

# Houma-Terrebonne Regional Planning Commission

## Subdivision Regulations Review Committee

### Committee Members

Michael Billiot

Travion Smith

Barry Soudelier

Robbie Liner  
HTRPC Chairman

Christopher M. Pulaski, PLA  
Planning & Zoning Director

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**APRIL 10, 2025, THURSDAY**

**3:30 P.M.**

**TPCG Planning & Zoning Conference Room  
8026 Main Street, 1<sup>st</sup> Floor, Houma, Louisiana**

### **A • G • E • N • D • A**

1. Old Business:
  - a) Discussion of RV Park regulations
  - b) Discussion of tiny homes
2. Next meeting, May 8, 2025 @ 3:30 p.m.
3. Adjourn

**Proposal:**

- 1. RETITLE Ch. 17 AS: RECREATIONAL VEHICLES & MOBILE HOMES**
- 2. RENUMBER EXISTING ARTICLES AS:**
  - ARTICLE II. - Mobile Homes & Mobile Home Parks**
  - ARTICLE III. - Residential Building Parks**
- 3. ADD NEW: ARTICLE I. - Recreational Vehicles & RV Parks, as follows:**

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**ARTICLE I. – RECREATIONAL VEHICLES & RV PARKS**  
**DIVISION I. - GENERALLY**

**Sec. 17-01. Purpose.**

The purpose and objective of this Article is to recognize the value of recreational vehicles and recreational vehicle parks (RV Parks) as leisure facilities in Terrebonne Parish and to regulate their use and development for the benefit of the general public and those utilizing recreational vehicles and such parks or facilities while also preventing overcrowding and undue congestion of the population; to provide adequate and convenient open space for vehicular traffic and parking, utilities and access for emergency and service apparatus by:

- (a) Establishing regulations to control the placement of recreational vehicles;
- (b) Establishing minimum standards and requirements for the design, construction and maintenance of recreational vehicle parks and the related utilities and facilities which are subject to the jurisdiction of these regulations as herein set forth;
- (c) Authorizing the licensing of owners and/or operators and the inspection of recreational vehicle parks which are subject to this chapter and by defining duties and responsibilities of owners and operators in making recreational vehicle parks clean, sanitary and fit for temporary human habitation; and
- (d) Specifying a period for compliance for all nonconforming recreational vehicle parks and by fixing penalties for violations.

**Sec. 17-02. Scope.**

The regulations contained in this chapter shall apply to the placement and use of recreational vehicles; and the ownership, development and operation of recreational vehicle parks, as herein defined, situated in all areas of Terrebonne Parish.

**Sec. 17-03. Definitions.**

***FEMA Temporary Housing Unit*** means a post disaster transportable emergency living unit designed and constructed to standards determined and specified by the Federal Emergency Management Agency of the US Department of Homeland Security (FEMA), to meet immediate and short-term basic housing needs for persons rendered homeless in consequence of a declared disaster. Such units are neither designed nor constructed to meet the minimum standards for a residential structure in the state of Louisiana as set out in the Louisiana State Uniform Construction Code, or minimum housing standards as determined by the US Department of Housing and Urban Development (HUD).

***Mobile Home*** (See Mobile Home & Mobile Home Parks Article).

***Park Model Recreational Vehicle*** (also known as a recreational park trailer) means a trailer type towable vehicle that is too large for normal vehicle towing and designed to provide temporary accommodation for recreation, camping, or seasonal use. Such recreational vehicles are built on a single chassis, mounted on wheels, do not exceed four hundred (400) square feet in set-up mode, and are manufacturer certified as compliant with the ANSI Standard A119.5 for recreational park trailers. These trailers are designed for occasional recreational purposes and are neither designed nor intended by their manufacturers to be used as permanent residences (Recreational Vehicle Industry Association).

***Permitted*** means placed under the authority of a valid and legally obtained permit issued by the Planning & Zoning Department of the parish.

