

**Town of Poultney Unified Bylaws**  
Campgrounds and Alternative Housing, April 2024

Campgrounds .....2  
    Common Definitions.....2  
    Common Regulatory Components .....3  
    Common Exceptions/Exemptions.....4  
    Vermont Wastewater Rules (factsheet).....5  
    Proposed Bylaw Language .....6  
    Existing Language with Proposed Amendments or Considerations .....7  
        Section 1518: Camping Trailers .....7  
        Section 415: Motorcoach and/or Camper Trailer Park .....7  
Accessory Dwelling Units.....9  
    Existing Language with Proposed Amendments or Considerations .....9  
        Section 1506: Accessory Dwelling Units .....9  
Mobile Home & Tiny Home Parks.....10  
    Existing Language with Proposed Amendments or Considerations .....10  
        Section 414: Mobile Home & Tiny Home Parks .....10  
Elderly Housing.....12  
    Existing Language with Proposed Amendments or Considerations .....12  
        Section 410: Elderly Housing Complex .....12

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Campgrounds

#### Common Definitions

**Campground.** A parcel or facility designed to accommodate more than 3 tents, lean-tos, campers, travel trailers, recreational vehicles, or other camping units that are primarily occupied for vacation or recreational purposes.

**Campground.** A plot of ground on which two or more recreational vehicles are located and occupied for sleeping purposes for a fee.

**Campground.** Land used or intended to be used for temporary occupancy by two or more tents, trailers, or other movable dwellings.

**Campground.** Campgrounds, not exceeding ten spaces, and not providing electric hook-ups, and not providing winter storage for recreational vehicles.

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**NOTE:** The State of Vermont defines a campground as four (4) or more campsites on a lot for vacation or recreational purposes.

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Common Regulatory Components

- Space requirements
  - Minimum parcel size
    - 5-10 acres
  - Size of individual sites
    - 1,800 - 2,500 square feet
    - 20' – 30' wide surface for vehicle sites
  - Setback
    - 50'-100' from public roads, adjoining property
    - Screened with a naturally vegetated buffer
    - 100' between campsites
- Connectivity
  - Driveway and parking area
  - Emergency access
  - Surfacing (e.g. “dry, well-drained area”)
  - Water/wastewater requirements
- Seasonality
  - Operated between May 1 and November 30
- Open Space requirements
  - 25% of total ground area

# Town of Poultney Unified Bylaws

Campgrounds and Alternative Housing, April 2024

## Common Exceptions/Exemptions

**Strict ([Halifax, VT](#)):** The owner of a travel trailer, recreational vehicle, or other mobile camping vehicle may park it on his own property in the rear or side yards and no closer than six feet to any lot line. A travel trailer or recreational vehicle so parked shall not be used as living quarters and shall not be hooked up to any utilities. No zoning permit is required for this use.

A property owner may park his own or another person's travel trailers, recreational vehicles, or other mobile camping vehicles on his property up to a maximum of three (3), and these may be used as temporary, seasonal living quarters by nonpaying occupants or guests. Any travel trailer, recreational vehicle or other mobile camping vehicle so occupied shall: 1) meet all district setback requirements with respect to adjacent property boundaries, 2) adequately and safely control all wastes; and 3) secure a zoning permit if it remains on the lot for more than 30 days in a given year.

Travel trailers, recreational vehicles, and other mobile camping vehicles shall not be used for permanent housing.

**Lenient ([Waterford, VT](#)):** Any property owner may park his recreational vehicle, or that of a visitor, on his own property, provided the vehicle is parked to meet front, rear, and side yard setbacks for the zone it is located in. A recreational vehicle so parked shall not be used as living quarters for more than 28 cumulative nights in any calendar year.

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**NOTE:** Our bylaws address this in [General Regulations Section 1518: Camping Trailers](#).

