

EFFECTIVE DATE: November 10, 2021

POLICY NAME: Substantive Policy Tents and Cabins in Commercial Campgrounds

POLICY NO: PZ-2021-01

PURPOSE: To clarify allowances, rules, standards and regulations for permitting tents and cabins within commercial campgrounds in all zones in Coconino County.

BACKGROUND:

The Coconino County Zoning Ordinance briefly describes tent and cabin campsites and the duration that they are allowed on properties as temporary/seasonal (see Zoning Ordinance section 3.18: Campgrounds Purpose Statement) without any clarity or definitions for what constitutes a tent or cabin, or what type of temporary/seasonal structures may be used, construction type requirements, or the specific time period that they are allowed to be erected. The adopted Building Code does not provide specific methods for their approval. This Policy clarifies allowances, rules, standards and regulations for permitting tents in Campgrounds in Coconino County.

The intent of the Zoning Ordinance is to allow camping with little permanent infrastructure. In the General Zone, typically a single-family residential and agricultural zone, the intent is to allow campgrounds in such a way that they may revert back to a single-family use should the campground use be abandoned.

POLICY:

Full tent and cabin designs shall be submitted for any Conditional Use Permit, Zone Change, and/or Masterplan including a campground and the designs shall be substantially similar for any subsequent submittal to the Building Division. Additional requirements are below:

Building code requirements applicable to all commercial campgrounds:

- All cabins must be permitted with a Building Permit as an R-5 or A-2 occupancy.
- Tents shall meet the requirements of ‘Temporary Structures’ and shall be capable of disassembly and reassembly.
 - Tents shall not have any structural walls
 - All utilities must be of a quick disconnect or Recreational Vehicle type
 - Decks and concrete slabs are permissible as anchoring platforms and are required to obtain a building permit.
- Any accessory structures must meet Coconino County’s adopted International Building Code.

Zoning requirements applicable to all commercial campgrounds:

- Tents must have walls and roofs of canvas or another, similar textile as approved by the Community Development Director. A limited amount of clear plastic or plexiglass is allowed for doors and windows as approved by the Director. Tents and Yurts are defined as:
 - “a portable shelter made of cloth, supported by one or more poles and stretched tight by cords or loops or attached to pegs attached into the ground. A Yurt is a circular, domed tent of skins or felt stretched over a collapsible lattice framework. Tent sites may include a wooden platform or concrete pad.”
- Tents are temporary structures erected on site for a maximum of 180 days per calendar year.
 - After 180 days of use, tents shall be disassembled and stored within accessory structures or Metal Storage Containers as permitted in the underlying zone or removed from the site.
- Any permanent structure intended for overnight occupancy is considered a ‘Cabin’ and must meet full building code as noted in the Building Code section of this policy.
- Cabins must meet the Zoning Ordinance definition of ‘Dwelling’ to allow for reversion back to a single-family residential use and have a kitchen, full bathroom, and at least one sleeping room.
 - “DWELLING shall mean one or more habitable rooms for residential Use that are used as a home, residence, or sleeping place by one or more persons and which contain sleeping, sanitary and cooking facilities. Dwelling includes an Apartment or Condominium, Manufactured Home, Modular Home, Mobile Home, Guest House or Dormitory or other structure meeting the provisions of the Building Division.”
- Upon abandonment of a campground in the General Zone, or 2 years without the use being conducted, the property owner shall be responsible for ensuring that all requirements of the General Zone are met, and that infrastructure, including tent platforms and concrete pads, is abandoned to the point that the property may only be used for single-family residential or agricultural uses from that date forward.
- Tent camping is not permissible in any zone except inside a campground

Zoning requirements in General Zone (G), Public and Quasi-Public Zone (PS), and Open Space and Conservation Zone (OS):

- General Zone requires 10 acres
- A Conditional Use Permit must be approved by the Planning and Zoning Commission.
 - Total maximum density of 2 campsites per acre
 - 2 Cabins for each 10-acre parcel, deducted from the total maximum density
 - Cabins shall meet the requirements of 3.4: Accessory Dwelling Units in the case of abandonment of the use, single family residential standards would be met

- Any permanent accessory structures shall be limited to one sink and one toilet and one shower. Temporary accessory structures for showers and restrooms shall be permissible as shown on the approved site plan and described in a narrative for the approved in the Conditional Use Permit.

Zoning requirements in the General Commercial (CG-10,000) and Heavy Commercial (CH-10,000) Zones:

- A Conditional Use Permit is required when adjacent to residential zones, otherwise an Administrative Zoning Permit is required
 - Total maximum density of 10 campsites per acre
 - Number of tents shall be greater than the number of cabins, or the use is considered a 'Hotel/Motel'

Zoning requirements in the Resort Commercial (RC) and Planned Community (PC) Zones

- A Masterplan is required to be approved by the Board of Supervisors
- Densities of tents and cabins as shown on Masterplan
- The number of tents shall be greater than the number of cabins, or the use is considered a 'Hotel/Motel'

Other requirements:

Other requirements such as road improvement standards and firewise and emergency requirements apply, please reference Zoning Ordinance Section 3.18 for more information. This policy is mainly for purposes of illustrating the interpretation of tent and cabin allowances in commercial campgrounds.

ACCESS:

This substantive policy statement is available for inspection at the Community Development office or on the Coconino County website: www.coconino.az.gov.

APPROVED BY:


Jay Christelman
Coconino County Community Development Director

11.10.21
Date