***Primary Residence*** means a person's principle abode, a permanent dwelling, being a house, townhouse, apartment, or US Department of Housing & Urban Development (HUD) plated mobile home, that is the principle accommodation in which a person resides, has declared homestead or which constitutes their home address for the purposes of legal filings and records. Where a person habitually uses a box number for their mailing address, the physical address connecting them to that box number may, in the absence of significant contradicting factors, be deemed to be their primary residence.

***Recreational Vehicle (RV)*** means a motorized or towable vehicle that combines transportation and temporary living quarters for travel, recreation, and camping. For purposes of this Chapter, a "recreational vehicle" includes new and used motor homes, new and used travel trailers, new and used fifth-wheel travel trailers, new and used folding camper trailers, and slide-in truck campers [LARS Title 32 §1252.47]. A towable Recreational Vehicle shall have a gross area of less than 320 square feet, and shall not exceed the weight or size limitations for legal road use without a special highway movement permit when towed by a motorized vehicle [LAC Title 51 §1503].

***Recreational Vehicle (RV) Park*** means a defined area of land, lawfully approved for commercial use as a facility to accommodate transient leisure needs for the parking and use of recreational vehicles, which complies in all respects with the requirements of Title 51, Chapter 15, (Public Health Sanitary Code) of the Louisiana Administrative Code. An RV Park may be a stand-alone facility, or an identifiably separate area adjoining a lawfully approved Mobile Home Park.

***Sanitary Service Station*** means a sewage inlet, with cover, surrounded by a concrete apron sloped inwards to a drain, and watering facilities to permit periodic wash down of the immediately adjacent areas, to be used as a disposal point for the contents of intermediate waste holding tanks.

***Service Building*** means a building housing toilet and bathing facilities for men and women, with laundry facilities.

*Structure* means that which is built or constructed, whether permanent, or temporary, and either fixed or portable and shall include recreational vehicle or travel trailer as defined by LAC Title 51, Public Health Sanitary Code.

#### **Sec. 17-04. Recreational vehicles generally.**

**Restrictions on Use:** Recreational vehicle construction standards are not governed by the Louisiana State Uniform Construction Code or regulations of the US Department of Housing and Urban Development and, being only designed to meet transient short term lodging needs associated with leisure activities, do not conform to any recognized standards for residential housing. Neither, a recreational vehicle, nor a park model recreational vehicle, nor a FEMA temporary housing unit shall in any circumstances, other than *permitted* use for a limited time in direct consequence of a declared emergency, be used as a primary residence or home.

#### **Sec. 17-05. Reserved.**

#### **Sec. 17-06. Recreational Camps.**

A recreational vehicle placed under the authority of a permit allowing for its use as a recreational camp; and which is the subject of an affidavit of use; and which meets all of the restrictions placed on such approvals under State and local law; and which is in compliance with the parish Flood Hazard Ordinance, shall still not be permitted for use as a primary or permanent dwelling.

## DIVISION II. – RECREATIONAL VEHICLE PARK CONSTRUCTION

### Sec. 17-07. Recreational vehicle parks.

Whether developed as an adjunct to an approved mobile home park or as a stand-alone facility, RV Parks shall be subject to the Houma-Terrebonne Regional Planning Commission (HTRPC), zoning compliance, permitting approval, and shall conform to the following standards:

