

Plans: approval and content.

- (A) No person shall construct, substantially alter or expand a recreational vehicle park, recreation camp, combined park-camp or temporary park-camp until both of the following have occurred:
- (1) The proposed location of the park or camp has been evaluated by the licensor under paragraph (B) of this rule; and
 - (2) The plans for the construction, alteration or expansion have been submitted to and reviewed and approved by the director or the licensor, as appropriate under paragraph (C) or (F) of this rule.
- (B) Before submitting plans to the director or licensor under paragraph (C) or (F) of this rule, the person who wishes to construct, substantially alter or expand a park or camp shall request an evaluation of the proposed location by the licensor. The licensor shall evaluate the location and shall prepare and sign a report on a form prescribed by the director. The report shall contain information about the location, which shall include but not be limited to its topography, soil conditions, previous uses and available utilities.
- (C) Plans for recreational vehicle parks, recreation camps and combined park-camps shall be submitted to the director for review and approval at least forty-five days before submission of the application for a license to the licensor. The plans shall meet the requirements of paragraph (D) of this rule and shall be accompanied by all of the following:
- (1) A completed plan application on a form prescribed by the director and signed by the person who prepared the plans. The form shall contain identifying information about the licensee or prospective licensee of the park or camp, the person who prepared the plans and the contractor for the project;
 - (2) A copy of the completed location evaluation form issued by the licensor under paragraph (B) of this rule;
 - (3) Written verification by the fire protection authority or authorities that have jurisdiction in the area of all of the following:
 - (a) That the park or camp has adequate fire protection;
 - (b) The method and layout of fire protection; and
 - (c) That applicable fire codes shall be adhered to in the construction and operation of the park or camp.
 - (4) Written verification by the municipal corporation or board of county commissioners for unincorporated areas that the proposed new construction, expansion or substantial alteration to a recreational vehicles park, recreation camp or combined park-camp will be made in accordance with municipal or county flood plain ordinances or resolutions and local flood plain permit requirements;

- (5) Written verification that the plans for the sewage disposal facilities, as specified in paragraph (A) of rule 3701-26-11 of the Administrative Code or sewage collection systems as specified in rule 3701-26-12 of the Administrative Code and the water supply system, as specified in paragraph (A)(1) of rule 3701-26-10 of the Administrative Code, have been approved by the Ohio environmental protection agency;
 - (6) A copy of the written plan documenting the proposed method of disposal of the contents of all holding tanks;
 - (7) Four copies of the completed recreational vehicle park, recreation camp and combined park-camp data sheet form prescribed by the director and signed by the person who prepared the plans. The form shall contain, but is not limited to, identifying information about the owner of the park or camp, the person who prepared the plans, the contractor for the project and information about the location and dimensional design of the park or camp relative to the sites, water supply and sewer systems, toilet facilities, waste water drains, dump stations, solid waste storage and collection; and
 - (8) A check payable to the "treasurer, state of Ohio" for the plan review fee in an amount determined under paragraph (I) of this rule.
- (D) The plans submitted under paragraph (C) of this rule shall be submitted in quadruplicate and shall include the following information:
- (1) The name and address of the proposed licensee and a letter of transmittal from that person requesting the review;
 - (2) A vicinity map, including the location and legal description of the park or camp and travel instructions for locating the park or camp;
 - (3) The area, dimensions and elevations of the tract of land;
 - (4) The number, location and size of all sites;
 - (5) The location and materials of all roadways and walkways;
 - (6) The location of all permanent buildings, sanitary facilities and other proposed structures, if applicable;
 - (7) Details and specifications of the water supply system, if applicable. Where a master meter is used and the water supply system is not subject to approvals of the Ohio environmental protection agency as a public water system, the plans shall be prepared in accordance with the standards of the Ohio environmental protection agency by a professional engineer registered to practice in Ohio and submitted to the director;
 - (8) Details and specifications of the sewage collection and treatment system, if applicable;
 - (9) Details and specifications of the gray water disposal facilities, if applicable;

- (10) The location and details of the lighting and electrical systems, if applicable; and
- (11) The method of storage and collection of solid wastes.

