



## COUNCIL AGENDA ITEM MEMORANDUM

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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Brian Chandler, Director of Planning and Development  
Jason Deckman, Principal Planner

**ITEM DESCRIPTION:** FIRST READING – PUBLIC HEARING – FY-24-41-ZC: Consider adopting an ordinance approving a Conditional Use Permit (CUP) to allow a recreational vehicle (RV) park on 24.826 +/- acres, located in the Maximo Moreno Survey, Abstract No. 14, in the City of Temple, TX, generally located north of State Highway 53, on the east side of Dairy Road, and identified as Bell County Tax ID 76141.

**BACKGROUND:** The applicant proposes to develop this property for a recreational vehicle park. The proposed RV park is located on 24.826 acres and is part of a larger 58 acre tract that was annexed into the city on June 20th, 2024. The property is undeveloped and is not directly adjacent to nearby homes.

RV parks are regulated under Chapter 31 of the City Code of Ordinances and that chapter is attached to this report for reference. As shown on the attached Site Plan, the proposed park would offer 144 sites for guests. 54 Pull-through and 86 Pull-in sites are available for drivable RVs or towed travel trailers. Additionally, 4 tent sites are provided. Chapter 31 limits density to 7 RV spaces per acre: on 24.826 acres the resulting density is 5.8 spaces per acre. The engineers have not provided a phasing plan and it would presumably be constructed as a single project. The site plan shows a widened entrance that would tie in with an existing turn lane on Dairy Road. An additional emergency access point may be provided when adjacent properties develop to the north or south. Current development code does not require a Traffic Impact Analysis, but the requirement has been added as a condition of approval based on City Council direction.

Chapter 31 requires certain on-site facilities based on the capacity of the park. For 144 campsites, the code will require a minimum of 14 showers, 14 bathrooms, and 14 washers and dryers. These facilities will be provided in the clubhouse building shown on the site plan. A detailed floor plan will be reviewed with the park building permits. On-site parking is distributed through the site and is shown by insets on the site plan. Chapter 31 requires a minimum of 8% of the site to be reserved for recreational space. This is labeled on the site plan and includes the clubhouse, green space, a splash pad, and a dog park.

Chapter 31 prohibits permanent occupancy, and guests will be limited to stays of no more than six months. A condition of this CUP will emphasize the requirement in Section 31-14(d) for a guest registry that will record dates of arrival and departure and identifying information for anyone staying overnight

in the park. Details should include license plate numbers for recreational vehicles or any privately-owned vehicles. The registry would be kept in the manager's office and would be available for inspection per Section 31-4, which grants authority to the Building Official, Fire Marshal, Code Compliance, or the County Health District to inspect the facility.

Section 3.5 of UDC provides evaluation criteria for Conditional Use Permits. Additionally, the code allows the City Council to deny or revoke a Conditional Use Permit if they affirmatively determine that the issuance of the permit is:

- a. Incompatible with the surrounding uses of property; or
- b. Detrimental or offensive to the neighborhood or contrary to the health, safety and general welfare of the City and its inhabitants, and
- c. Per UDC Section 3.5.5, the Planning & Zoning Commission may recommend, and the City Council may impose additional conditions of approval.

A table outlining the CUP evaluation criteria is attached to this report.

Council has discussed code revisions for RV Parks that may be adopted in future code amendments. One recommendation is for a separate lot of at least one acre and a minimum of 300 feet deep (average depth) across the entire public road frontage, to be located between the RV Park and the public road. This project was designed prior to that recommendation, but it provides an entrance road that is 154 feet long, with the septic and drainage areas on either side of the entry, as shown on the site plan. Another proposed criteria would address concern over the possible concentration of existing and future RV parks, and will require consideration of proximity with the CUP. The nearest approved RV Park to this project is on Loop 363, approved by Council on 17 October 2024. The straight-line distance is 0.9 miles, and the driving distance is 1.7 miles. A map is attached to this report showing nearby RV parks, campgrounds, and/or Land-Lease communities.

**SURROUNDING PROPERTIES:** The surrounding properties are primarily homes on acreage and large agricultural fields. The subject property was annexed in June, but the adjoining properties on the east side of Dairy Road remain in the ETJ.

