



Recreational Vehicle Registration Procedures

Effective May 28, 2009

Prepared by Lorri Coody, City Secretary

I-N-D-E-X

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PROCEDURE FOR RECREATIONAL VEHICLE REGISTRATION

SECTION 1. ORDINANCE OVERVIEW

Section 14-88(a)(6) of the Code of Ordinances provides that effective January 1, 2010, recreational vehicles (manufactured or home-made) including, but not limited to, motor homes, mini-motor homes, travel trailers, 5th wheel trailers, camping trailers, boat trailers, other trailers used for recreational purposes only, truck campers, all terrain vehicles and all types of watercraft including boats (motorized or propelled by any other means) shall not be parked or stored in front or side yards in zoning districts A, C, or C-2, except for temporary periods of time not exceeding seven (7) days within a 30-day period. And recreational vehicles shall not be parked or stored in rear yards in these same zoning districts unless screened from public view by a solid wood or opaque fence.

The ordinance provides that owners of recreational vehicles less than eight feet in height, including boats, have until January 1, 2010 to comply; but gives a ten year “phasing out period” until July 1, 2019 for owners of recreational vehicles that are over eight feet in height if they register their vehicles with the City Secretary by July 15, 2009.

Following are the registration procedures for residents owning vehicles over eight feet. Resident owners successfully completing this process may continue parking/storing recreational vehicles on their real property through July 1, 2019 as long as certain requirements are met, one of which is an annual renewal application process taking place during the month of June.

SECTION 2. IMPORTANT PROGRAM DATES

May 1, 2009 is the date by which a recreational vehicle must be owned and parked in order to be eligible for the program.

June 1, 2009 is the date that owners may begin the registration process. Only recreational vehicles over 8 feet in height will be registered.

July 15, 2009 is the deadline for registering recreational vehicles that are over 8 feet in height with the City Secretary. In no event will vehicles be registered into the program past this date.

January 1, 2010 is the effective date of the Ordinance. Owners of recreational vehicles less than eight feet in height, including boats, must comply with the Ordinance by this date.

June 1 through June 30 is the period every year which owners of registered recreational vehicles in the City of Jersey Village Recreational Vehicle Program must renew their vehicle registrations according to these procedures. Failure to properly renew vehicle registrations may result in the forfeiture of the recreational vehicle from the Registration Program.

July 1, 2019 the program ends and recreational vehicles being stored on property within the city limits of Jersey Village must be stored according to the terms and conditions of Section 14-88(a)(6) of the Code of Ordinances.

SECTION 3. VEHICLES ELIGIBLE FOR THE REGISTRATION PROGRAM

Owners of recreational vehicles, including boats, greater than eight (8) feet in height lawfully parked or stored on a lot in zoning districts A, C, or C-2 on May 1, 2009 are eligible for the registration program under this ordinance. However, owners must meet all the requirements outlined in these procedures and must register vehicles with City Secretary no later than July 15, 2009. **Failure to register eligible recreational vehicles by July 15, 2009 will automatically preclude said vehicles from the Registration Program.**

IN NO EVENT WILL RECREATIONAL VEHICLES LESS THAN EIGHT FEET BE REGISTERED FOR THIS PROGRAM.

SECTION 4. PROGRAM PROCESS AND REQUIREMENTS – INITIAL PROCESS

- A. Beginning June 1, 2009 and continuing through July 15, 2009, resident owners of recreational vehicles as defined by the Ordinance (Attachment A), **MUST REGISTER VEHICLES INTO THE PROGRAM** by completing an application form (Attachment B) in order to be eligible to continue to park/store recreational vehicles on lots in zoning districts A, C, or C-2.

Applications may also be obtained from the City Secretary, Lorri Coody, at 16327 Lakeview Drive, Jersey Village, Texas 77040 or by visiting the city's website at http://www.jerseyvillage.info/city_council/secretarys_office/index.html. Residents needing information about the application form can call the City Secretary at 713-466-2102.

Applications must be accompanied by photographs showing the recreational vehicle or watercraft to be registered, its location on the lot and its license plate or registration information.