The director, upon request of the applicant for plan approval, may waive submission of any of the items required by this paragraph if the director determines that they are not necessary to review the plans effectively. The director may request additional information and may return incomplete plans to the applicant without review. The director shall act upon plans within thirty days after the date of receipt of the information required by this paragraph and the complete plans.

- (E) Except as otherwise provided in paragraph (E)(1) of this rule, a plan approval issued by the director for a recreational vehicle park, recreation camp or combined park-camp under this rule shall be valid for two years after the date on which the director issues the approval.
 - (1) The director may grant one extension for a specified period of time if the director finds that the applicant for plan approval has made a good faith effort to complete the construction, expansion or substantial alteration of the park or camp, but has failed to complete it for reasons beyond the applicant's control.
 - (2) A request for an extension shall be filed with the director in writing before the expiration of the two-year period.
 - (3) If the construction, expansion or substantial alteration has not been completed within the two-year period or within the limit of any extension granted under paragraph (E)(1) of this rule, the plans shall be resubmitted in accordance with paragraphs (C) and (D) of this rule.
 - (4) Approved plans, including applicable forms, documents and relevant correspondence shall be kept on record by the reviewing agency for as long as the facilities are licensed.
- (F) Plans for temporary park-camps shall be submitted to the licensor for review and approval at least fifteen days prior to the opening of the temporary park-camp. Plans for temporary park-camps shall include the items listed in paragraphs (C)(1) to (C)(3) and (D)(1) to (D)(11) of this rule, except that the applicant is required to submit only two sets of plans. The licensor may request additional information or return incomplete plans to the applicant. The licensor may waive the requirement for submission, review and approval of plans under this paragraph and for the location evaluation required by paragraph (B) of this rule if both of the following are the case:
 - (1) The plans for the temporary park-camp were reviewed and approved less than two years before the proposed opening of the park-camp; and
 - (2) The information required to be submitted at that time has not changed since the park-camp last was licensed.
- (G) The director or licensor may disapprove plans for either of the following reasons:

- (1) The applicant for plan approval fails to comply with any requirement of sections 3729.01 to 3729.13 of the Revised Code or this chapter; or
 - (2) The proposed construction, alteration or expansion would not comply with any requirement of sections 3729.01 to 3729.13 of the Revised Code or this chapter.
- (H) The person who submitted plans may appeal their disapproval by either the licenser or the director, whichever issued the disapproval. Such an appeal shall be governed by Chapter 119. of the Revised Code.
- (I) The fee for plan review under this rule for a recreational vehicle park, recreation camp or combined park-camp shall be as follows:
- (1) For projects received by the director on or after January 1, 2007, but before January 1, 2009, with a total proposed construction cost of five thousand dollars or more, the fee shall be three and one-half per cent of the total cost up to a maximum of two thousand five hundred fifty dollars. This fee does not include the cost of inspections that may be required under rule 3701-26-03 of the Administrative Code.
 - (2) For projects received by the director on or after January 1, 2007, but before January 1, 2009, with a total proposed construction cost of less than five thousand dollars, the fee shall be four hundred twenty-five dollars. This fee does not include the cost of inspections that may be required under rule 3701-26-03 of the Administrative Code.
 - (3) For projects received by the director after January 1, 2009, with a total proposed construction costs of five thousand dollars or more, the fee shall be three and one-half per cent of the total project cost to a maximum of three thousand one hundred dollars. This fee does not include the cost of inspections that may be required under rule 3701-26-03 of the Administrative Code.
 - (4) For projects received by the director after January 1, 2009, with a total proposed construction cost of less than five thousand dollars, the fee shall be five hundred twenty-five dollars. This fee does not include the cost of inspections that may be required under rule 3701-26-03 of the Administrative Code.

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CERTIFIED ELECTRONICALLY

Certification

03/05/2013

Date

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