



MEDFORD PLANNING

REQUEST TO PARK MULTIPLE RVs ON A PARCEL

City of Medford Executive Order 2020-03 addresses the temporary use of occupied RVs outside of mobile home parks and allows for housing of individuals displaced by the Almeda and Obenchain Fires.

Owners of residential properties larger than 0.5 acres, or commercial or industrial parcels of any size, may apply to the City Manager for permission to have multiple RVs parked on a single parcel. City Manager approval is discretionary and depends on a satisfactory site plan, appropriate sanitation, impact on surrounding properties, and affordability of the spaces provided.

See the attached Executive Order 2020-03 for limitations and restrictions.

APPLICANT INFORMATION

Name _____

Address _____ City _____

State _____ Zip Code _____

Email _____

Telephone (Primary) _____ (Alternate) _____

REQUIRED SUBMITTALS

- Request Form (signed)
- Site Plan that includes:
 - o Existing lot lines, including dimensions, distance from structures, RVs & square footage,
 - o Location & name of public & private streets that abut or lie within the subject area;
- If a professionally engineered site(s) with utility extension:
 - o Location of existing wells, septic systems, sanitary sewer, storm drain laterals, & water services;
 - o Accurate location, height, ground floor area, and use of all structures on the subject properties. If the lots are vacant, a written statement certifying the same shall be provided;
 - o Signature of person preparing the map, attesting to the accuracy of information contained thereon.
- Operations Plan that includes:
 - o Provision of sanitary facilities: toilets, bathing, and trash and wastewater disposal.

To request assistance preparing site and operations plans, contact the City of Medford Planning Department at (541) 774-2380

SITE INFORMATION (location where RVs will be parked)

Address _____

Acres _____ Square Footage _____

Lot Width _____ Lot Depth _____

Does the site contain:

City Water Yes No Well Yes No

Sanitary Sewer Yes No Septic System Yes No

In the Floodplain? Yes No

Number of Sites _____ Distance from Intersection _____

Start Date _____ End Date (3 year maximum, effective 09/15/2020) _____

Federal Emergency Management Agency (FEMA) Resources Used Yes No

PROPOSED RV SITE DESCRIPTION

APPLICANT SIGNATURE

Owner 1

Date

Owner 2

Date

CITY ACCEPTANCE / APPROVAL

Approved

Denied

City Manager

Date



EXECUTIVE ORDER 2020-03 DATED SEPTEMBER 11, 2020
Issued by the
City Manager of the City of Medford, Oregon

EXECUTIVE ORDER Addressing the Temporary Use of Occupied RVs outside of Mobile Home Parks.

The City Manager of the City of Medford finds that:

- A. On September 8, 2020, the Almeda fire devastated significant portions of Phoenix and Talent, Oregon, destroying a significant, and as yet undetermined number of homes and businesses.
- B. The number of individuals displaced by the Almeda fire has been estimated at 15,000 people. While some have been or will be able to return to their homes once evacuation orders have been lifted, a substantial number of homes have either been destroyed or rendered uninhabitable.
- C. The South Obenchain fire in northern Jackson County is ongoing and poses similar risks to communities, towns and cities in northern Jackson County.
- D. The City of Medford already had a very low rental vacancy rate before these fires, and with the substantial number of displaced individuals, Medford and Jackson County do not have adequate housing available to meet anticipated housing demand until new housing units are built.
- E. Generally, pursuant to Medford Municipal Code (MMC) 10.859, the City of Medford does not allow occupancy of recreational vehicles (RVs) outside of mobile home parks or other limited, specific circumstances. MMC 6.345(1) and (2) also generally prohibit the continual placement or parking of RVs on a public right-of-way for more than 24 consecutive hours, and any vehicle placed within a roadway cannot interfere with "the public use of the entire street for any period of time." The City of Medford also generally prohibits RV camping in or upon any public right-of-way under MMC 5.257. The City also has limitations for numbers of rented rooms under MMC 10.314(5)(a).

- F. On September 9, 2020, the Mayor of the City of Medford declared a state of emergency on account of the Almeda fire. That declaration was ratified by the City Council, via Resolution 2020-124, on September 10, 2020. These acts specifically delegated to the City Manager the authority to exercise, via executive order, any action set forth in MMC 12.060, including any actions necessary for the protection of health and safety.
- G. Temporarily reducing restrictions on occupied RVs, with safeguards to mitigate impacts on surrounding neighborhoods, will allow for additional, temporary housing for displaced individuals until additional housing is available.

Now, therefore, based on the foregoing findings, the CITY MANAGER OF THE CITY OF MEDFORD ORDERS AS FOLLOWS:

- 1. In addition to RVs already permitted under MMC 10.859, RVs may be occupied outside of RV parks consistent with either subsection (2) or subsection (3) below and it is the intent of this Order to suspend enforcement of MMC MMC 10.859, 10.314(5)(a), 6.345(1) and (2), and 5.257 and all other applicable MMC sections to the extent necessary to effectuate this Order.
- 2. One RV (in addition to those already allowed under MMC 10.859) shall be allowed to be occupied for each residential lot, either parked on the private property or parked within lawful parking spaces in the right-of-way abutting the property, with the property owner's permission. If RVs are parked in the right-of-way, a) they may not obstruct the travel lanes; b) they may not be located across the street from another RV parked within the right-of-way if the two parked RVs obstruct travel lanes to the extent emergency services vehicles cannot pass; c) extending panels on the RV may not be expanded further into the travel lane portion of the right-of-way; d) they may not be parked within fifty (50) feet of an intersection; e) they may not be parked in a location that creates visibility problems for other drivers such as the inside of a curve in the roadway (visibility concerns will be addressed on an case-by-case basis when complaints are received). Residents of occupied RVs must

be provided access to sanitation facilities, either within the RV or through access to sanitation facilities in the abutting permanent residence.

3. Owners of residential properties larger than 0.5 acres, or commercial or industrial parcels of any size, may apply to the City Manager for permission to have multiple RVs parked on a single parcel. City Manager approval is discretionary and depends on a satisfactory site plan, appropriate sanitation, impact on surrounding properties, and affordability of the spaces provided.

TERM: This Order shall remain in full force and effect until September 10, 2021, unless it is earlier terminated by the City Council or Executive Order of the City Manager. This Order may be extended to a later date by action of the City Council or Executive Order of the City Manager.

PASSED by the City Manager and signed by me in authentication of its passage this 11th day of September, 2020.



ATTEST: Winnie Shepard
Deputy City Recorder



Brian Sjothun
City Manager