- B. Vehicles registered into the program must be greater than 8 feet in height and must meet the following criteria to qualify:

Recreational vehicles (manufactured or home-made) including, but not limited to, motor homes, mini-motor homes, travel trailers, 5th wheel trailers, camping trailers, boat trailers, other trailers used for recreational purposes only, truck campers, all terrain vehicles and all types of watercraft including boats (motorized or propelled by any other means).

Owners registering vehicles into the program must physically present the vehicle for measurement at the time of application at 16327 Lakeview Drive. **Only those vehicles meeting the height requirement will be accepted into the program.**

- C. Vehicles registered into the program must have been lawfully parked or stored on a lot in zoning districts A, C, or C-2 on May 1, 2009. Such fact must be verified by the owner under oath.

If eligibility under this section is ever questioned, owner must prove without doubt that said vehicle was lawfully parked or stored on a lot in zoning districts A, C, or C-2 on May 1, 2009; and therefore, eligible for the Registration Program. If, for any reason, the owner cannot prove eligibility, the vehicle will be removed from the program and the owner must remove the vehicle from his/her property immediately.

D. The owner of vehicles registered into the program must also be the owner of the lot on which the vehicle is parked or stored.

Owners must present the following as proof of ownership:

1. Real property proof – “Print-out” from the Harris County Appraisal District - Records Search Database demonstrating owner and property address in zoning district A, C, or C2 where vehicle will be stored and/or parked. The website address for this records search is <http://www.hcad.org/records/default.asp>
2. Recreational vehicle proof – Copy of current state vehicle registration or other state registration, or title of vehicle, or other legal document showing ownership.

E. The owner must maintain current state vehicle registrations and valid motor vehicle inspection certificates as well as any other required state registrations on all recreational vehicles registered into the City of Jersey Village Registration Program. Proof, in the form of copies, of such registrations will be required during the initial application process and each year during the annual renewal period during the month of June.

Failure to provide proof of state registrations and/or proof of valid inspection certificates at any time or to keep current either of these requirements may result in a forfeiture of the vehicle from the Registration Program.

F. Owners successfully registering a vehicle into the program will be issued a registration certificate which shall thereafter be considered evidence of the lawful continuation of the parking or storage of such recreational vehicle or watercraft on the owner’s real property in zoning district A, C, or C-2 as designated in the application.

In addition to the registration certificate which expires annually, owners will be issued a Recreational Vehicle Registration Sticker for each successfully registered vehicle. This sticker must be placed in the rear window or on the vehicle frame near the rear license plate of the registered vehicle.

Misapplication of these Recreational Vehicle Registration Stickers to the wrong vehicles may be cause for removal from the Registration Program.

SECTION 5. ANNUAL RENEWAL PROCESS

- A. Every year during the month of June owners of registered recreational vehicles in the City of Jersey Village Recreational Vehicle Program must renew their vehicle registrations.
- B. On or about June 1 owners will receive via mail at the address where the recreational vehicle is parked or stored a renewal letter and application from the City of Jersey Village, City Secretary. In order to remain in the Registration Program, owners must complete the renewal application and return same to the City Secretary by July 1 along with updated photographs and copies of current state vehicle registrations and valid motor vehicle inspection certificates as well as any other required state registrations on all recreational vehicles registered into the City of Jersey Village Registration Program.
- C. Failure to properly renew vehicle registrations may result in the forfeiture of the recreational vehicle from the Registration Program.

SECTION 6. REPLACEMENT VEHICLES

- A. Owners of a successfully registered recreational vehicle or watercraft may replace the vehicle with another recreational vehicle or watercraft as long as the owner continues to comply with the terms and conditions of the program.

Owners desiring to replace an existing registered recreational vehicle or watercraft with another qualifying vehicle must notify the City in writing of their desire to replace the existing vehicle and then must complete the initial application process for this replacement vehicle.

