

# Valley County Planning and Zoning Department

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## Recreational Vehicle Campground (RVC) (Administrative Permit)

Valley County Code Section 9-4-9

TO BE COMPLETED BY THE PLANNING AND ZONING DEPARTMENT

RVC PERMIT #: \_\_\_\_\_ FEE: \$ 75.00  Check # \_\_\_\_\_ or  Cash  
ACCEPTED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_  
CROSS REFERENCE FILE(S) \_\_\_\_\_ DATE ISSUED: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### The following must be completed and submitted with this application:

- A **site plan**, drawn to scale, showing the following:
  - **# and location of RVs** with setbacks from property lines.
  - **Existing or new structures:** Those over three (3) feet in height shall be subject to single family residential setback requirements, including porta potties.
  - **Parking:** Location and # of vehicles that will be accommodated (include boats, ATVs, etc.) Parking shall not be in a road right-of-way or in a setback area.
  - **Lighting:** Height and type of fixtures (max of 20', 3000 lumens, fully shielded – VCC Title 6-2)
  - **Fire Pits:** All campfires must be in a safe and well-maintained fire pit. All fires must be attended at all times. All fires must be fully extinguished when not being attended. A fire extinguisher and/or water hose along with a shovel must be accessible.
  - **Topographic considerations:** streams, step banks, other hazards.
  - **Lot Coverage Maximum:** All structures, parking lots, fire pits, and impervious areas cannot cover more than 35% of the lot.
  
- An approved permit from the Idaho Central District Health (CDH) or central sewage treatment facility such as North Lake Recreational Sewer and Water District. See Question #3
  
- An approved garbage plan. See Question #4.
  
- A Fire Protection Plan

Valley County Code 9-4-9 is online at [www.co.valley.id.us](http://www.co.valley.id.us) or at the Planning & Zoning Office.

OWNER: \_\_\_\_\_ PHONE #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

OWNER'S MAILING ADDRESS: \_\_\_\_\_ ZIP \_\_\_\_\_

TAX PARCEL NUMBER: \_\_\_\_\_ ADDRESS OF PROPERTY: \_\_\_\_\_

SUBDIVISION NAME – LOT/BLOCK (IF APPLICABLE): \_\_\_\_\_

SIZE OF PROPERTY: \_\_\_\_\_ Acres  or \_\_\_\_\_ Square Feet

DESCRIBE ANY EXISTING LAND USES OR STRUCTURES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### STANDARDS:

1. Occupation by owner required. RVCs are permitted only when one of the RV units on the property is owner-occupied, which includes immediate family members. Ownership cannot be fractional or timeshare ownerships. Please initial that you are aware of these restrictions: \_\_\_\_\_
2. If any of the property is used as a rental unit or rental property, it is then considered an RV Park and will require a conditional use permit. Please initial that you are aware of this restriction: \_\_\_\_\_
3. The RVC must meet all requirements of the Idaho Central District Health (CDH) with respect to the provision of individual potable water and sewage disposal facilities, portable holding tanks, or have a permit from an approved central sewage treatment facility.  
**Check ( ✓ ) all which apply and attach approval from CDH or sewage treatment facility for the RVC.**
  - \_\_\_ Individual potable water: \_\_\_ well water or \_\_\_RV tanks or \_\_\_ cistern or \_\_\_ hauled to site
  - \_\_\_ Individual septic system
  - \_\_\_ Gray water system and sewage disposal facilities
  - \_\_\_ Portable holding tanks in RV
  - \_\_\_ Porta potties - cannot be located in an area that will adversely affect neighbors
  - \_\_\_ Permit from sewage treatment facility (Please attach proof of service)
4. Please check ( ✓ ) how you will provide garbage removal.
  - \_\_\_ Contract for garbage pickup with local provider; submit proof of service
  - \_\_\_ Haul garbage to the Valley County Materials Recovery Facility (240 Spink Lane)
  - \_\_\_ Haul garbage to your primary residence outside Valley County
5. Check ( ✓ ) all which apply: \_\_\_ electric power, \_\_\_ generator, \_\_\_ solar panels
6. Number of RVs/campers. More than 3 will require a C.U.P. \_\_\_\_\_
7. Attach picture of fire pit. All campfires must be in a safe and well-maintained fire pit. A fire extinguisher and/or water hose along with a shovel must be accessible.
8. Attach picture(s) of lighting fixtures on the property. All lighting must be downward facing, full-shielded, maximum of 20-ft high, and maximum of 3000 lumens. See attached lighting flyer.