- (a) **Maximum density and site occupancy:** There shall not be more than eighteen (18) spaces per acre; and the occupied area of any recreational vehicle space shall not exceed 75 percent of the area of its individual lot/space.
- (b) **Setbacks:** Recreational vehicles shall be located a minimum of ten (10) feet from any side or rear line defining the individual lot/space.
- (c) **Access:** No main access or egress road shall be located within 125 feet (or such greater distance as may be otherwise prescribed by law) of any external road intersection and each individual lot/space shall front onto an internal collector road. Stop signs shall be provided at all intersections of egress driveways with public streets.
- (d) **Driveways:** Internal access shall provide a minimum of 20' crushed aggregate surface constructed to DOTD standards within a private servitude of access having a minimum width of thirty (30) feet and, where only one (1) driveway is provided, shall include an adequate turnaround at the rear of the site for emergency vehicles.
- (e) **Landscape Buffer Requirements:** Recreational vehicle parks shall provide a landscaped strip of green space twenty-five (25) feet wide along major highways and local streets. The perimeter boundaries of recreational vehicle parks shall provide for a five (5) foot green space between interior property lines of the park and the adjoining space, tract or parcel.
  - i. The landscape buffer area, identified as the required green space abutting all public rights-of-way, shall contain small trees, shrubs and other landscape elements.
  - ii. Trees shall be planted at the rate of one (1) per twenty-five (25) feet of street frontage. These trees may be spaced evenly or planted in groups or clusters.
  - iii. Due to their compatibility with conditions in southeast Louisiana, acceptable tree species are limited to Bald Cypress, Southern Magnolia, Swamp Red Maple, Red Oak, Water Oak, Live Oak, Green Ash, Sweet Gum, Bradford Pear, Shumard Oak, Sycamore, Slash Pine, Longleaf Pine, River Birch, Sweet Gum, Cherry Bark Oak, Pin Oak, Willow Oak, Wax Myrtle, Crepe Myrtle, Chinese Elm, Cabbage Palm and Date Palm. Trees shall be a minimum of twelve (12) feet in height with a minimum two-inch caliper trunk size at the time of planting. Multi-trunk Wax Myrtles, Crepe Myrtles and Bradford Pears must be a minimum two-inch caliper trunk size and eight (8) feet in height at the time of planting and cannot make up more than fifty (50) percent of the total required trees.
  - iv. Other species may be included but may not be counted toward fulfilling the requirements of this section.

- v. Landscape areas with shrubs shall be installed in a mulched bed with a minimum of three (3) square feet of bed per linear foot of street frontage. Shrubs shall be a minimum height of two (2) feet when planted.
  - vi. Plant material within the five (5) foot vegetative area along interior property lines shall be maintained in a clean and neat condition. When used, shrubs shall be a minimum height of two (2) feet when planted. Landscaping within these areas may be designed to preserve vistas and allow for cross-breezes.
- (f) **Open Space and Recreation:** Recreational vehicle parks shall contain one or more open space areas intended primarily for the use of park occupants on a minimum ratio of 250 square feet for every recreational vehicle space, provided that the buffer zones shall not be included as part of such requirement.
- (g) **Landscaping:** A landscape plan for the site, to include all buffer strips, open spaces, common areas, and recreational areas shall be prepared by a state licensed professional landscape architect or landscape contractor. Planting areas shall be drawn to scale and labeled in accordance with current conventions for such plans, which shall also be subject to the approval of the planning commission staff.
- (h) **Signs:** All internal roadways and individual lots/spaces shall be clearly and consistently labeled to standards approved by the local fire authorities. RV Parks shall be permitted one (1) square foot per linear footage of lot frontage with a maximum of 70 square feet of signage area visible from external roadways and/or adjoining property. The maximum permitted 70 square feet may be split between one (1) free standing sign, which may be located in the external buffer strip, and one (1) wall or fence mounted sign.
- (i) **Site Plan:** There shall be a site plan, in such form as shall be approved by the Planning Commission, which shall locate and show dimensions for all external and internal lot/space lines, buffer strips, roadways, utility connections, fire fighting and suppression systems, waste disposal points, core health & hygiene facilities, permanent structures, easements, and rights of way. Also shown on this plan shall be the elevations above mean sea level for each individual lot/space and each permanent structure, as established by a Louisiana licensed land surveyor, professional engineer, landscape architect, or architect. Each individual lot/space or structure shall be identified on the plan by a number approved by the administrator of the 911 addressing service, and identified on the ground by the corresponding label. Additional requirements may be imposed by other relevant building controls.
- (j) **Fire Prevention:** The installation of equipment and services for the prevention and fighting of fires shall be subject to separate approval by state fire authorities.
- (k) **Health & Hygiene:** All spaces shall have access to common facilities provided to meet the service building and sanitary service station requirements of the Louisiana State Uniform Construction Codes and Louisiana Public Health Sanitary Code.
- (l) **Other Laws and Regulations:** A recreational vehicle park shall also comply with requirements imposed by other regulatory controls including, but not limited to, federal, state and local floodplain regulations, state health and hygiene

regulations, local zoning and property maintenance regulations, state and local building codes, state and local fire codes.