SECTION 7. PROCESS FOR REMOVAL OF VEHICLE FOR THE REGISTRATION PROGRAM

- A. The following is a list of possible reasons for which an owner's vehicle may be removed from the City of Jersey Village Vehicle Registration Program:
 - 1. If, for any reason, the owner cannot prove that his/her recreational vehicle was lawfully parked/stored on a lot in zoning district A, C or C2 on May 1, 2009 and is therefore eligible for the program, the vehicle will be removed from the program and the owner must remove the vehicle from his/her property immediately.
 - 2. Failure to provide proof of state registrations and/or proof of valid inspection certificates at any time or to keep current either of these requirements may result in a forfeiture of the vehicle from the Registration Program.
 - 3. Failure to properly renew vehicle registrations may result in the forfeiture of the recreational vehicle from the Registration Program.
 - 4. Misapplication of Recreational Vehicle Registration Stickers to the wrong vehicles may be cause for removal from the Registration Program.

- B. The necessity to remove an owner's vehicle from the program is an indication that the owner is in violation of the city's Code of Ordinances. Accordingly, the City Secretary will report to the city's Code Enforcement Department that the owner of a recreational vehicle in the City's Recreational Vehicle Registration Program is not in compliance.
- C. The city's Code Enforcement Department will write the owner of the vehicle that is not in compliance a letter to the address where the recreational vehicle is being parked or stored outlining the reason for non-compliance and giving the owner 30 days from the date of the letter to remedy the problem.

If the owner has not corrected the non-compliance issue within the time allotted, Code Enforcement will file a formal complaint with the City of Jersey Village Municipal Court who will decide the outcome of the non-compliance issue.

SECTION 8. PARKING AND STORING RULES FOR REGISTERED VEHICLES

Owners of recreational vehicles, including boats, shall not park or store same in front yards, in zoning districts A, B, C, C-2, and M, except for temporary periods of time not exceeding seven days within a 30-day period. Such vehicles shall not be parked or stored in side or rear yards on corner lots except behind an opaque fence not less than six feet in height.

ORDINANCE NO. 2009-22

AN ORDINANCE OF THE CITY OF JERSEY VILLAGE, TEXAS, AMENDING THE CITY'S COMPREHENSIVE ZONING ORDINANCE REGULATING THE PARKING AND STORING OF RECREATIONAL VEHICLES AND BOATS IN ZONING DISTRICTS A, C AND C-2; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING A PENALTY AS PROVIDED BY SECTION 1-8 OF THE CODE OF ORDINANCES.

* * * * *

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS:

Section 1. Section 14-88(a)(6) of the Code of Ordinances of the City of Jersey Village,

Texas is amended to provide as follows:

“(6) a. Recreational vehicles (manufactured or home-made) including, but not limited to, motor homes, mini-motor homes, travel trailers, 5th wheel trailers, camping trailers, boat trailers, other trailers used for recreational purposes only, truck campers, all terrain vehicles and all types of watercraft including boats (motorized or propelled by any other means) shall not be parked or stored in front or side yards in zoning districts A, C, or C-2, except for temporary periods of time not exceeding seven (7) days within a 30-day period. A recreational vehicle shall not be parked or stored in a rear yard in zoning districts A, C, or C-2 unless such vehicle is screened from public view by a solid wood or opaque fence. Nothing in this ordinance is intended to preclude the construction of a properly permitted building that will enclose and screen recreational vehicles.

b. A recreational vehicle or watercraft less than eight (8) feet in height lawfully parked or stored on a lot in zoning districts A, C, or C-2 on May 1, 2009 may continue to be parked or stored at such location until January 1, 2010. A recreational vehicle or watercraft greater than eight (8) feet in height lawfully parked or stored on a lot in zoning districts A, C, or C-2 on May 1, 2009 may continue to be parked or stored at such location until July 1, 2019. The owner of the recreational vehicle or watercraft must be the owner of the lot on which it is parked or stored; the recreational vehicle or watercraft must continue to be registered by the State; and a recreational vehicle must have a valid motor vehicle inspection certificate. The owner of a lot upon which a recreational vehicle or watercraft greater than eight (8) feet in height was lawfully parked or stored on May 1, 2009 shall register such recreational vehicle or watercraft with the city secretary not later than July 15, 2009. Registration shall be under oath on a form furnished by the city secretary and shall be accompanied by photographs showing the recreational vehicle or watercraft, its location on the lot and its license plate or

registration information. The owner may replace a recreational vehicle or watercraft registered under this section with another recreational vehicle or watercraft. The owner shall be issued a certificate with a brief description of the nonconformity which shall thereafter be considered evidence of the lawful continuation of the parking or storage of such recreational vehicle or watercraft.”