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Vermont Wastewater Rules (factsheet)

- NO wastewater/water supply permit is needed if:
  - There are fewer than four (4) campsites;
  - No more than twelve (12) nights of camping at a campground per year;
  - Sites are not connected via pipe to water or sewer services;
  - There is no discharge of wastewater to the ground;
  - The campground or campsite meets WW Rule exemptions; and
  - Site is used only for vacation or recreation.
- Potable water must be provided, which requires a VT WW permit
- A water faucet must be within 400' of any campsite
  - Common drinking vessels not allowed
- Some form of toilet must be within 400' of campsites
  - One toilet per group of 10 or fewer campsites
- Waste dumping site is needed per campground, unless campsites have individual service lines, or campground consists entirely of tent sites
- Primitive camping is **not** regulated
  - Camping that involves temporary overnight occupancy in a natural setting without a potable water supply, a wastewater system, picnic tables, or other developed structures or facilities and that is left in its original condition so there is no, or minimal, evidence of human visitation.

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Proposed Bylaw Language

Propose adding relatively lenient regulations within Conditional Use article, whereby overarching Conditional Use requirements must be met.

#### Section XXX: Campgrounds

Campgrounds shall be sited, designed and operated in accordance with the following:

1. Each vehicle-accessible campsite shall be accessed via the campground's internal road(s). Internal roads shall be located outside of required setbacks.
2. Campsites shall be set back at least 100 feet from public roads and adjoining property and screened with a naturally vegetated buffer.
3. Campsites shall not be located within wetlands or their required buffers.
4. Potable water and wastewater disposal systems are required and must be designed and installed in accordance with applicable municipal and state regulations, including the Vermont Environmental Protection Rules as most recently amended for campgrounds.
5. All roads within the campground shall be of sufficient grade and alignment so as to permit safe traffic flow at all times. The design of roads shall be adequate to provide for the utilization of police, fire, ambulance, and other emergency vehicles.

**Campground.** A parcel or facility designed to accommodate more than 3 tents, lean-tos, campers, travel trailers, recreational vehicles, or other camping units that are primarily occupied for vacation or recreational purposes.

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Existing Language with Proposed Amendments or Considerations

#### Section 1518: Camping Trailers

A camping trailer, travel trailer, pickup coach or motor home may only be parked on any public or private property, in accordance with the following regulations:

- A. In an approved ~~trailer camp~~campground;
- ~~B. In an approved camping trailer sales lot;~~
- C. In an approved ~~recreational vehicle~~ storage facility or warehouse;
- D. The owner of a trailer may park it on his or her own property, in the rear or side yards, providing that the trailer is parked behind the front face of the principal building and are no closer than six (6) feet to any lot line.

If there is no principal dwelling, the trailer must meet the set-back requirements of the district in which the lot is located. A trailer so parked shall not be used as permanent living quarters for more than three (3) months in any one (1) calendar year and shall not be hooked up to any utilities. The owner must provide evidence of proper sanitary sewage disposal. Any trailer so occupied shall be removed after three (3) months on any lot less than 2 acres.

#### ***Applicable Definitions***

**Camping Trailer.** See Trailer.

**Trailer.** Includes any camping trailer, travel trailer, pick-up coach or motor home and/or any other vehicle used as sleeping or camping or living quarters mounted on wheels; or a camper body usually mounted on a truck; and any vehicle which is customarily towed by a motor vehicle and used for carrying goods, equipment, machinery, or boats; or is used as a temporary office.

#### Section 415: Motorcoach and/or Camper Trailer Park

*Locations: Conditional Use in ARR-2, elsewhere disallowed*

[Consider replacing outright with Campground language on previous page.](#)

- A. A camper-trailer park shall have a minimum contiguous land area of not less than five (5) acres.
- B. The park shall provide access driveways, lots for the vehicles, and parking for the towing vehicle.
- C. Each vehicle lot shall be at least two thousand five hundred (2,500) square feet in area.
- D. Each vehicle lot shall be at least fifty (50) feet in width and have a compacted gravel surface at least twenty (20) feet in width. Such compacted gravel surface shall be replaced by a paved surface if the lot is to be used or available for use more than seven months in a year.
- E. All access driveways within the park shall be at least thirty (30) feet in width with a compacted gravel surface at least twenty (20) feet in width if used for two-way traffic or twenty (20) feet wide with a compacted gravel surface at least twelve (12) feet wide if

