



**Permit Application Packet for Public Property Program for Temporary Camping,  
Temporary Private Property Camping Program, and  
Recreational Vehicle Parking and Overnight Camping in Non-Designated Areas**

The City of Warrenton regulates camping in the City on both Public and Private property as well as the parking of recreational vehicles used for lodging within the city limits. To help explain these regulations the City provides this packet. If you have further questions, you can visit the Warrenton Police Department (225 S. Main Ave.) or call the Warrenton Police Department (503-861-2235).

This application packet is based on the following Chapters of the City of Warrenton Code:

- **Chapter 10.16 Recreational Vehicle Parking (Attachment A)**
- **Chapter 12.28 Camping (Attachment B)**

In most cases, to camp on private or public property that has not already been designated for camping, you **must** have a permit from the City. Here are some scenarios to help you decide if camping is allowed and if you need a permit.

- My friends or family are coming to town and want to park their RV and camp on my property for a week. **YES, this is allowed with guidelines, and YES, you need a permit.**
- My friends or family are coming to town and want to park their RV and camp on the street by my house for a week. **NO, camping on a public street is NOT allowed. Also, vehicles wider than 6'6" are not allowed to park on most Warrenton streets.**
- My friends or family are coming to town and want to camp in a tent on my property for a week. **YES, this is allowed with guidelines, and YES, you need a permit.**
- My kids and I want to set up a tent in our backyard for the summer. **YES, this is allowed, and NO, you DO NOT need a permit.**
- Someone I know is experiencing hard times, is homeless, and wants to camp on my property for a while to get back on their feet. **YES, this is allowed with guidelines, and YES, you need a permit. Camping is NOT allowed in storage units, warehouses, sheds, shipping containers, etc.**
- Someone I know is experiencing hard times, is homeless, and wants to camp in a regular vehicle on my property for a while to get back on their feet. **YES, this is allowed with guidelines, and YES, you need a permit.**
- My church wants to allow homeless people to camp on church property for a while to get back on their feet. **YES, this is allowed with guidelines and limits, and YES, the church needs a permit.**
- Can people camp in public parks, public parking lots, public restrooms, trails, beaches, dikes, docks, and marinas in Warrenton? **NO, this is NOT allowed. YES, it is allowed in "designated camping areas" in the marinas.**
- I have a seasonal business; can I camp in an RV adjacent to the business for the season? **YES, this is allowed with guidelines, and YES, you need a permit.**
- Can someone camp in an RV who is part of a City-Approved event at a City Facility, a designated Park Host at a City facility, or someone providing temporary site security or site monitoring in an Open Space and Institutional District? **YES, this is allowed with guidelines, and YES, you need a permit.**

Complete the application below and bring it to the Warrenton Police Department during regular business hours (M - F, 9:00 am to 4:00 pm).

## **ATTACHMENT A**

### **10.16 Recreational Vehicle Parking**

#### **10.16.010 Findings**

*The Warrenton City Commission finds that camping or recreational trailers parked, except during daylight hours, for purposes of lodging or sleeping, in City-owned areas create a hazard to public safety.*

#### **10.16.020 Parking Restrictions**

*Recreational vehicles, campers, or trailers shall comply with this Chapter as well as Chapter 10.04 and Chapter 12.28 of this code. Recreational vehicles, campers, or trailers will be parked only in designated areas within the marinas and other City-owned property.*