Section 2. Section 14-88(a) of the Code of Ordinances of the City of Jersey Village, Texas is amended by adding subpart (27) to provide as follows:

“(27) No sleeping quarters other than those within a permanent residential structure, hotel or motel shall be used for longer than seven (7) days within a 30-day period; provided that a recreational vehicle or portable building may be used for temporary housing and sleeping quarters by a person whose residence is uninhabitable as a result of flood, fire or environmental conditions if parked on a paved surface on a private property and with appropriate sewer and electrical connections. No person shall occupy a recreational vehicle or portable building for temporary housing and sleeping quarters without first receiving a permit for such use from the building official. The building official shall issue a permit if the conditions set forth herein are met. The permit shall be valid for the period of time necessary to restore the residence to habitability, as determined by the building official, but not to exceed 120 days. Any extension to such permit will require approval of the building official and director of public works.”

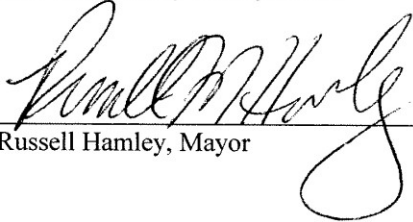
Section 3. The definition of the term “recreational vehicle” in Section 14-5 of the Code of Ordinances of the City of Jersey Village, Texas is deleted.

Section 4. Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Jersey Village, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

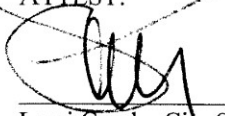
Section 5. Repeal. All other ordinances or parts of ordinances in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed.

Section 6. Penalty. Any person who shall violate any provision of this Ordinance shall be punished as provided by Section 1-8 of this Code.

PASSED, APPROVED, AND ADOPTED this 18th day of May, 2009.



Russell Hamley, Mayor

ATTEST:


Lorri Coody, City Secretary





CITY OF JERSEY VILLAGE, TEXAS

16501 Jersey Drive Jersey Village, TX 77040
713-466-2108(office) 713-466-2177(fax)

RECREATIONAL VEHICLE REGISTRATION APPLICATION

Date of Application: _____ Recreational Vehicle Registration No. _____

Type of Recreational Vehicle (Photos must be attached): _____

Recreational Vehicle Description: _____

License Plate: _____ Vehicle Identification Number (VIN): _____

Real Property Address: _____ Lot: _____ Blk: _____

Applicant: (Property & Vehicle Owner) _____

Mailing Address: _____

Telephone: _____ Cell: _____ Email: _____

I, _____, do solemnly swear (or affirm), that the information contained in this application for registration of recreational vehicle is true and correct. I swear that this vehicle is over 8 feet in height and was lawfully parked or stored on a lot in zoning districts A, C, or C-2 on May 1, 2009. I understand that this recreational vehicle must continue to be registered with the state at all times and have a valid motor vehicle inspection certificate and other required state registrations or I may forfeit the registration of this recreational vehicle with the City of Jersey Village Recreational Vehicle Registration Program. I will provide copies of proof for all current registrations and inspections to the City of Jersey Village during this application process and the annual renewal application process in June, and understand that my failure to do so may result in forfeiture of my vehicle registration in this program. I also understand that this registration is non-transferable to any other property, other owner of this property, or other owner of this recreational vehicle.

If at anytime I let any of registrations lapse, or if any of my registrations have been forfeited for any reason, or the City finds that any information in this application is not true I forfeit my registration and must remove the vehicle from my property immediately.

I have read and understand the City of Jersey Village's Ordinance No. 2009-22 and the city's procedures regulating the parking and storing of recreational vehicles and boats in zoning districts A, C, and C-2.

Submitted by: _____ Date: _____
(Signature)

SWORN TO and subscribed before me by affiant on this _____ day of _____, 2009.

Notary Public

City of Jersey Village Office Use Only

Received By: _____

Proof of Ownership of Land: YES NO Type of Proof Provided: _____

State Registrations: YES NO Expires: _____

Other Registration: _____ YES NO Expires: _____

Motor Vehicle Inspection Certificate: YES NO Expires: _____