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

- used for one-way traffic. The compacted gravel surface shall be replaced by a paved surface if the park is open more than seven (7) months a year.
- F. Each lot shall be located within four hundred (400) feet of a water faucet providing clean potable water with adequate pressure. [\(This is in accordance with State Law\)](#)
  - G. Showers, toilets, and sewage disposal facilities shall be available to the users of the lot. The number of showers and toilets and the method of sewage disposal for the entire park must be approved by the appropriate State agency prior to the issuance of a permit. [\(This is in accordance with State Law\)](#)
  - H. Each lot shall be provided with a metal garbage can with cover. The contents of the garbage can shall be removed on a daily basis.
  - I. No lot, office, or service building shall be located closer than one hundred (100) feet from a public street right-of-way or fifty (50) feet from any other property line. All boundaries of the park shall be landscaped with existing or newly planted trees or other plant materials.
  - J. No camper trailer or motorcoach shall be parked on a lot closer than ten (10) feet from its lot lines.
  - K. A motorcoach or camper-trailer park shall have at least ten (10) percent of its total area as open space recreational use.
  - L. All parks not equipped for year-round use shall be closed between December 1 and March 1.
  - M. Each lot shall be located in a dry and well-drained area.
  - N. All roads within the site shall be of sufficient grade and alignment so as to permit safe traffic flow at all times. The design of roads shall be adequate to provide for the use of police, fire, ambulance, and other emergency vehicles. Proper traffic control signs shall be established as is consistent with the public safety.

### ***Applicable Definitions***

**Motorcoach/Trailer Park.** A parcel of land under single or common ownership or control which contains, or is designed, land out or adapted to accommodate two or more trailers of motorcoaches.

[Consider replacing outright with Campground language on previous page.](#)

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Accessory Dwelling Units

#### Existing Language with Proposed Amendments or Considerations

##### Section 1506: Accessory Dwelling Units

*Carefully review to ensure that the below requirements are not arbitrarily onerous.*

An accessory apartment (limits to just one) that is located within or appurtenant to a single family dwelling on an owner-occupied lot shall be a permitted use if it meets the following:

- A. It is clearly subordinate to a single-family dwelling,
- B. It has facilities and provisions for independent living, including sleeping, food preparation, and sanitation,
- C. The property has sufficient wastewater capacity.
- D. The unit does not exceed 30 percent of the total habitable floor area of the single-family dwelling. (is this still reasonable?)
- E. Applicable setback, coverage, and parking requirements specified in the bylaws are met.

Accessory Dwelling Units shall be considered a public building if it is rented, and therefore subject to fire and building safety codes.

##### ***Applicable Definitions***

**Accessory Apartment (Accessory Dwelling Unit, ADU).** A distinct unit that is clearly subordinate to a single-family dwelling and has facilities and provisions for independent living, including sleeping, food preparation, and sanitation, provided there is compliance with all the following: (A) the property has sufficient wastewater capacity; and (B) the unit does not exceed 30 percent of the total habitable floor

**Accessory Use or Building.** A use or building customarily incidental and subordinate to the principal use or building and located on the same parcel of property with such principal use.

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Mobile Home & Tiny Home Parks

#### Existing Language with Proposed Amendments or Considerations

##### Section 414: Mobile Home & Tiny Home Parks

*Locations: Conditional Use in UD, ARR-2, ARR-5, ARR-10, elsewhere disallowed*

*Carefully review to ensure that the below requirements are not arbitrarily onerous.*

Mobile homes and tiny homes are permitted in approved mobile home and tiny home parks subject to the requirements of this section and state law. ~~Mobile home parks where permitted as a conditional use in the specific zoning district are subject to review. New mobile home parks and any addition or alteration to an existing mobile home park, requires conditional use approval by the Development Review Board.~~ The following requirements shall apply ~~to mobile home parks~~:

- A. The minimum size for a mobile home park shall be 10 acres and shall have at least 2.5 acres per individual mobile home lot.  
*Logan comment: Denser mobile home parks feel more like a community*
- B. A mobile home park shall consist of no more than 10 mobile home lots.  
*Logan comment: Why? Mobile homes can be an opportunity for affordable housing, although likely not as ideal as other housing types*
- C. Each mobile home lot shall be at least 20,000 square feet in area
- D. Minimum setbacks shall be 15 feet from all mobile home lot edges. All buildings not physically connected to a mobile home must be at least fifteen (15) feet from all buildings.
- E. The access right-of-way width to the Park and its Lots shall be a minimum of fifty (50) feet with the traveled portions of the road to be at least twenty four (24) feet in width. There shall be a minimum road base depth of fifteen (15) inches of gravel within the right of way. The Right of Way shall have suitable grade and alignment to allow for servicing of the Lots by fire, rescue, utility and other vehicles ordinarily and necessarily incident to such use and shall be maintained by the owner to town road standards.
- F. At least two (2) off street parking spaces shall be provided for each mobile home. Minimum surface treatment of such parking spaces shall be gravel. The space may be included in the minimum lot area requirement and shall be indicated on the site plan.  
*Logan comment: 1 or no parking minimums for mobile home park*
- G. Suitable provisions shall be made for the protection of pedestrian traffic.
- H. The park shall be located on a site graded to insure adequate drainage of surface water, sub-surface water, sewage and freedom from stagnant pools.

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

- I. Roadways shall be well drained, and at least eighteen feet in width shall be graveled, hard surfaced or paved, and maintained in good condition throughout the year.

### ***Applicable Definitions***

**Mobile Home Park.** Any parcel of land under single or common ownership or control which contains, or is designed, laid out or adapted to accommodate, more than two mobile homes. Nothing herein shall be construed to apply to premises used solely for storage or display of mobile homes. Mobile Home Park does not mean any parcel of land under the ownership of an agricultural employer who may provide up to four mobile homes used by full-time workers or employees of the agricultural employer as a benefit or condition of employment or any parcel of land used solely on a seasonal basis for vacation or recreational mobile homes. 10 V.S.A. § 6201(2).

**Mobile Home.** See Manufactured home.

**Manufactured Home:** A structure or type of manufactured home that is built on a permanent chassis and is designed to be used as a dwelling with or without a permanent foundation, includes plumbing, heating, cooling, and electrical systems, and is:

- A. Transportable in one or more sections; and
- B. At least eight feet wide or 40 feet long or when erected has at least 320 square feet or if the structure was constructed prior to June 15, 1976, at least eight feet wide or 32 feet long; or
- C. Any structure that meets all the requirements of this subdivision except for size and for which the manufacturer voluntarily files a certification required by the U.S. Department of Housing and Urban Development and complies with the standards established under Title 42 of the U.S. Code. 10 V.S.A. § 6201(1).

**Tiny Houses/Tiny Home.** A general term for a small dwelling unit (under 400 sq.ft. footprint) with kitchen, bath and sleeping facilities. For the purposes of Zoning, Tiny Homes are to be treated as a Manufactured Home.

**Tiny House Park/Tiny Home Park.** See Mobile Home Park.

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### Elderly Housing

#### Existing Language with Proposed Amendments or Considerations

##### Section 410: Elderly Housing Complex

*Locations: Conditional Use everywhere except VI, II, LS, CD, where they're not permitted*

Recommend removing all onerous language (which will then default to Zoning District dimension requirements) and requiring Planned Unit Development review for complexes with multiple structures.

~~A. Where the regulations of this section differ from other sections of the zoning, subdivision, and site plan regulations, the provisions of this section shall take precedence. An elderly housing complex shall also comply with the provisions of the Fair Housing Act, as amended, 42 U.S.C. Sec. 3601 et seq. Applicable elderly housing regulations, as amended, of the U.S. Department of Housing and Urban Development shall also be complied with.~~

~~B. The purpose of an elderly housing complex shall be to provide safe, affordable, comfortable, and efficient housing for elderly residents in an easily accessible, centrally located, pedestrian friendly environment in proximity to necessary support services such as food stores, pharmacies, medical facilities, public transportation, voting places, post offices, libraries, senior centers, and places of worship.~~

~~C. Each Elderly Housing Complex shall comply with the following standards:~~

~~1. Density~~

~~All buildings in an Elderly Housing Complex shall be located on the same lot. The lot shall be under common ownership.~~

#### Minimum Buildable Lot Size per Elderly Housing Complex

<del>Town Water and Sewer</del>	<del>Town Water or Sewer</del>	<del>On-Site Water and Sewer</del>
15,000 s.f.	25,000 s.f.	40,000 s.f.