#### **10.16.030 Temporary Parking Permits**

- A. *A permit to park a recreational vehicle shall be obtained from the City when the RV is used for camping or living purposes on either public or private property within the City. The City may revoke the permit immediately for failure to comply with any law, ordinance, policy, rule, or regulation, including but not limited to the provisions of this Chapter. Permits can be issued for the following:*
  - 1. *Temporary Camping Program under the guidelines of Chapter 12.28.030;*
  - 2. *Use of RV for Seasonal Businesses under the guidelines of Chapter 12.28.040;*
  - 3. *Individuals involved in a City-Approved event at a City facility;*
  - 4. *Individuals identified as "Park Hosts" for the City at a designated City Park or Marina; or*
  - 5. *Individuals providing temporary site security or monitoring of a property designated as an Open Space and Institutional (OSI) District per Warrenton Municipal Code Chapter 16.52.*
- B. *Permits are free and are as follows:*
  - 1. *3-day (cannot exceed 14 days in any 60-day period);*
  - 2. *7-day (cannot exceed 14 days in any 60-day period);*
  - 3. *Park Host and Site Security (designated term by the City).*
- C. *Prohibited practices.*
  - 1. *Recreational vehicles shall not be used as:*
    - a. *Homestay Lodging per Chapter 8.24.010;*
    - b. *Vacation Rental Dwelling per Chapter 8.24.010;*
    - c. *On-site employee housing such as dormitories, boarding rooms, or sleeping quarters.*
  - 2. *No more than two recreational vehicles are allowed on a single site unless the site complies with Warrenton Municipal Code Chapter 16.176 (Recreational vehicle park design standards).*
  - 3. *There can be no discharge of waste of any sort except into proper sewer or septic systems, and any connection to the City-owned system must be approved by the City prior to any connection.*

#### **10.16.040 Camping Facilities**

*Public camping facilities are available within a short distance of the City-owned property.*

#### **10.16.050 Penalties**

*Any person who violates this Chapter can be cited by the Warrenton Police Department and subject to the following fine amounts.*

- A. *Failure to have a permit or violating the terms of an issued permit; up to \$300/a day.*
  - B. *Improper discharge of waste or dumping of waste; up to \$1,000/a day to include any additional cost to clean the site.*
  - C. *Over two recreational vehicles on a site or not meeting recreational vehicle park requirements; \$500/a day.*
- Each day the violation occurs will be considered a separate offense.*

## **ATTACHMENT B**

### **12.28 Camping**

#### **12.28.010 Definitions**

*"Camp facilities" include, but are not limited to, tents, huts, temporary shelters, or vehicles.*

*"Camp paraphernalia" means, but is not limited to, tarpaulins, cots, beds, sleeping bags, blankets, mattresses, hammocks, or non-City designated cooking facilities and similar equipment.*

*"Campsite" means any place where any bedding, sleeping bag, or other sleeping matter, or any stove or fire is placed, established, or maintained, whether or not such place incorporates the use of camp facilities.*

*"City Manager" means the Warrenton City Manager, or the City Manager's designee.*

*"Motor vehicle" has the meaning given that term in ORS 801.360.*

*"Park areas" has the meaning of all public parks in the City of Warrenton.*

*"Parking lot" means a developed location that is designated for parking motor vehicles, whether developed with asphalt, concrete, gravel, or other material.*

*"Publicly owned or maintained" means any real property or structures owned, leased, or managed by the City or other government agency including public rights-of-way.*

*"Public rights-of-way" has the meaning set forth in Chapter 12.32.*

*"Recreational fire" means a fire for the cooking of food, warmth, fellowship, or ceremonial purposes.*

*"Recreational vehicle" has the meaning given that term in ORS 174.101.*

*"Seasonal businesses" means business that corresponds to the changes in seasons. Examples include, but are not limited to: fresh fruit vendors, Christmas or alternative holiday retailers, fireworks retailers, and businesses associated with Buoy 10 fishing season.*

*"Solid waste" means any garbage, trash, debris, yard waste, food waste, or other discarded materials.*

*"Solid waste collector" means any person, agent, officer, or employee of the City to whom authority is given for the collection and disposal of refuse.*

*"Store" or "storage" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.*

*"Street" means any highway, lane, road, street, right-of-way, alley, and every way or place in the City of Warrenton that is publicly owned or maintained for public vehicular travel.*

*"To camp" means to set up, or to remain in or at a campsite, for the purposes of establishing or maintaining a temporary place to live.*