## **Sec. 17-08. General provisions for recreational vehicle parks.**

- (a) **Separation of mobile homes and recreational vehicles:** Where constructed as an adjunct to a mobile home park, the area designated for use by recreational vehicles shall be distinct and separate from the area used by mobile homes. Recreational vehicles shall not be permitted in areas designated for mobile homes, which themselves shall not be permitted in areas designated for recreational vehicles.
- (b) **Restrictions on Use:** RV parks are designated for the transient use and occupancy of recreational vehicles. No person may use, cause, or permit the use by any person of any part of an approved RV park, nor any vehicle placed therein, as their primary or long term (in excess of 180 days) residence.
- (c) **Permitted accessory uses:** Subject to restrictions imposed by the parish code and permitting processes, accessory uses which are not available to the general public, but serve the needs of park users, may be permitted within the interior of the park and shall include:
- i. Coin operated laundry equipment or car wash.
  - ii. Vending machines and telephone facilities.
  - iii. A management facility or office.
  - iv. Recreational facilities or clubhouses.
  - v. Common storage facilities.
  - vi. Manager's single family residence, which may also include the park office.
  - vii. Sale of recreational vehicles between private parties, but not for new or used RV sales as a commercial business.
- (d) **Parking standards:** Guest parking shall be provided at the rate of one (1) additional space per three (3) RV spaces and may be located in a centralized area(s) or on or adjacent to each cluster of individual RV lots/sites. Parking areas should be screened from roads, activity areas, and adjoining property whenever possible. In addition, a minimum of two (2) parking spaces shall be provided adjacent to registration facilities for persons arriving at the park. The minimum size of each parking space shall be 180 square feet.

## **DIVISION II. – RECREATIONAL VEHICLE PARK APPLICATION & APPROVAL PROCESS**

## **Sec. 17-09. Application procedure and approval process.**

- (a) Approving Authority:** Each application for the development and establishment of a recreational vehicle park shall be submitted for approval to the Houma-Terrebonne Regional Planning Commission.
  
- (b) Consideration of applications for park approval:** The Houma-Terrebonne Regional Planning Commission will use the same procedure as provided in Section 17-31 of the parish code for the purpose of approving a mobile home park, as though the words “*recreational vehicle*” were substituted for the words “*mobile home*” throughout those provisions, for the approval process only. This shall not extend to design standards for Mobile Home Parks, since these are separately detailed within these Recreational Vehicle Park Regulations.

## **Sec. 17-10. Violations.**

- (a) Process, procedures and penalties:**
  - i. It shall be unlawful for any person or corporation to develop, establish, or operate a recreational vehicle park, or to place, or use and recreational vehicle, or to cause to be placed or used any recreational vehicle, except as provided for herein.
  - ii. It shall be unlawful for any recreational vehicle park owner to allow abandoned, junked, dilapidated, stripped, or broken down recreational vehicles to be stockpiled, located, or remain in any such park for a period of more than thirty (30) days.
  - iii. It shall be unlawful for any person or corporation to operate a recreational vehicle park without obtaining and maintaining a valid occupational license from the Parish.
  - iv. All violations shall be strict liability offenses to be dealt with as if they were violations of the Terrebonne Parish Consolidated Building Code, under procedures and penalties established by Section 114 of that code.
  
