

**AN ORDINANCE ADOPTED BY THE CLAY COUNTY BOARD OF SUPERVISORS  
GOVERNING THE ESTABLISHMENT OF RECREATIONAL VEHICLE (RV) PARKS**

**ARTICLE 1**

**1.1 PURPOSE**

The purposes of this Ordinance are to:

- A. Preserve and promote the public health, safety and general welfare of the inhabitants of Clay County and to encourage and facilitate the orderly growth and development of the County. The regulations set forth in this Ordinance shall be applicable within the unincorporated areas of Clay County.
- B. Provide commercial rental parking spaces and sites for recreational vehicles (RVs), including motor homes, travel trailers, pick-ups, campers, and tent trailers.
- C. Provide goods and services customarily needed by occupants of the park.
- D. Assure reasonable standards for the development of facilities for the occupancy of recreational vehicles on a temporary basis, ranging from short overnight stops to longer destination-type stays of several days or an indefinite period, if temporarily working within Clay County.

**ARTICLE 2**

**2.1 DEFINITIONS**

- A. Recreational Vehicle/Trailer – Any prefabricated trailer or self-contained motor coach with design for human habitation capable of providing its own utility accommodations or capable of interconnecting with external utility infrastructure.
- B. RV Park – Any single tract of land developed for more than five (5) recreation vehicles. Subsequent use of the term RV applies to all categories mention herein.
- C. Building Inspector – Such person as designated by the Clay County Board of Supervisors to carry out the duties of the “Building Inspector” as designated in this Ordinance. It is anticipated that an inter-local agreement will be in existence between the City of West Point and Clay County MS agreeing to the County utilizing the personnel in the City of West Point’s Building Inspector’s office to administer and enforce the County’s RV ordinance. However, the Clay County Board of Supervisors may designate any other person from time to time to carry out such duties.

## ARTICLE 3

### **3.1 DESIGN STANDARDS**

Preliminary plans shall be drawn at a scale of not more than two hundred (200) feet to the inch and shall show the following:

- A. Title information including the name of the park, name of developer, and scale.
- B. A vicinity map showing the relationship of all internal access roads and the relationship to major roads.
- C. The area and dimension of the tract of land
- D. The number, location, and size of all RV sites
- E. The location of service buildings and other proposed structures
- F. The location, size, scope, and other applicable data on water and sewer lines
- G. If a private sewage collection and disposal system is used, plans and specifications approved by the Mississippi Department of Environmental Quality must be submitted
- H. Adequate parking spaces and traffic flow for private vehicles of the renters.

### **3.2 Review of Preliminary Plans**

After preliminary plans for a RV Park has been submitted, the Building Inspector shall review the plans. If the plans are in compliance with this Ordinance, the Building Inspector shall issue a permit to allow the plan to be implemented. Should the Inspector find deficiencies, he shall notify the developer of the park to correct such deficiencies. The intent of the permit is to enable the execution of the plan in the field and should not be construed to entitle the developer to offer spaces for rent or lease to operate the park as defined in this ordinance. All field work shall be in accordance with the approved plans and it shall be the responsibility of the developer to inform the Building Inspector about progress of efforts so timely inspections can be completed. Upon completion of the park, the developer shall contact the Building Inspector for an inspection. Upon finding the park to be completed according to the approved plans, the Building Inspector shall issue a certificate of compliance allowing the rental of RV spaces in the park. Upon reasonable advance notice to the park owner, The Building Inspector shall have authority to make such subsequent inspections as may be necessary to insure continued compliance by the park owner.

- A. **Minimum Park Area** - The minimum size of an RV park shall be three (3) acres, and certified by a licensed survey.