**DEVELOPMENT REGULATIONS:** The Development Review Committee (DRC) reviewed this request on September 5th. While no objections were noted, staff did discuss a proposed Community Collector shown on the Thoroughfare Plan that bisects this site. Staff is inclined to support an amendment to realign the future roadway north of this site. The amendment will proceed contingent upon approval of this CUP and the required plat. A significant water main extension will be required to serve the proposed park. Feasibility based on cost and distance will be finalized during the subdivision process with review of the civil infrastructure plans. Wastewater will be managed by an on-site septic system subject to approval by the Bell County Health Department. Refuse containers are shown on the site plan and will comply with Public Works standards for the enclosure and access by solid waste vehicles. DRC recommended changes to the site plan, to include labeling the recreational space, showing required fencing, and adjusting the street width at the entrance to comply with subdivision entrance standards.

**PUBLIC NOTICE:** As required by State law and City Ordinance, notice of the public hearing was sent to owners of two (2) properties inside the city limits located within 200 feet of the subject property. Additionally, three (3) courtesy notices were sent to adjacent properties in the Extraterritorial

Jurisdiction (ETJ). As of Friday, December 20th, staff has received three responses in disagreement and one response in agreement. Two of the responses in disagreement were received from residents located outside the notification radius. Staff will provide an update during the City Council meeting as needed. The newspaper printed the notice of the public hearing on December 26th, in accordance with state law and local ordinance.

**ALIGNMENT WITH ADOPTED PLANS:**

Plan	Comments
Strategic Plan	This action supports the goal of “A city that supports well-managed growth and development to promote a thriving economy.”
Comprehensive Plan	<p>Future Development Plan - The subject property is shown as Residential and Neighborhood Services, which is intended for areas to be developed primarily as new single-family detached residential subdivisions and associated amenities, including parks, trails, open space areas, and elementary schools.</p> <p>Thoroughfare Plan - The Thoroughfare Plan shows a proposed Community Collector crossing the subject property. The alignment of this collector may be realigned if this project is approved, and staff supports this amendment to the Thoroughfare Plan.</p>
Mobility Master Plan	RV parks are comparatively low-traffic generators. At full occupancy, 150 occupied sites are estimated to generate 61 trips during the afternoon peak hour, according to ITE Land Use Code 416, ‘Campground / Recreational Vehicle Park’. There is an existing turn lane constructed on Dairy Road at the entrance.

**STAFF RECOMMENDATION:** Staff recommends approval of the requested Conditional Use Permit (CUP) to allow a recreational vehicle (RV) park, with a site plan shown as Exhibit A, and subject to the following conditions:

1. Requiring compliance with the Site Plan attached to this ordinance as Exhibit A.
2. Requiring a copy of the park rules to be included with this ordinance as Exhibit B, to include limitations on duration of stay as stated in current City code.
3. Requiring compliance with the Code of Ordinances, Chapter 31 - Recreational Vehicle Parks.
  - a. Requiring a register in accordance with Section 31-14(d) that shall demonstrate compliance with the 180-day limitation on stays in Chapter 31. The registry shall include identifying information on occupants, recreational vehicles, or other automobiles and shall be available for inspection by city officials and staff.
  - b. Requiring solid 8 foot screening fence in accordance with Section 31-5(h) and buffering per Section 7.7 of the Unified Development Code.
4. Requiring approval of a subdivision plat, including but not limited to review of on-site septic designs, drainage and detention plans, traffic circulation, and applicable fire code.
5. Requiring construction of an alternate design entrance (minimum 41 feet at back-of-curb) for the connection to Dairy Road, per the Subdivision Entrance Standards.

6. Requiring turn lanes at the entrance to the RV park and entrance designs to be confirmed during review of the subdivision plat, and for coordination with TxDOT for impacts at the intersection of State Highway 53.
7. Requiring a note to be added to the subdivision plat referencing this ordinance.
8. Requiring a floor plan for the clubhouse showing compliance with Chapter 31 to be submitted with the building permits.
9. Minor variations to the site plan required due to topography, drainage, or other factors may be approved by the Director of Planning and Development during review of building permits.

Significant modifications to the site plan will be subject to review and approval by the Planning & Zoning Commission and City Council.

**BOARDS & COMMISSIONS RECOMMENDATION:** At the January 6th meeting, the Planning & Zoning Commission recommended approval by a vote of 7 to 0.

**FISCAL IMPACT:** Not applicable

**ATTACHMENTS:**

Ordinance  
Site Plan – Exhibit A  
Park Rules – Exhibit B  
CUP review criteria  
Case maps  
Traffic Analysis  
Site Photos  
Chapter 31 – Recreational Vehicle Parks  
Returned Property Notices