- (b) Revocation of park approval:** The Planning Commission, upon recommendation of the Director of Planning and Zoning for the Parish, shall have authority to revoke its approval for a recreational vehicle park:
  - i. where such recommendation is supported by clear evidence of repeated refusal or failure to resolve violations, notice of which has been duly served on the operator or manager of the park; **or**
  - ii. where the operation of the park has resulted in the conviction of an owner or its manager for “*Keeping a Disorderly Place*” or “*Letting a Disorderly Place*” under section 19-204 or 19-205 of the parish code; **or**
  - iii. where, on report by the Director of Planning and Zoning for the Parish, in the view of the Planning Commission, there is other good and sufficient cause for such action in the interests of public safety, health or welfare.
  - iv. Once revoked, approval for the operation of a recreational vehicle park shall not be granted to the to the same owner(s), or corporation, or a corporation in which the same owners have an interest until two years shall have elapsed and the circumstances leading to revocation shall have

been remedied. Any application for re-approval shall be treated as a new application and no prior non-conforming conditions shall be allowed to continue.

- v. An occupational license to maintain and operate a recreational vehicle park may be revoked when the owner, operator, or person in charge has been found guilty by a court of competent jurisdiction of, or has pleaded *no contest* to, violating any provision of this article. After revocation, the occupational license may be reissued after the lapse of one (1) year, if the circumstances leading to revocation have been remedied and an undertaking is rendered, by sworn affidavit, that the park will be maintained and operated in full compliance with the law.
- vi. Recreational vehicle parks which were established and lawfully operated under a valid occupational license prior to January 1st 2015 may continue as a nonconforming use provided they shall not be discontinued for a period of twelve (12) months or more. Nonconforming parks shall automatically lose the benefit of prior nonconforming status if there is any increase in the extent to which they fail to conform to the requirements of this Article; nor shall they be permitted to expand in area or to increase the number of spaces or recreational vehicles accommodated without obtaining recreational vehicle park approval as provided for herein.

### **Sec. 17-11. Variances.**

- (a) Where it can be shown by the owner or the owner's designated representative that any provision of these regulations would cause any unnecessary hardship if strictly adhered to because of topographical or other conditions peculiar to the specific site, then a variance must be petitioned for in writing and submitted to the Planning Commission. The petitions shall state fully the petitioners special conditions and reasoning for the requested variance.
- (b) The Planning Commission will study the variance requested and all comments, and approve or disapprove the variance. If, in the opinion of the Planning Commission, a departure can be made without damaging the intent of these regulations, the requested variance may be approved, with or without such attached conditions as the commission may, in its absolute discretion deem appropriate, UNLESS the Planning Commission finds that it would not be in the best interest and welfare of the parish or neighboring properties to approve the requested variance; and the reasons for the approval or disapproval shall be entered into the minutes of the meeting; with the party requesting the variance being informed of the decision in writing.
- (c) In no case shall any variance, modification or waiver be more than a minimum easing of the requirements.

## **Sec. 17-12. Appeals.**

- (a) Upon denial of a recreational vehicle park development, the Houma-Terrebonne Regional Planning Commission shall communicate its reasons to the Terrebonne Parish Council and developers within seven (7) days of said denial. Included with the notice of denial to the developer shall be the appeal process provided herein.
- (b) Applicants may appeal a denial decision rendered by the Houma-Terrebonne Regional Planning Commission to the Terrebonne Parish Council. A denial appeal shall be filed within thirty (30) days of the Planning Commission decision. The notice of appeal shall include the names and addresses of all adjacent property owners of said affected development, and the development's name and location. A denial appeal shall be filed in writing with the Terrebonne Parish Council clerk.
- (c) Upon receipt of appeal, the Terrebonne Parish Council shall notify the Houma-Terrebonne Regional Planning Commission and adjacent property owners of said request for appeal.
- (d) Included in the notice of appeal shall be: the notice of the hearing date, list of adjacent property owners, the name and location of said development, and name of the developer.
- (e) Upon receipt of request for appeal, the Terrebonne Parish Council must hear the appeal within thirty (30) days of receipt of the request. The Terrebonne Parish Council may override the decision of the Planning Commission by a majority vote of the full Council.

## **Secs. 17-13—17-25. Reserved.**