



Permit Application for Recreational Vehicles

PLEASE READ ALL OF THE FOLLOWING INSTRUCTIONS

The work covered under this application may not be commenced before the issuance of a building permit.
This application must be completely filled out and submitted to the Code Enforcement Officer.

– RECREATIONAL CAMPING VEHICLES REGULATIONS

Residential Properties

1. A maximum of two (2) recreational camping vehicles may be stored outside (unoccupied and not used for living quarters) when there is a dwelling existing on the same lot, if the recreational camping vehicle is owned by the real property owner or his tenant, or by a family member residing on the same lot.
2. Two (2) recreational camping vehicles may be located on a lot owned by the recreational camping vehicle's owner or by a family member residing on the same lot for occupancy subject to the following conditions:
 - a. On site sanitary sewage disposal is required.
 - b. All other applicable standards of the Oswego County Health Department and the NYS Uniform Fire Prevention and Building Code are met.
 - c. No external modifications or additions may be permanently attached to any recreational vehicle.
 - d. No recreational vehicle shall be used as an addition to a residential or commercial building.
 - e. No recreational vehicle shall be used for any rental purposes.
 - f. No recreational vehicles shall be used for the purpose of housing animals (domestic, wild and/or farm).
 - g. Wood stoves shall not be permitted in any recreational vehicles.

Properties without Dwellings

On a lot without a dwelling, up to two (2) recreational camping vehicles may be located for a Maximum of fifteen (15) days during the period March 15th to November 15th without a Recreational Camping Vehicle Permit. For more than a total of fifteen (15) days, a Recreational Camping Vehicle Permit must be obtained. A violation for exceeding the 15-day period will Result in a fine of not less than \$200.00. There shall be a \$25.00 per day fine for any day Exceeding the 15-day period.

Permit Conditions

1. A Recreational Camping Vehicle Permit is required to operate a campsite or campground within the Town of Volney. Any campground with five (5) or more campsites, occupied 60 hours or more in a calendar year must obtain a health permit from the Oswego County

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Health Department; campgrounds permitted by the department are exempt from obtaining a recreational camping vehicle permit from the Town of Volney.

2. The Code Enforcement Officer may issue a permit upon evidence and verification that the following conditions have been met:

- a. Sanitary sewage disposal facilities are available.
- b. All recreational camping vehicles must be set back 40 feet from all lot lines.
- c. The recreational camping vehicle must remain licensed, registered and inspected for highway use and all times must remain capable of use on public highways.
- d. No permanent external modifications or additions may be made to any recreational vehicle.
- e. No more than two occupied recreational camping vehicles shall be located on a single lot outside of a licensed campground.
- f. No motorized vehicles of any kind shall be occupied unless they are designed and intended for that purpose.

3. The permit shall be for March 15th through November 15th and shall be prominently displayed on the recreational camping vehicle so that it may be seen from the exterior of the vehicle. Failure to remove recreational vehicle and/or comply with the permit will result in a fine of no less than \$200.00 and subject to a \$25.00 per day fine thereafter.

4. Under no circumstance shall a recreational camping vehicle used for occupancy in excess of fifteen (15) days be permitted to be replaced with another recreational camping vehicle without complying with Residential Properties or Properties Without Dwellings..

Permit Procedures

1. Permit applications shall be obtained from the Code Enforcement Officer

2. The completed application, along with two copies of the proposed site plan drawn to scale or indicating all dimensions, and a non-refundable permit fee of \$75 per recreational vehicle, or as set by the Volney Town Board, shall be returned to the Code Enforcement Officer. The site plan shall show the current valid registration; dimensions of the lot; the location of all existing buildings; the dimensions and capacities of all existing or proposed sanitary and water facilities; and all natural water courses, ponds or surface drainage patterns.

3. Upon receipt of the application and site plan, the Code Enforcement Officer shall review the application for completeness. The Code Enforcement Officer shall then determine whether requirements of other Town, State or Federal laws apply and whether applicable permits are necessary.

4. Prior to any site preparation, the Code Enforcement Officer may conduct an on-site inspection. To assist the Code Enforcement Officer on the inspection, the applicant may be required to locate stakes on the site in conformity with information shown on the site plan.

5. Upon determination by the Code Enforcement Officer that the proposal has met all the requirements of this law, the Code Enforcement Officer may issue the permit. The Code Enforcement Officer shall file a copy of the permit with the Town Clerk within ten days of the issuance.

6. The cost of any site inspections, tests, or professional consulting needed to comply with the regulations of this law shall be paid by the applicant.

7. All permits shall expire on November 15th.

8. The Volney Town Board may set or change fees for permits and/or fines from time to

time by resolution.

Permit Transferability

A Recreational Camping Vehicle Permit shall permit the usage of two (2) recreational camping vehicles per lot per year and may be transferred from the original recreational camping vehicle using the lot to any other recreational camping vehicle subsequently using the same lot. Any subsequent recreational camping vehicle shall comply with all of the conditions and requirements of the original permit.

Permit Violations

If it is determined by the Code Enforcement Officer that a recreational camping vehicle has not been sited in accordance with the site plan as shown on the application, or that any of the conditions of the application have been violated, the Code Enforcement Officer shall issue a Notice of Violation allowing 15 days from the violation date to be corrected. If the violation or violations have not been corrected to the Code Enforcement Officer's satisfaction after 15 days, then the permit will be revoked and the recreational camping vehicle must be removed within 15 days. Failure to comply will result in an appearance ticket being issued and any applicable fines under this local law.

Site Plan Checklist

- **Copy of current valid registration**
- **Dimensions of lot with all existing buildings, natural water sources, ponds or surface drainage patterns**
- **Dimensions and capacities of all existing or proposed sanitary and water facilities**
- **Detailed plan for the pumping of any sanitary holding tanks**



APPLICATION FOR Recreational Vehicles PERMIT
(This upper section for office use only)

DATE SUBMITTED: _____ PERMIT # _____
TAX MAP # _____
DATE APPROVED: _____ APPROVED BY: _____
DATE DENIED: _____ REASON: _____
FEE: \$ _____ ZONING DIST: _____
Non Building Permit Fee: \$ _____

Application is hereby made to the Code Enforcement Officer for the issuance of a building permit pursuant to all applicable codes, ordinances, and laws regulating the government erection, construction, enlargement, addition, alteration, repair, replacement, improvement, removal, demolition, conversion and change in the nature of the occupancy of any building or structure within the boundaries of the Town of Volney, at the below listed location.

ADDRESS OF PROPERTY: _____

PROPERTY OWNER: _____ **PHONE:** _____

MAILING ADDRESS: _____

NATURE OF WORK:

DESCRIBE PROPOSED USE AND SIZE OF THE NATURE OF WORK :

The below signed applicant has read the instructions for application for the building permit and the instructions contained therein, and to the best of his/her knowledge the information given and accompanying this application for a building permit is accurate and true. The applicant agrees to comply with all applicable laws, ordinances and regulations, that all statements contained on this application are true to the best of his/her knowledge and belief and that the work will be performed in the manner set forth in the application and in plans and specification filed therewith.

PRINT NAME & DATE

SIGNATURE OF APPLICANT