

## Chapter 43

### CAMPGROUNDS

[HISTORY: Adopted by the Town Board of the Town of Urbana 8-12-1991 as LL No. 3-1991. Amendments noted where applicable.]

#### GENERAL REFERENCES

Subdivision of land — See Ch. 93.

Zoning — See Ch. 105.

§ 43-1. Title.

The title of this chapter is a “Local Law Establishing Certain Regulations for Travel Trailers, Recreational Vehicles, Cabins and Tourist and/or Trailer Camps.

§ 43-2. Intent.

The purpose of this chapter is to promote the health, safety and general welfare of the inhabitants of the Town of Urbana, Steuben County, New York, by regulating the location, design, occupancy and use of travel trailers, recreational vehicles, cabins and tourist and/or trailer camps.

§ 43-3. Definitions.

When used in this chapter, unless otherwise expressly stated or unless the context or subject matter requires a different interpretation, the following terms are defined as noted:

**CABIN** — Any building, of whatever material, constructed, designed or equipped to be used or which is used for living, sleeping or eating by transient or seasonal occupants only.

**CAMPSITE** — Any area to be used for the purpose of locating an individual unit.

**STREET or ROADWAY** — That portion of a street or road which is paved or improved and intended for vehicular travel, including the berm.

**TOURIST CAMP** — Any lot, piece or parcel of ground upon which are located, or which is offered to the public for the location of, two or more tents, house tents, cabins, travel trailers or other buildings designed or used for sleeping facilities, other than permanent homes.

**TRAILER CAMP** — Any lot, piece or parcel of ground upon which are located two or more travel trailers.

TRAVEL TRAILER — Embraces those types of vehicles referred to as “campers,” “camping trailers” and/or “recreational vehicles (RVs)” and motor homes, as well as any other similar type vehicles which are designed or equipped to be used or are used for living and sleeping quarters and designed to move from place to place on wheels and to be propelled by their own power or drawn or propelled by another vehicle.

UNIT — Any travel trailer, house tent, tent, cabin or other dwelling designed for use by a single family.

§ 43-4. Permit required.

A. No person who is the owner or occupant of any land or premises within the Town of Urbana shall use or permit the use of such land or premises for:

(1) The establishment or maintenance of such trailer or tourist camp until a permit for the establishment or maintenance of such a trailer or tourist camp has been obtained as hereinafter provided; and after the issuance of such permit, such trailer or tourist camps shall not be maintained or operated other than in accordance with applicable laws and the terms of this chapter.

(2) The parking of any travel trailer for the purpose of the same being used for living, sleeping or eating therein, except as hereinafter provided.

B. No person who is the owner or occupant of any house trailer shall park or otherwise locate said house trailer upon any premises within the Town of Urbana for the purpose of using the same for living, sleeping or eating quarters, nor shall any person use or occupy any travel trailer for living, sleeping or eating quarters therein except in an authorized trailer or tourist camp, except as hereinafter provided.

§ 43-5. Application for permit.

A. A permit for the establishment or operation of a travel trailer or tourist camp in the Town of Urbana shall be issued or denied in accordance with the procedure herein specified. A verified written application for such permit, executed by the person or persons who propose to operate or maintain said trailer or tourist camp (and if such person or persons are not the owner of the property upon which it is proposed to operate or establish said camp, such application shall also be signed by the owner or owners of the property, shall be filed with the Town Clerk, accompanied by a certified check for the amount of the fee required by this chapter, and shall contain the following minimum information:

(1) The name and address of the applicant, and the names and addresses of the partners, if a partnership, and the name and addresses of the principal officers, if a corporation.

(2) The names and addresses of the owner or owners of the premises upon which the tourist camp or travel trailer camp is to be located.

(3) The interest of the applicant in said premises, if not the owner thereof.

(4) A description of the land or premises upon which the tourist camp or travel trailer camp is to be located.

(5) A plan, drawn to scale, of the proposed camp showing the parking area, the permanent buildings, the water supply, the location of required services and the proposed roadways and driveways.

(6) A complete statement showing the proposed method of sewage disposal or removal, the water supply, the electric service and the location and design of toilets, washrooms, laundry and all other services required by this chapter.

B. Seven (7) copies of this completed application shall be filed with the Town Clerk.

#### § 43-6. Environmental assessment form.

The applicant shall be required to complete Part 1 of a full environmental assessment form (EAF), which can be obtained from the Town Clerk. After the completed EAF shall have been filed with the Town Clerk, the Planning Board shall proceed to determine whether the proposed course of action may have a significant effect on the environment. Acting as lead agency it will complete Part 2 and, if appropriate, Part 3 of the EAF, and, in doing so, it shall use the criteria set forth in Section 617.11 of the New York State Environmental Quality Review Act (commonly referred to as "SEQRA" or occasionally as "SEQR"). If the Planning Board determines that the proposal will not have any significant environmental effect, then it shall prepare and file its written negative declaration in its official file and shall comply with the applicable notice and circulation requirements of SEQRA. At this point the Planning Board shall be authorized to render its final decision on the application. However, if the Planning Board believes that the proposed action may have a significant effect on the environment, then it shall issue a positive declaration of significance and will require a draft environmental impact statement (DEIS) to be prepared. It may, however, impose certain conditions for the purpose of eliminating or sufficiently mitigating all significant environmental impacts if the action is an unlisted action and issue a conditional negative declaration. At this point any decisionmaking concerning the proposal shall be postponed until all of the environmental impact review procedures, as set forth in 6 NYCRR 617 of SEQRA, have been met with full compliance. Thereafter, and at the conclusion of its review, including any required public hearings, the Planning Board shall issue its written finding statement and, subsequent to its filing, shall proceed to render its final decision.