#### Minimum Buildable Land Area per Dwelling Unit

<del>Town Water and Sewer</del>	<del>Town Water or Sewer</del>	<del>On-Site Water and Sewer</del>
3,000 S.F./1 Bedroom Unit	5,000 S.F./1 Bedroom	8,000 S.F./1 Bedroom Unit
3,500 S.F./2 Bedroom Unit	6,000 S.F./2 Bedroom Unit	9,000 S.F./2 Bedroom Unit

#### Minimum & Maximum Gross Floor Area per Dwelling Unit

<del>Dwelling Unit Type</del>	<del>Maximum Gross Area</del>
1-Bedroom Unit	1,000 Gross Square Feet
2-Bedroom Unit	1,200 Gross Square Feet

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

~~All Elderly Housing Complexes and dwelling units shall comply with federal and state handicapped accessibility requirements.~~

### ~~d. Occupancy Limits per Dwelling Unit Type~~

<del>Dwelling Unit Type</del>	<del>Maximum Occupancy</del>
<del>1-Bedroom Unit</del>	<del>No more than 2 (two) occupants</del>
<del>2-Bedroom Unit</del>	<del>No more than 2 (two) occupants</del>

### ~~2. Parking Requirements~~

#### ~~a. Resident Parking Requirements:~~

- ~~i. 1 parking space per 1 bedroom unit~~
- ~~ii. 1 1/2 parking spaces per 2 bedroom unit~~

#### ~~b. Visitor Parking Requirements:~~

- ~~i. 1 parking space per every 4 dwelling units of any type~~

#### ~~c. Location~~

- ~~i. All parking spaces shall be located on site in places that provide convenient access to the dwelling units.~~

### ~~3. Site Plan Review~~

~~1. a. Elderly Housing Complexes with multiple buildings shall be reviewed under Planned Unit Development.~~

~~2. Elderly Housing Complexes shall be reviewed under the Site Plan Review regulations of this ordinance with particular attention being given to have adequate exterior lighting, sufficient sidewalks, and safe ingress/egress for vehicular traffic.~~

~~3. b. A canopied drop-off area may be permitted within the required setback area or front yard of the complex for the convenience of the elderly residents.~~

~~c. The architectural design and arrangement of buildings shall be residential in character and consistent with the appearance of the community in general and the neighborhood in particular.~~

~~d. The perimeter of each Elderly Housing Complex shall be reserved as a 20-foot wide landscape buffer zone with new plantings or existing natural vegetation.~~

~~e. The Development Review Board may require that all roads within the Complex be built in accordance with the "Public Works Road Specification Standards."~~

~~f. On site laundry facilities shall be required.~~

# Town of Poultney Unified Bylaws

## Campgrounds and Alternative Housing, April 2024

### ~~4. Setback & Height Requirements~~

- ~~a. All buildings within an Elderly Housing Complex shall be located at a minimum distance of 20 feet from all property lines and other buildings on the same lot.~~
- ~~b. All buildings within an Elderly Housing Complex shall comply with the height requirements of the zoning district in which they are located.~~

### 5. Legal Documentation

#### a. Homeowner's Association

- i. The developer of each Elderly Housing Complex shall be responsible for establishing a homeowners' association and bylaws under applicable state law. The document shall give special attention to the unique needs of elderly people and shall ensure that the elderly residents of the complex will receive adequate and appropriate services. The document shall be submitted during site plan review to the Development Review Board for their review and approval. The developer shall bear the sole expense of creating the document. The Homeowners' Association document shall at all times comply with relevant local, state, and federal regulations.

#### b. Federal Compliance

- i. As part of the site plan review process, the developer of each Elderly Housing Complex shall be responsible for filing a report with the Development Review Board describing how the project complies with the provisions of all applicable federal regulations that affect the project.

### ***Applicable Definitions***

**Elderly Housing Complex:** A development of one or more dwelling units in detached or multi-unit buildings on the same lot under common ownership that is dedicated as a housing complex for elderly persons and includes legal covenants or restrictions designed to ensure the occupancy of such buildings principally by persons 55 years of age or older or disabled persons of any age. All buildings, dwelling units and sites shall comply with all applicable state and federal handicapped accessibility requirements. Handicapped individuals of any age shall be eligible to live in an elderly housing complex.

**Elderly Person:** A person at least 55 years old or older at the time of initial occupancy.