## **GOOD NEIGHBOR RECOMMENDATION AND CONSIDERATIONS:**

- 1) Quiet Hours: Should observe quiet hours from 10:00 p.m. to 7:00 a.m.
  - 2) Should follow local ordinances and licensing requirements for ATVs, UTVs, and snowmobiles.
  - 3) Should try to limit the number of trips through the neighborhood by recreational vehicles.
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## **REQUIREMENTS AND DEFINITIONS:**

**RECREATIONAL VEHICLE CAMPGROUND:** A parcel of land under one ownership which has been planned and improved for the placement of two (2) or three (3) transient recreational vehicles for dwelling purposes, including placement on parcels where single family residential uses have also been established. It is specifically for the recreational use of the parcel by friends and family of the property. An administrative permit in accordance with VCC Title 9-4-9 Recreational Vehicle Campground is required.

This does not include multiple family groups that are camping on holiday type of weekends. (VCC Title 9-1-10)

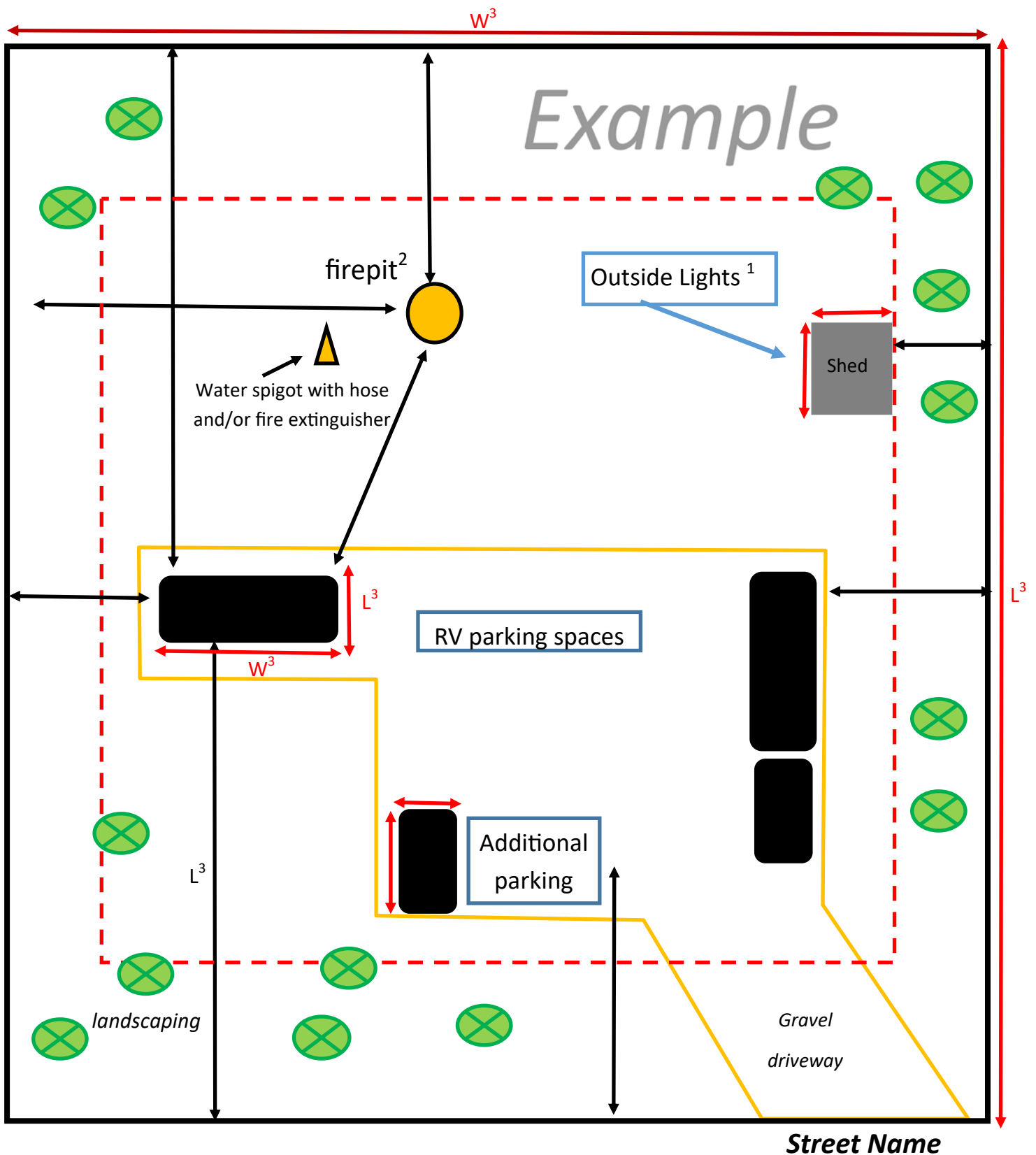
One RV unit is allowed without a permit. Two or three units that are kept on-site for more than an occasional weekend will require an administrative permit. More than three units will require a conditional use permit.