#### § 43-7. Issuance of permit.

Upon receipt of each application, the Town Clerk shall notify the Code Enforcement Officer of the receipt thereof. The Code Enforcement Officer shall make or cause to have made an inspection of each building, structure or lot for which he has an application for a certificate of compliance before issuing such certificate. Upon the completion of his

inspection, the Code Enforcement Officer shall present a written report, along with his recommendation of permission or denial, to the Town Board, Planning Board or designated official for inspection of the application, plans and specifications.

§ 43-8. Fees.

The applicant shall, at the time of making application, pay a fee to the Town Clerk in accordance with a schedule of fees to be adopted by the Town Board.

§ 43-9. Renewal of permit.

The holder of a permit to maintain and operate a tourist camp or travel trailer camp shall apply to renew such permit on an annual basis at least 30 days prior to the anniversary of the issuance of the original permit.

A. Upon application, in writing, by a permit holder for a renewal of a permit and upon payment of the annual permit fee, the Town Board or designated official shall renew such permit for one year upon determination that said tourist camp or travel trailer camp is in compliance with this chapter.

B. The Planning Board, in consultation with the Code Enforcement Officer, shall review each permit renewal application to determine the degree of compliance with this chapter. Based on their findings, a written advisory report shall be submitted to the Town Board recommending approval or denial of the permit renewal, specifying the areas in management or facilities which are deficient or in noncompliance. Correction of deficiencies specified shall be a prerequisite to any subsequent permit renewal.

§ 43-10. Compliance required.

It shall be unlawful for any person to operate and maintain any tourist camp or travel trailer camp in the Town of Urbana unless said person holds a valid permit issued annually by the Town of Urbana in compliance with the provisions of this chapter in the name of such person for the specified tourist camp or travel trailer camp.

§ 43-11. Design standards.

The following minimum requirements shall be maintained at all times in all travel trailer or tourist camps:

A. Any land used as a campsite shall be well-drained, of ample size and free from heavy or dense growth of brush or weeds. The land shall be properly graded to ensure rapid drainage during and following rain and shall at all times be drained so as to be free from stagnant pools of water.

B. At least 1,200 square feet of land area shall be provided for each unit. The area of land to be used by each unit shall be clearly defined by markers at each corner thereof. Such areas are to be located and the units so placed thereon that each travel trailer, unit or cabin shall not be less than 12 feet from any property line and from any

building, structure, unit, cabin or travel trailer and not less than 500 feet from any public roadway. Roadways of at least 24 feet in width shall be provided and be so arranged that each unit is readily accessible to such roadway.

C. Each travel trailer or tourist camp shall prohibit any discharge of sewage or greywater from any unit, except where the unit is discharging into a conventional sewage connection which discharges the waste into an approved septic system.

D. Each campsite must be supplied with sufficient potable running water from an approved water source, or a sufficient supply of pure water must be available in conveniently located buildings from an approved type of water source.

E. Each travel trailer or tourist camp shall be provided with service buildings in which shall be installed water closets and tub, shower and toilet facilities which meet the minimum requirements set forth by state law, except that the areas reserved for use by units completely equipped with private toilet facilities connected to approved sanitary systems shall not be included in such determination and said areas shall not be used by other types of units.

F. Each tourist camp or travel trailer camp shall provide equipment sufficient to prevent littering of the grounds and premises with rubbish, garbage, refuse and the like and shall provide metal depositories at conspicuous locations upon the premises. Such depositories and camp sites shall be kept at all times in a sanitary condition. No unit shall be located within 100 feet from a depository.

G. Every tourist camp or travel trailer camp shall be under the management of the permit holder, who must manage such tourist camp or travel trailer camp from an office located on the premises. There shall be maintained in such office a bound book, available at all times for inspection by the Code Enforcement Officer or his agent and any police officer, containing a record of the names of all persons accommodated at the tourist camp or travel trailer camp, their home address and the license number of their travel trailer, automobile or other vehicle. It shall be the duty of the permit holder of any such tourist camp or travel trailer camp to:

- (1) Provide for the collection or removal of garbage and any other waste material.
- (2) Prohibit the placing or storage of unsightly material or vehicle of any kind.
- (3) Provide for the cleaning, painting, repairing and disinfecting of all buildings.
- (4) Take other measures that shall be deemed necessary to preserve the health, comfort and safety of all persons accommodated in the park or camp and the general public.

(5) Prevent the committing of any nuisance in the tourist camp or travel trailer camp premises, and to maintain the proper policing thereof.

(6) Provide for the proper storage of gasoline or other flammable substances.