#### **12.28.020 Public Property Program for Temporary Camping**

- A. Campers participating in the city's program for temporary camping are permitted to camp in a location identified in city policy. Though it is not in the code, we have discussed that city policy is that camping is permitted between the hours of 9pm and 7am, camps or vehicles must be on the right-of-way for Dolphin Ave. and not on any private property, the roadway must remain passable by vehicles, no illegal activity, not littering or garbage, etc.
- B. All vehicles, motorized or recreational, participating in the city's program for temporary camping under this section shall be currently registered and displaying an unexpired registration plate with current tags or current trip permit issued by the Oregon State Department of Motor Vehicles (DMV) and shall be in compliance with required vehicle insurance responsibilities. This section gives us some options for removal, but I do not see this as a primary tool given the plight that many people are in, though we should mention it to people and encourage them to get into compliance.
- C. The city manager may revoke permission for a person or group to camp overnight on public property upon finding that the person or group has violated any applicable law, ordinance, rule, guideline, or agreement, or that any activity occurring on that property by a camper(s) the person is incompatible with the use of the property or adjacent properties.

#### **12.28.025 Prohibited Public Camping**

- A. Except as otherwise specifically authorized by the Warrenton Municipal Code or by declaration by the Mayor or City Commission in emergency circumstance, it is unlawful for any person(s) to establish or occupy a campsite on the following:
  1. All Park areas; and
  2. All publicly owned or maintained parking lots; and

3. All publicly owned or maintained restrooms; and
  4. All publicly owned property located within residential zoning districts; and
  5. All publicly owned trails, beaches, and bridges; and
  6. All publicly owned marinas, docks, and dikes.
- B. Except as expressly authorized by the Warrenton Municipal Code, no person shall use any vehicle or recreational vehicle for camping or lodging purposes upon the streets, public property, or public beach of the City, or otherwise use the streets or public beach for camping or lodging.
- C. No person shall use any vehicle or trailer for camping or lodging purposes upon any private or public parking lots except as provided in this chapter.
- D. Except as expressly authorized by the Warrenton Municipal Code, it shall be unlawful for any person to store more than 120 cubic feet of personal property, including camp facilities and camp paraphernalia, on any public property during the hours of 6:00 a.m. to 9:00 p.m.
- E. Except as expressly authorized by the Warrenton Municipal Code or special event permit, it shall be unlawful to have a recreational fire on public property.
- F. A person or persons camping in a vehicle or recreational vehicle must adhere to parking regulations (Chapter 10.04 Article IV) and public right-of-way regulations (Chapter 12.32).
- G. Notwithstanding the provisions of this chapter, the city manager may temporarily authorize camping or storage of personal property on public property by written order that specifies the period of time and location:
1. In the event of emergency circumstances;
  2. In conjunction with a special event permit;
  3. In the event the designated camping area described in Section 12.28.020 is full and unable to accommodate campers;
  4. Upon finding it to be in the public interest and consistent with commission goals and policies.
- H. The city manager may adopt administrative rules to implement any of the provisions of this chapter.
- I. The City of Warrenton recognizes the social nature of the problem of homeless individuals camping on public property and has developed this code and policy to ensure the most humane treatment for removal of homeless individuals from campsites on public property