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## **PROCEDURE:**

- An application for an RVC shall be submitted to and reviewed by the Planning and Zoning Administrator for completeness prior to issuance of the permit.
- The Valley County Planning and Zoning Office will notify property owners within 300 ft of the property boundaries and active Home/Property Owner Associations.
- Objections to the application must be written and received by the Planning and Zoning Administrator within 10 working days. Objections must give specific grounds and facts upon which the objection is based. If the Planning and Zoning Administrator determines that objections are sufficient to warrant a conditional use permit, the applicant shall be notified promptly that a conditional use permit is required.
- If there are no objections within 10 working days, the RVC will be issued an administrative permit and be a permitted use.
- Recreational Vehicle Campground requirements shall be enforced in accordance with VCC 9-2.

***A new permit will be required if changes are made to the site, change in ownership, etc.***



Draw site plan to-scale; does not need to be engineered or drawn by an architect.

<sup>1</sup> Attach picture of light fixtures

<sup>2</sup> Attach picture or description of firepit

<sup>3</sup> Show width and length of lot, parking areas, buildings, and setbacks.

Setback Area—typically 20' front, 20' rear, & 7.5' from side property lines

(Compliance Checklist – the Full Ordinance can be found on the Valley County website.)

**OUTDOOR LIGHTING**

**PURPOSE:** The general purpose is to protect and promote the public health, safety and welfare, the quality of life, and the ability to view the night sky, by establishing regulations and a process for review of exterior lighting.

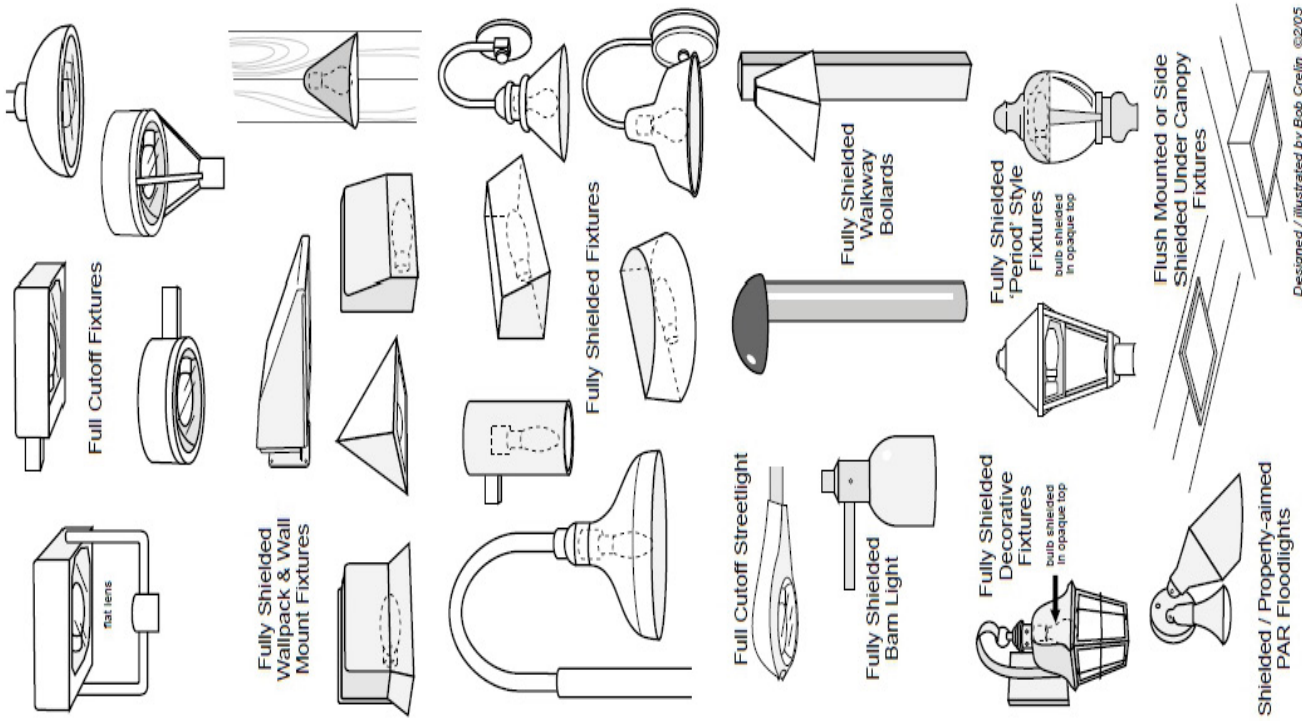
**APPLICABILITY** – All exterior lighting shall comply.

