

CITY OF CHICKASHA
COMMUNITY DEVELOPMENT DEPARTMENT
(405) 222-6010

ITEMS NEEDED TO SECURE A RECREATIONAL VEHICLE PARK LICENSE

*Failure to provide ALL of the following items will hold up your license
and may cause for the Application to be rejected*

- COMPLETE PLAN:** A drawing of the tract of land showing the area, dimension and the location and size of the proposed and all existing buildings or permanent structures including driveways. The structures shall be labeled as existing, proposed or future. Plan must show number, locations, and size of all motor home spaces or recreational vehicle spaces, including the location and width of roadways, walkways, buffer strips, street lights and recreational areas. The drawing shall be to scale and shall show the distances to the property lines from all the buildings and the distance between the RV spaces. If scaled drawings are not provided then a drawing showing all measurements needed to determine the size and location of all details may be submitted. If sufficient measurements are not provided, the application may be rejected.
- FACILITY DETAILS:** See municipal code Section 16-5-9 (13.) (14.)
- STORM SHELTER DETAILS:** Recreational vehicle parks will provide adequate storm shelter for the occupants of the park. The shelter may be a standalone shelter or the service building maybe constructed in such a manner at to be used as the shelter. A shelter plan must be submitted at the time application for the park license. The shelter will meet the requirements set out in the National Performance Criteria for Tornado Shelters document produced by the Federal Emergency Management Agency with the following changes: Section 9(a) and (b) shall be deleted. The requirements for a radio transmitter or signal-emitting device in Section 10 shall be deleted. The shelter load shall be based on one adult per recreational vehicle space.
- UTILITY DETAILS:** Detail description of the water and sewer system including location, size and connection details. Location of all fire hydrants must be included.
- LEGAL DESCRIPTION:** Legal description must be included in the Recreational Vehicle Park License or an attached sheet. The description must be complete including the Subdivision, block, lot(s) and description of the portion of lot if the let has been split. If the property in not plated than a metes and bounds description must be included. This information can be found on your deed or abstract or you may contact the Grady County Assessor's Office for assistance.
- COST:** Approximate cost of the construction, including labor and material shall be included on the Recreational Vehicle Park License. **(New Licenses Only)**
- CONTRACTORS:** A list of all the Contractors to be used on the project, including building, electrical, plumbing, and mechanical contractors. The Owner of the property may list themselves as the contractor if the work is to be completed on or will become his primary residence.
- NUMBER OF PLANS:** Two (2) set of plans shall be submitted.

RECREATIONAL VEHICLE PARK LICENSE APPLICATION

According to Ordinance Sec. 16-5-9 all Recreational Vehicle Parks must have a license to construct, maintain or operate within the limits of the city.



The City of
CHICKASHA
COMMUNITY DEVELOPMENT DEPARTMENT

YES	<input type="checkbox"/>
FLOOD PLAIN	
NO	<input type="checkbox"/>

License Number:	Date Received:	License Fee: _____ <input type="checkbox"/> NEW <input type="checkbox"/> RENEWAL
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Park Name:	Zoning District MH <input type="checkbox"/> C2* <input type="checkbox"/> *Use on Review Required YES <input type="checkbox"/> NO <input type="checkbox"/>
Street Address:	Directions: (please print) 1. Complete one application for each licensed establishment; 2. Attach Complete Plan 3. Drawing of all buildings and facilities 4. Sign and Date the application
City / Zip	
Phone # Phone#	
Owner / Licensee	
Street Address	
City / State / Zip	
Phone # Phone #	

# of RV sites per approved plans	Water Supply <input type="checkbox"/> City <input type="checkbox"/> On Site <input type="checkbox"/> Other	Sewer <input type="checkbox"/> City <input type="checkbox"/> On Site <input type="checkbox"/> Other
	Facilities <input type="checkbox"/> Men's Restrooms _____ <input type="checkbox"/> Women's Restrooms _____ <input type="checkbox"/> Showers _____ <input type="checkbox"/> Laundry _____	Electrical Service/Size (Amps) <input type="checkbox"/> Above Ground _____ <input type="checkbox"/> Underground _____ <input type="checkbox"/> Average Amp Load Per RV Site _____

Existing use of Land / Bldg:	Proposed Use of Land / Bldg:	Number of Units	Estimated Cost	Square Footage
(Please check only one. If more than one applies, list in remarks below)				<input type="checkbox"/> Modular
<input type="checkbox"/> New Construction <input type="checkbox"/> Existing		<input type="checkbox"/> Add On		<input type="checkbox"/> Move On

Applicant Remarks: _____

Person to Contact regarding inspection, maintenance, or emergencies, if different from licensee

Name	Phone #
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I hereby certify that I am the licensee, or the authorized representative of the establishment listed above, and agree to abide by the rules that apply for this license. I certify that the information provided is a true and accurate statement of the facts

Signature	Phone #	Date
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Application approved for license as according to the applicable sections of the Chickasha Municipal Code
Application Reviewed By (Check all that apply)

<input type="checkbox"/> City Manager	<input type="checkbox"/> Fire Chief	<input type="checkbox"/> Flood Plan Administrator
<input type="checkbox"/> Community Development Director	<input type="checkbox"/> Police Chief	<input type="checkbox"/> Building Inspector

Approved By: _____ **Date:** _____