#### **12.28.030 Temporary Private Property Camping Program**

- A. Consistent with all other provisions of the Warrenton Municipal Code including the Recreational Vehicle Park Design Standards in Chapter 16.176, with written authorization of the owner of the property and subject to any additional rules adopted by the city manager:
1. Up to three total motor vehicles, recreational vehicles, or tents, in any combination, may be used for a temporary camping location in any parking lot on the following types of property:
    - a. Real property developed and owned by a religious institution or place of worship) regardless of the zoning designation of the property. For the purpose of this section, an organization qualifies as a religious institution if it is granted tax exempt status under Section 501(c)(3) of the Internal Revenue Service Tax Code;
    - b. Vacant or unoccupied commercial or industrial real property.
- B. With written authorization of the owner and, if applicable, tenants of the property, up to four individuals may use a residentially zoned property developed with an occupied residential dwelling for camping by either:
1. Using a tent to camp in the back yard of the residence; or
  2. Using a single motor vehicle parked in the driveway or on the side of the dwelling as long as it does not create a traffic hazard. A vehicle used for camping shall not be parked in front of a residence. There can be no discharge of waste of any sort except into proper sewer or septic systems and any connection to city-owned system must be approved by the city prior to any connection.
- C. A property owner who authorizes any person to camp on a property pursuant to subsection (A) or (B) of this section must:
1. Provide or make available sanitary facilities; (i.e., including toilets, wash facilities, and drinking water facilities).
  2. Provide garbage collection services so that there is no accumulation of solid waste on the property outside of designated receptacles provided by the solid waste collector;
  3. Provide a storage area for campers to store any personal items so the items are not visible from any public street;
  4. Require any tent or camping shelter in a residential backyard to be not less than five feet away from any property line;
  5. Not require or accept the payment of any monetary charge nor performance of any valuable service in exchange for providing the authorization to camp on the property; provided, however, that nothing in this section will prohibit the property owner from requiring campers to perform services necessary to maintain safe, sanitary, and habitable conditions at the campsite; and
  6. Obtain a city temporary camping permit. To obtain such a permit, the property owner must demonstrate compliance with all of the requirements of this section 12.28.030.

- D. A property owner who permits camping pursuant to subsection (A) or (B) of this section may revoke that permission at any time and for any reason.
- E. Notwithstanding any other provision of this chapter, the city manager may revoke the city temporary camping permit upon finding that any of the requirements of this section 12.28.030 have been violated or any activity occurring on that property by the camper(s) is incompatible with the uses of adjacent properties or constitutes a nuisance or other threat to the public welfare.
- F. Any person whose authorization or permit to camp on private property has been revoked pursuant to subsection (D) or (E) of this section must vacate and remove all belongings from the property within four hours of receiving such notice.
- G. All persons participating in the temporary camping program described in this section do so at their own risk, and nothing in this code creates or establishes any duty or liability for the city or its officers, employees, or agents, with respect to any loss related to bodily injury (including death) or property damage.
- H. The City Manager may adopt administrative rules to implement any of the provisions of this chapter.

#### **12.28.035 Revocation of Permission – Appeal**

Any person whose authorization to camp on private or city property has been revoked by the City Manager may appeal the decision to the City Commission in accordance with the procedure set forth in Chapter 15.08 of the Warrenton Municipal Code. For the purposes of this section, a person has received notice to vacate upon actual receipt of either oral or written notice. Written notice is deemed received upon personal delivery or upon other proof of having been received. In the situation where it can be shown a person refuses to accept personal delivery or is intentionally avoiding personal delivery, the written notice is deemed received on the date and time when it is affixed to the motor vehicle or tent being used for camping by the person in question.

#### **12.28.040 Use of RV for Seasonal Business**

Special permits for seasonal businesses may be issued for no more than one recreational vehicle as registered to the owner/manager of said business, for up to one month upon application and approval by the City Commission or their designee. Application, approval, and issuance of the permit must take place before the recreational vehicle is placed upon the property. The unit must not create a traffic hazard and cannot discharge waste of any kind except into proper sewer or septic systems, and any connection to city-owned system must be approved by the city prior to any connection. Arrangements must be made with the Public Works Department for regular pickup of garbage.

#### **12.28.050 Notice Requirements and Property Retention**

The City of Warrenton will follow all legal requirements providing adequate notice and the involvement of social services agencies to facilitate a humane transition when clearing established campsites. Notice requirements apply to established campsites (generally a campsite in place for over 24 hours). Notice requirements are not applicable to campsites that are not established and are in violation of this chapter.

#### **12.28.060 Enforcement and Penalties**

- A. Violation of this code is a Class D violation as defined by ORS 153.008 and 153.012. A Class D violation carries a penalty of up to \$300.00. Each day the violation occurs will be considered a separate offense. Individuals experiencing homelessness may not be assessed a fine of more than \$35.00 for each violation of this chapter.
- B. In addition to any other penalties that may be imposed, any campsite not authorized by this chapter or other provisions of this code shall constitute a public nuisance and may be abated as such.