**PERFORMANCE STANDARDS:** (All nonessential exterior commercial and residential lighting is encouraged to be turned off after business hours and/or when not in use. Lights on a timer are encouraged. Sensor activated lights are encouraged to replace existing lighting that is desired for security purposes.)

**All Other Outdoor Lighting Shall Meet The Following Standards:**

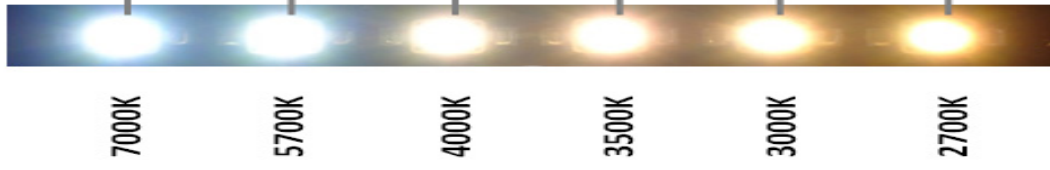
- The height of any light fixture or illumination source **shall not exceed thirty feet (30')**.
- All lighting or illumination units or sources **shall be hooded or shielded in a downward** direction so they do not produce glare or cause light trespass on any adjacent lot or real property as depicted in section 6-2-7 of this chapter.
- Lights or illumination units shall not direct light, either directly or through a reflecting device, upon any adjacent lot or real property. **Lighting should not illuminate the sky or reflect off adjacent water bodies or produce glare or cause light trespass on any adjacent lot or real property.**
- All **outdoor lights used for parking areas, walkways, and similar uses mounted on poles eight feet (8') or greater in height shall be directed downward.** The light source shall be **shielded** so that it will not produce glare or cause light trespass on any adjacent lot or real property.
- **The installation of mercury vapor lamps is hereby prohibited.**
- Flashing or intermittent lights, lights of changing degree of intensity, or moving lights shall not be permitted. This subsection shall not be construed so as to prohibit ...holiday lights.
- **Sensor activated lights**, provided:
  - It is located in such a manner as to prevent glare and lighting onto properties of others or into a public right of way;
  - It is set to only go on when activated and to go off within five (5) minutes after activation has ceased;
  - It shall not be triggered by activity off the property.
- **Up lighting for flags**, provided the flag is of a government and the maximum lumen output is one thousand three hundred (1,300) lumens. Flags are encouraged to be taken down at sunset to avoid the need for lighting.
- LED lighting color shall not exceed 3,000 K.

# Examples of Fully Shielded Luminaires

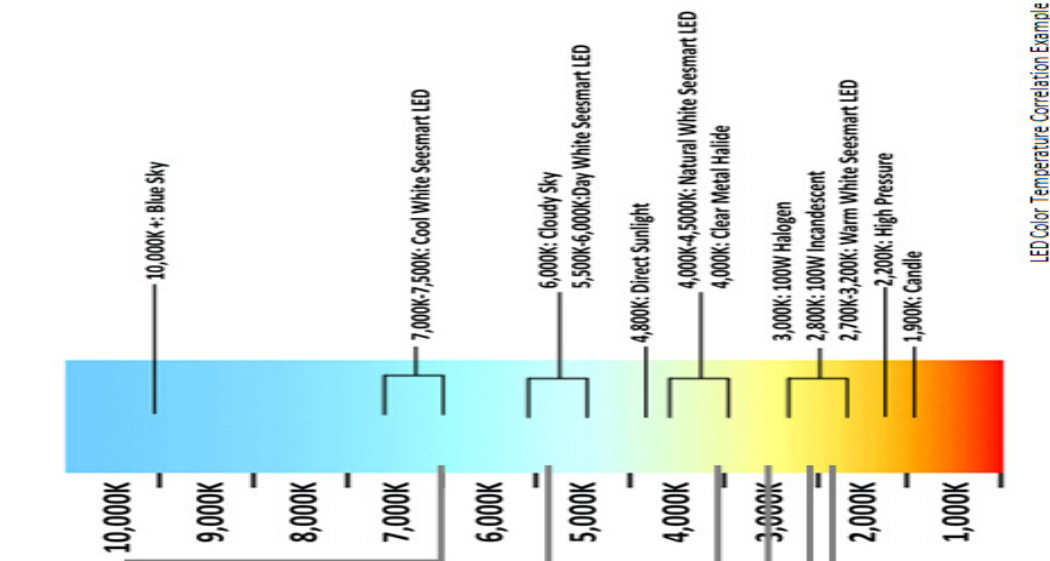


Designed / illustrated by Bob Crellin ©2005

## Basic LED Reference Example



## Kelvin Color Temperature Scale Chart



LED Color Temperature Correlation Example