, to all adjacent property owners within a one hundred-foot (100') radius of the proposed travel trailer park or campground. A copy of the notice of public hearing, together with a mailing receipt, shall be submitted to the Board of County Commissioners and shall become a part of the permanent record; and

2) fifteen (15) days before such public hearing, cause one public notice to be published in a newspaper of general circulation in the County of Rio Arriba stating the date, time, and place of the public hearing and the intent of the developer for the construction of the proposed travel trailer campground. A copy of such public notice shall be submitted to the Board of County Commissioners and shall become a part of the permanent record.

3) Upon completion of the hearing, the Board of County Commissioners shall render findings and conclusions which shall be mailed to the applicant within thirty (30) days by registered mail, return receipt requested.

4) Revocation - If a licensee conducts this business in violation of the provisions of this Ordinance, the County Manager can file action in District Court to enforce the provisions of this Ordinance and enjoin the violations with approval of the County Commission. If a licensee is found guilty of violating the provisions of this Ordinance, the District Court may revoke the license.

If the licensee, after conviction and revocation, corrects the

violations complained of which caused the revocation, the licensee may apply for reinstatement of the license and the County Manager may recommend that the license be reissued after ascertaining that the licensee is in full compliance with this ordinance, and other applicable law, and the payment of \$200.00 as reinstatement fee.

Section 21 -- Appeals:

A. Any applicant who may be adversely affected or is dissatisfied with an order, determination, or decision, of the Board of County Commissioners approving or disapproving a mobile home park application, may request a hearing thereon before the Board of County Commissioners or, in the alternative, appeal to the District Court of the County through appropriate court proceedings to vacate or set aside such order or determination.

B. The applicant shall have fifteen (15) days after the Board of County Commissioners has rendered its decision in which to seek a hearing for reconsideration of the travel trailer campground application. Such request shall be in writing and hand-delivered to the County Manager within the said 15-day period.

C. The Board of County Commissioners shall give the applicant notice of the date, time, and place of the hearing for reconsideration of the travel trailer campground application will be held fifteen (15) days in advance of such hearing. The applicant may be represented pro se or by an attorney and may introduce new evidence at such hearing for consideration by the Board of County

Commissioners.

D. If, after hearing for reconsideration of a mobile home park application, the Board of County Commissioners renders an adverse decision, the findings and conclusions of the Board shall be reduced to writing and mailed to the applicant at the address noted on the mobile home par application within thirty (30) days, by registered mail, return receipt requested.

E. If applicant shall be aggrieved by the decision of the hearing for reconsideration, he shall be entitled to appeal to the District Court within thirty (30) days after the findings and conclusions are mailed out. Any appeal made after the thirty (30) days shall be dismissed as untimely.

Section 22. PENALTIES:

A. The person to whom a permit for a travel trailer campground is issued shall at all times operate the campground in compliance with this ordinance and regulations issued thereunder, and shall provide adequate supervision to maintain the park or campground, its facilities and equipment, in good repair and in a clean and sanitary condition at all times.

B. PUNISHMENT - Any person who violates any provision of this Ordinance shall be, upon conviction, be punished by a fine or not less than twenty-five dollars (\$25.00), nor more than one hundred dollars (\$100.00); and each day's failure of compliance with any such provision shall constitute a separate violation.

Section 23. SAVINGS CLAUSE - If any section, subsection, sentence, clause, word, or phrase of this ordinance is for any reason held to be unconstitutional or otherwise invalid, such a decision shall not affect the validity of the remaining portions of this ordinance.

Section 24. EFFECTIVE DATE - This Ordinance shall become

effective thirty (30) days after its adoption and after it has been duly recorded by the County Clerk as required by law.

PASSED, ADOPTED AND APPROVED by the Board of County Commissioners, Rio Arriba County, as Ordinance No. 1992-03, entitled "Rio Arriba County Travel Trailer Campground Regulations", this 19TH day of OCTOBER, 1992.

BOARD OF COUNTY COMMISSIONERS
OF RIO ARRIBA COUNTY

JOE B. ROMERO, CHAIRMAN

TITO PADILLA, MEMBER

ARTHUR RODARTE, MEMBER

ATTEST:

ALEX NARANJO
RIO ARRIBA COUNTY CLERK

Typed & edit by Epifania Archuleta 8/2005