- B. Rental Space Size** – Minimum rental space size for those spaces having utility hookups shall be four hundred fifty (450) square feet. Minimum rental space size shall not include any area required for access roads, off-street parking, service buildings, recreation areas, office and similar RV park needs. The boundaries of each RV space shall be delineated by suitable permanent markers in such a way that the boundaries of any space can be readily ascertained. Each site design plan shall have a drawing of the site which must be approved.
- C. Rental Pads** – Each site shall be marked and numbered for identification and shall meet all requirements of this code. All spaces shall be equipped with a surfaced area of not less than ten feet by forty feet, containing hookups for water, sewer, and electricity. Surfacing shall consist of gravel, asphalt, or concrete. Where provided, each RV unit shall be parked entirely on the surfaced area so that no part thereof obstructs any roadway or walkway within the RV Park.
- D. Setback Requirements** - Each rental space shall meet the following minimum setback requirements:
1. Seventy Five (75) feet when abutting a county, state, or federal highway or other designated public right of way.
  2. Fifty (50) feet when abutting a public right-of-way other than "1." Above.
  3. Fifty (50) feet when abutting any property line other than "1." Or "2." Above.
  4. There shall be a minimum distance of fifteen (15) feet between RV units parked side by side.
  5. There shall be a minimum distance of ten (10) feet between RV units parked end to end.
  6. There shall be a minimum distance of twenty (20) feet between any RV space and any building
- E. Streets & Roads** – Streets or roadways and parking areas within the RV Park shall be designed to provide safe and convenient access to all spaces and to facilities for common use by park occupants, and shall be constructed and maintained to allow free movement of emergency and service vehicles at all times, and shall be graded to drain and surfaced with gravel, asphalt, or concrete. The design of which shall be approved by the Building Inspector, to maintain proper drainage and minimize dust. All interior roadways shall be at least twenty-four feet in width for two-way traffic, and at least sixteen feet in width for one-way traffic. All curves in roadways will be of sufficient size to accommodate emergency vehicles.
- F. Frontage** – All spaces shall have a minimum frontage of twenty-five feet along interior roadway. Any accessory uses such as attached awnings, steps, or slide-outs shall be considered part of the RV.

- G. Utilities** – All utilities shall be placed underground and approved by the Building Inspector.
- H. Water Supply** – An accessible, adequate, and potable supply of water under pressure shall be provided by in every RV Park. The water supply shall be connected to the City of West Point or a MDEQ/Mississippi Department of Health certified water system and installed to all applicable standards. All Plans and specifications shall be submitted with the permit request. Each rental space shall be equipped with one water outlet to provide connection for the RV.
1. **Sanitary Sewer** – All rental spaces shall be equipped with a hookup to an approved sewage system by way of a branch line and riser pipe at least four inches inside diameter. The riser cap shall be capped with a watertight cap or plug when not in use. Sanitary sewage systems shall be installed in compliance with the State Health Department, MS Department of Environmental Equality, and the rules and regulations of the City of West Point code. All plumbing in the RV Park shall comply with state and local regulations.
  2. **Electricity** – All rental spaces shall be equipped with an electrical outlet supplying at least 110 volts 30 amps, or 220 volts 50 amps, installed in accordance with applicable state electrical codes to provide normal RV electrical connections.
- I. Lighting** - Any light used to illuminate signs, parking areas, or for any other purpose shall be non-glaring, energy efficient, and so arranged as to confine direct light beams to the lighted property by appropriate directional hooding.
- J. Refuse Disposal** – The storage, collection and disposal of refuse shall be performed so as to minimize accidents, fire hazards, air pollution, odors, insects, rodents, or other nuisance conditions. All refuse containers shall have an animal-proof lid and shall be maintained in a clean and sanitary condition. Garbage and refuse shall be disposed of in such a manner to control flies, rodents, and odors. Any refuse facility shall be in a centralized enclosed storage facility. Adequate refuse collection and removal shall be the responsibility of the park owner and the park owner must provide proof of a contract with a certified waste removal company.
- K. Fire protection** – At the discretion of the RV Park owners, fire hydrants may be installed in the RV Park in accordance with state statutes. All buildings within the RV Park shall be equipped with fire extinguishing equipment in good working order of such type, size, and number as prescribed by the Fire Department.
- L. Structural Additions** – Temporary structures such as canvas awnings, screened enclosures, or platforms, which are normal camping equipment, may be erected but

must be removed when the rental space is vacated. No other structural additions shall be built onto or become a part of any RV.

- M. **Storage Sheds** – Storage sheds may be allowed at the park owner’s discretion.
- N. **Fires** – Fires shall be made only in stoves and other equipment intended for such purposes and placed in safe and convenient locations, where they will not constitute fire hazards to vegetation, undergrowth, trees, and RVs. No open fires are allowed.
- O. **Buffer Area** – the required buffer area shall be a minimum of twenty (20) feet in depth within all boundaries or public road. No building, structure or refuse-disposal area shall be located within a buffer area, except a sign, fence, or wall that does not diminish the buffer zone.

P. **Registration of occupants** – It shall be the responsibility of the owner or manager of the RV Park to keep a current record of the names and addresses of the owners and/or occupants of each RV space, the make, model, year and license number of each RV and motor vehicle by which it is towed, the state, territory, or country issuing such licenses, and the arrival and departure dates of each occupant. Records of the park owner must be made available for inspection to all appropriate agencies whose duties necessitate access for inspection, law enforcement, mail and parcel deliveries, and accommodate 911 emergency responses. Further, the park owner shall notify the Tax Assessor within ten (10) days of any change in ownership of the park, and shall furnish the name, address and telephone number of such new owner.