(7) Comply with the National Electrical Code with respect to electrical wiring and equipment.

(8) Ensure that all plumbing fixtures installed in such tourist camp or travel trailer camp shall conform to any applicable sanitary requirement.

(9) Ensure that the tourist camp or travel trailer camp shall be kept in a clean and sanitary condition at all times and shall be free of any physical or fire hazards.

§ 43-12. Prohibited acts; additional regulations.

A. The following acts shall be unlawful:

(1) It shall be unlawful to remove the wheels from any travel trailer or otherwise permanently affix such travel trailer to the ground or foundation.

(2) No addition is to be built, erected or maintained in connection with any travel trailer other than the usual awnings, aprons or similar weather protective structure.

(3) All applicable rules, regulations and laws of the State of New York Department of Health and the County of Steuben and the Town of Urbana shall be met with full compliance by the applicant, and the applicant shall be required to furnish proper proof thereof prior to the issuance of any permit.

B. Any postissuance requirements which may be imposed by the laws, rules and regulations of other agencies, departments and bureaus of the State of New York and the County of Steuben and the Town of Urbana shall be observed, followed and met with full compliance.

§ 43-13. Travel trailers not in camps.

A. No travel trailer shall be located upon any land or premises within the Town of Urbana other than a tourist camp or travel trailer camp, unless such land or premises has erected thereon, conveniently accessible to such travel trailer, adequate sanitary facilities and an approved water supply system, unless such travel trailer is equipped with factory-installed sanitary and water facilities.

B. Not more than one such travel trailer shall be permitted to park or otherwise locate on such separate lot or parcel of land other than a tourist camp or travel trailer camp. In certain circumstances a special use permit, available from the Town

Clerk, will allow the temporary placement of additional units for a limited period of time. Such a permit is available for use in agricultural districts only.

C. No such travel trailer shall be permitted to remain upon any premises other than in a tourist camp or travel trailer camp for a period longer than two weeks in any twelve-month period in residential districts nor in the Agricultural District that borders Route 54 beginning at the intersection of Route 54A and running northeast to the Town of Wayne boundary line nor in the Agricultural District that borders Route 54A beginning at the Village of Hammondsport boundary line and continuing northwest to the Town of Pulteney boundary line or for a period longer than eight weeks in any twelve-month period in all other agricultural districts, except that the time may be extended by action of the Town Board. A “week” is defined as any seven consecutive days or any portion thereof.

D. No travel trailer shall be parked or located nearer than 300 feet to the street or road line in the Agricultural District that borders Route 54 beginning at the intersection of Route 54A and running northeast to the Town of Wayne boundary line nor in the Agricultural District that borders Route 54A beginning at the Village of Hammondsport boundary line and continuing northwest to the Town of Pulteney boundary line.

E. No travel trailer shall be parked or located nearer than 10 feet to the side line of any lot or parcel of land nor within 15 feet of the street or roadway of such premises nor within 30 feet from the high-water line.

F. No person who is the owner or occupant of any lot or parcel of land shall store or permit the storage of any travel trailer on any lot or parcel other than the owner’s primary legal residence, and such travel trailer shall not be used for the purpose of living, sleeping or eating. Such travel trailer shall be titled or leased to such owner or occupant and will be properly registered, licensed and inspected in accordance with any applicable motor vehicle law.

§ 43-14. Inspection and enforcement.

The Town Board of the Town of Urbana shall provide for the enforcement of the provisions of this chapter. The Code Enforcement Officer, his agents or any other person authorized by the Town Board shall have the right, at all reasonable times, to enter upon such tourist camp or travel trailer camp or other premises used for the parking or location of a travel trailer.

§ 43-15. Revocation of permit.

If the Code Enforcement Officer, upon inspection, finds that such tourist camp or travel trailer camp is not in compliance with the regulations applicable to such tourist camp or travel trailer camp and the provisions of this chapter, he shall serve upon the holder of such permit or the person in charge of the tourist camp or travel trailer camp an order, in writing, directing that the conditions therein specified be remedied within five days after the service of such order. If after the expiration of such period such conditions remain

unchanged or are not corrected in accordance with the order of the Code Enforcement Officer, the Code Enforcement Officer shall serve a notice, in writing, upon the owner or the person in charge of such tourist camp or travel trailer camp, requiring the holder of such permit to appear before the Town Board at a time and place to be specified in such notice and show cause why such permit should not be revoked. The Town Board, after a hearing at which the testimony of all witnesses of the Code Enforcement Officer and the holder of the permit, should he choose to testify, shall be heard, may revoke such permit if the conditions of the original order have not been corrected in accordance with the terms and regulations applicable to such tourist camp or travel trailer camp or if the permit holder has violated any of the provisions of this chapter, or for other sufficient cause. Upon revocation of such permit, the premises shall forthwith cease to be used for the purpose of a tourist camp or travel trailer camp and all occupants shall be removed therefrom.

§ 43-16. Penalties for offenses.

A violation of this chapter is hereby declared to be an offense punishable by a fine not exceeding \$250 or imprisonment for 15 days, and/or both such fine and imprisonment. Each day a violation shall exist will constitute a separate additional offense.