



CITY COUNCIL October 10, 2016  
WORKSESSION 6:30 PM  
City Hall, 1001 Bridge St. Vernonia, OR 97064

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**Mission Statement**

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

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**AGENDA**

- 1. Call to Order -- Mayor Parrow**
- 2. Additions or Removal of Agenda Items**
- 3. New Business**
  - Discussion Regarding the application and approval process for permits to inhabit a travel trailer
- 4. Adjournment**

\*\*\*AMERICANS WITH DISABILITIES ACT NOTICE\*\*\*

Please contact the City Recorder, Vernonia City Hall, 1001 Bridge Street, Vernonia, OR 97064 (Phone No. 503-429-5291) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TCC users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

**9-08 [Habitation and Parking of Travel Trailers]**

**9-08.01 [Introductory Provisions]**

**9-08.01-10 [Definitions]**

As used in this chapter the following words and phrases shall mean:

- A. "Camper" means a structure designed to be mounted upon a motor vehicle and to provide facilities for human habitation or camping purposes.
- B. "Recreational Vehicle" or "Travel Trailer" means a vehicle, self-propelled or not, and including motor homes and campers, which is designed to be driven, pulled or otherwise used on a highway and which has facilities or space which can be used for human habitation or for conducting business.
- C. "Utility Trailer" means a non-motorized vehicle designed to carry persons, property, animals, waste, materials, or any other items on its own structure and to be drawn by another motor vehicle which is not designed for habitation or recreational purposes.

**9-08.02 Regulation of Use]**

**9-08.02-10 [Occupancy of a Recreational Vehicle]**

- A. A recreational vehicle may be occupied as a dwelling if it is located in a city-licensed recreational vehicle park.
- B. A recreational vehicle may be occupied as a dwelling if it is located in a manufactured dwelling park or a mobile home park and if it is lawfully connected to water, sewage disposal and electrical supply systems. (ORS197.493)

**9-08.02-20 [Temporary Use of Travel Trailer as a Dwelling or Business]**

Temporarily inhabiting a travel trailer, camper or utility trailer as a dwelling, except where otherwise approved, or using a travel trailer to conduct business within the City of Vernonia is prohibited unless the occupant first obtains a permit from the city. The occupant of the travel trailer shall make application for the permit to the City Recorder and pay an application fee based on the City Fee Schedule for either a residential or business use. A public hearing is not required but final approval must be obtained from the City Council.

**Exemptions.** Temporarily using a RV for occasional use such as for cooking, storage, play and work purposes typically occurring during daytime hours and not normally involving overnight accommodations does not require a city permit.

**9-08.02-30 [Use Permit Application]**

The application shall be in writing and shall set forth the proposed location of the travel trailer, the provisions for sanitary facilities if necessary, the period of time for which the

permit is sought, and the location for which application is being made is to use a travel trailer instead of a more permanent structure.

#### **9-08.02-40 [City Council Approval]**

The City Council may consider information provided in the application and from any other source. If the Council is satisfied that the use of the travel trailer is not likely to become a public nuisance or be dangerous to public health or safety, it may grant the application. If a time limit is established by the City Council the applicant may subsequently request City Council approval for an extension of time to use the RV as a dwelling or a business. In addition, any such permit issued may be revoked on twenty-four (24) hours' notice if the building official, after inspecting the travel trailer, determines that it is lacking in proper sanitary facilities, or is dangerous to public health and safety, or is a public nuisance because of its condition, location or use.

#### **9-08.03 [Restrictions for Parking an RV, Camper or Boat on a Public Street or Alley]**

No person shall park or leave standing any recreational vehicle, utility trailer, or camper upon any public street or highway at any time within city limits, except as authorized by this section.

- A. **Exemptions.** This section shall not apply to any person who is actually engaged in frequenting a business, loading or unloading a recreational vehicle, utility trailer, or camper or is actually engaged in making emergency repairs thereto. Further, this section shall not apply to any commercial vehicle making routine pickups or deliveries of goods, wares, and merchandise from a public street, or delivering materials to be used in the actual and bona fide repair, alteration, remodeling, or construction of any building or structure within the city for which a building permit has previously been obtained.
- B. **Restrictions.**
1. RV parking on a street or alley is prohibited for the principal purpose of displaying the vehicle for sale; repairing or servicing the vehicle, except repairs necessitated by an emergency; displaying advertising from the vehicle; or selling merchandise from the vehicle, except when authorized in conjunction with a business license.
  2. Parking an RV on an arterial or U.S. Highway 47 is prohibited, except in designated parking areas.
  3. Any recreational vehicles, campers or boats parked on or across any portion of a sidewalk is prohibited.
  4. A wrecked, inoperative or unlicensed recreational vehicle, camper or boat is prohibited on a city street at any time.
  5. A vehicle, including recreational vehicles or boats parked within 20 feet of an intersection is prohibited.
  6. Recreational vehicles or boats parked on an unauthorized private driveway, or any public driveway is prohibited.
  7. A RV, boat, trailer, or camper parked on a city street, or public property that has any part thereof suspended by a vehicle jack, or any other unstable device is prohibited.

8. A camper shall not be parked on a city street at any time when not mounted on a motor vehicle is prohibited.

**9-08.03-30 [Violation]**

Violation of this chapter or any part thereof shall be punishable upon conviction by a fine of not more than five hundred dollars (\$500). Each day there is a violation under this chapter shall be considered a separate offense.



Application Number: \_\_\_\_\_

**CITY OF VERNONIA**

**Application for Inhabiting Travel Trailer Permit**

\_\_\_\_\_  
**Name of applicant**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**City**

**State**

**Zip**

\_\_\_\_\_  
**Home Phone**

**Cell**

\_\_\_\_\_  
**Address of Property where Travel Trailer will located**

**Relationship to Property (check one)**

- Owner
- Contract Buyer
- Agent

**Title Holder of Property** \_\_\_\_\_

**Date Habitation will begin** \_\_\_\_\_

**Habitation will continue until** \_\_\_\_\_

**Reason for Inhabiting Travel Trailer:**

Attach additional pages as needed

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**The following provisions have been made for sanitary facilities:**

- City approved connection exists
- Pump service coming to site
  - Weekly
  - Monthly
- Will take trailer to approved sewer dumping facility
  - Weekly
  - Monthly

**Note:**

1. The occupant of the travel trailer shall make application for permit to the City Recorder, and final approval must be obtained for the City Council.
2. The City Council may consider information provided in the application and from any other source.
3. If the Council is satisfied that the use of the travel trailer is not likely to become a public nuisance or be dangerous to public health or safety, it may grant the application for permit.
4. In no event shall such a permit to inhabit a travel trailer be issued for a period of time in excess of six months.
5. Any permit to inhabit a travel trailer may be revoked on 24 hours notice if the building official, after inspecting the travel trailer, determines that it is lacking in proper sanitary facilities, is dangerous to public health and safety, or is a public nuisance because of its condition, location or use.
6. Violation of the Ordinance or any part thereof shall be punishable upon conviction by a fine of not more than \$500.00. Each day there is a violation under this Ordinance shall be considered a separate offense.

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**Signature of Applicant**

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**Date**