Q. **Guest Parking** – there shall be provided guest parking in each RV Park at the ratio of one parking space for each five RV sites within the park.

R. **Swimming Pools** – Swimming pools, if provided, shall be operated, maintained and used in compliance with recommendations and requirements of the Mississippi Department of Health’s regulations and standards.

## ARTICLE 4

### **4.1 ESTABLISHMENT OF A RECREATIONAL VEHICLE PARK**

RV Parks may be established on any single tract of land consisting three (3) acres or more, held in single ownership or unified control provided that the applicant provides:

- A. Evidence that he or she is a bonded licensed construction contractor or has a notarized contract with a bonded licensed construction contractor for development of the park.
- B. That the site is in conformance with sound planning principles and the land use plan for that area, as set forth in the general plan.

- C. That the site has an acceptable relationship to the major thoroughfare plan of the county, and is accessible to recreational vehicles without causing unnecessary disruption of traffic flows.
- D. That the proposed RV Park will not overload utility and drainage facilities.
- E. No part of any RV Park shall be used for the parking or storage of heavy equipment or trucks exceeding one-ton capacity nor home occupation or business shall be operated from an RV Park.
- F. An approved testament from the appropriate state or county traffic enforcement agency that entry and exit from the site is compliant with the National Highway Traffic and Safety Administration standards.
- G. A responsible caretaker, owner, or manager shall be placed in charge of an RV Park to keep all grounds, facilities and equipment in a clean, orderly, and sanitary condition, and shall be answerable to the owner for any violation of the provisions of this or any other ordinance.

## **ARTICLE 5**

### **5.1 REQUIREMENTS AND PROCEDURES**

The owner of a RV Park, or an expansion thereof, shall make a written application for a permit to the Clay County Tax Assessor's Office, pursuant to this ordinance and the Clay County Flood Damage Prevention Ordinance.

## **ARTICLE 6**

### **6.1 DEVELOPMENT OF PARK NEAR EXISTING RESIDENCE**

In the event a RV Park is developed within one hundred (100) feet of an existing residence and is not already, in the judgment of the Building Inspector, sufficiently screened by existing foliage or trees, a plan shall be designed to screen the park from such adjacent residence by means of privacy fence or walls, at least six feet in height, or by means of hedges or other landscaping or other foliage. All fences should have the finished side facing the adjacent property. All grass, hedges, and landscaping shall be maintained and kept neatly trimmed and pruned. However, this provision may be waived by the affected adjoining landowner(s). To be effective, such waiver must be in writing, signed by all owners of such adjoining affected property with all signatures properly notarized, contain a valid legal description of the affected property, and such waiver must be recorded in the land records of Clay County, Mississippi.

**ARTICLE 7**

**7.1 PENALTIES**

Penalties for each violation of this ordinance shall be punishable by a misdemeanor and fine not to exceed \$1,000.00.

**ARTICLE 8**

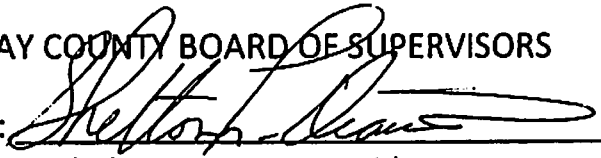
**EFFECTIVE UPON PASSAGE**

The County anticipates a significant influx of temporary workers due to the construction of the Yokohama Tire Company plant in Clay County, Mississippi. Construction is scheduled to commence shortly, and the influx of temporary workers has begun. Such workers will need housing, and it is vital that this ordinance become effective immediately to give developers an opportunity to begin plans and construction of RV parks to accommodate those workers who will reside in an RV during the construction of such plant. Accordingly, this ordinance shall become effective immediately upon passage for the preservation of the public health, safety and general welfare.

SO ORDERED on this the 7<sup>th</sup> day of October, 2013.

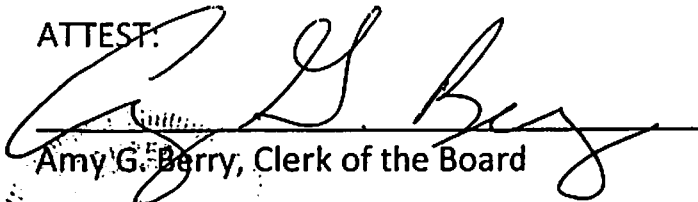
CLAY COUNTY BOARD OF SUPERVISORS

BY:



Shelton Deanes, President

ATTEST:



Amy G. Berry, Clerk of the Board

(SEAL)