## Temporary Camping & RV Parking/Camping Permit Application

### ☐ Temporary RV Parking (for recreational camping or other designated purposes)

Purpose: ☐ Temporary Private Property Recreational Camping (12.28.030)  
☐ Seasonal Business (12.28.040)  
☐ Approved City Event at a City Facility (10.16.030.3)  
☐ "Park Host" at City Park or Marina (10.16.030.4)  
☐ Site Security or Monitoring at Open Space and Institutional District (10.16.030.5)

Length: ☐ 3-Days (cannot exceed 14 days in any 60-day period)  
☐ 7-Days (cannot exceed 14 days in any 60-day period)  
☐ To Be Determined or Set by the City (for Park Host or OSI)

### ☐ Temporary Public Property Camping Program (Authorized by City Manager)

Purpose: ☐ In the event of Emergency Circumstances (12.28.025.G1)  
☐ In conjunction with a special event permit (12.28.025.G2)  
☐ Designated camping areas are full (12.28.025.G3)  
☐ In the public interest and consistent with Commission Goals (12.28.025.G4)

Length: To Be Determined by the City Manager's authorization.

### ☐ Temporary Private Property Camping Program

Purpose: ☐ Property of a Religious Institution or Non-Profit (12.28.030.A1a)  
☐ Authorized Vacant or Unoccupied commercial or industrial real property (12.28.030.A1b)  
☐ Residential Zoned Property (12.28.030.B)

Length: Six (6) Months, then reevaluated and **MUST** reapply for a new permit.

## Applicant

**NOTE: The Applicant MUST be the property owner for ALL applications on Private Property, Commercial or Industrial Property, Religious Institutions, or Non-Profit.**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
First, MI, Last MM/DD/YYYY

Address: \_\_\_\_\_  
Street, City, State, Zip

Phone: \_\_\_\_\_  
Cell Home or Work

Email: \_\_\_\_\_

Property Location: \_\_\_\_\_  
Street Address and Description If Applicable

Requested Dates: \_\_\_\_\_ to \_\_\_\_\_  
Start End

### Primary Camper at the Location

Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
First, MI, Last MM/DD/YYYY

Address (Mailing): \_\_\_\_\_  
Street, City, State, Zip

Phone: \_\_\_\_\_  
Cell Home or Work

Email: \_\_\_\_\_

Type of Camping: ☐ TENT ☐ VEHICLE ☐ RV

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ License: \_\_\_\_\_ State: \_\_\_\_\_

Tent Description: \_\_\_\_\_

*I have the authority to sign and do hereby agree to the rules, regulations, and conditions as set forth in the attached application for a permit for overnight camping in areas not designated for that purpose. I agree to hold the City of Warrenton and its officers or employees harmless from any liability or responsibility for any accident, loss, or damage to people or property happening or occurring as the result of the activity undertaken under the terms of this permit and that all of the said liabilities are hereby assumed by me.*

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Primary Camper Signature

\_\_\_\_\_  
Date

**\*\* TO BE COMPLETED BY THE POLICE \*\***



**\*\*\* CAMPING PERMIT \*\*\***

**Overnight Camping in Non-Designated Areas**

**PERMIT DATES:** \_\_\_\_\_ **to** \_\_\_\_\_  
Start End

**LOCATION:** \_\_\_\_\_  
Street Address and Description if Applicable

**PROPERTY OWNER:** \_\_\_\_\_

**PRIMARY CAMPER:** \_\_\_\_\_

*The undersigned does hereby grant a permit as provided for by Warrenton Municipal Code Chapter 10.16 and Chapter 12.28 and in accordance with the information and conditions as described in the attached application for said permit.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Chief of Police (or Designee): \_\_\_\_\_

**Distribution:**

- City to keep **ORIGINAL APPLICATION** and **ORIGINAL PERMIT**
- Property Owner provided copies of **APPLICATION** and **PERMIT** stamped "**COPY**"