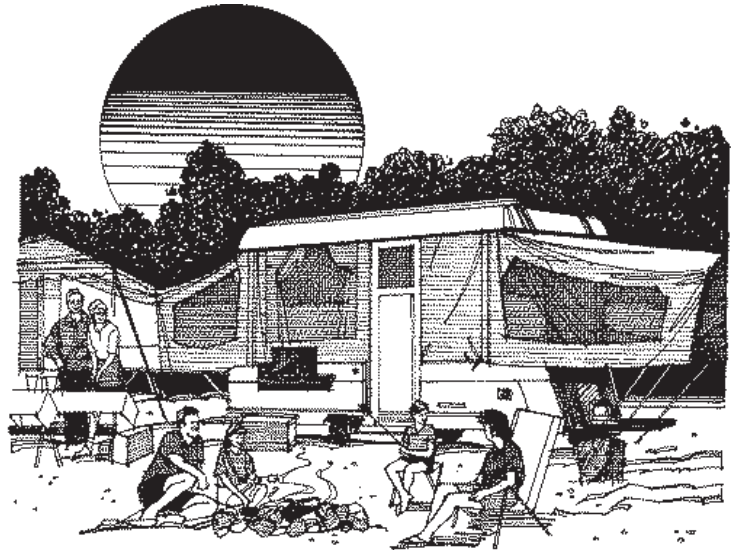


MWCD PARK CAMPGROUND GUIDELINES



IN ORDER TO MAXIMIZE YOUR ENJOYMENT WHILE STAYING WITH US, THE FOLLOWING GUIDELINES WERE ESTABLISHED TO HELP YOU UNDERSTAND WHAT IS PERMITTED IN MWCD LAKE PARKS. IT IS ALWAYS BEST CONSULT WITH THE PARK MANAGER PRIOR TO STARTING ANY PROJECTS ON YOUR CAMPSITE.

A.1 REGISTRATION RESTRICTIONS

Camper must personally register for a camping permit and may not register for other persons. Permits are issued only to persons eighteen (18) years of age or older, who shall be responsible for the conduct of all persons using the assigned campsite.

A.2 CAMPING PERMIT: OBTAINING/ DISPLAYING/EXPIRATION

Camping permits are issued on a first-come, first-served basis. A limited number of campsites are available for reservation. Upon entering a campground, the camper may select any vacant campsite that is not marked occupied by an "OCCUPIED" sign attached to the campsite marker. Campers should place their camping equipment/unit on the selected site before registering for a camping permit. If no camping equipment is to be set up at the time of site selection, a vehicle or another individual should remain on the selected site, to eliminate the possibility of another party setting up on the campsite while the original party is obtaining the camping permit.

The camping permit must be affixed to the campsite marker, where provided, or otherwise displayed in a conspicuous location upon a tent, trailer, or camping shelter at the time the site is occupied, unless arrangements have been made for placement of an "OCCUPIED" sign (see Guidelines A.3)

Camping permits expire at 4:00 P. M. on the expiration date. All personal property must be removed from the campsite by this time.

A.3 OCCUPIED SIGNS AND THEIR USE

If you wish to choose a campsite and hold it before actually placing your camping unit, you may register for said campsite and request that an "OCCUPIED" sign be placed on that site. Be

sure to inform the registration office when you register that you do not have a camping unit at that time. When you register for that campsite, you will be charged the standard daily camping fee as if you were actually staying on that site.

If you are in a motor home, and plan to leave your campsite, but will return before your expiration date, you are strongly urged to request placement of an "OCCUPIED" sign, to prevent another camper setting up camp on what appears to be a vacant campsite. It is strictly prohibited for anyone, other than park personnel, to place, remove, or otherwise tamper with an "OCCUPIED" sign.

A.4 OBTAINING AN EXTRA REFRIGERATOR PERMIT

Any refrigerator exceeding 8 cubic foot not in the primary camping unit will require a permit. Permits may be obtained on a seasonal basis. There are no discounts on the refrigerator fees.

A.5 REGISTERING VEHICLES - OBTAINING CAR PASSES

Only two (2) motor vehicles are permitted on each campsite, passes for which are issued with each camping permit. These passes must be displayed on the rearview mirror in the windshield at all times to allow free access at the entrance gate. For those people with more than two (2) vehicles requiring free access to the campsite, up to three (3) vehicle license numbers may be



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listed on each pass. However, no more than one (1) vehicle may use a pass at a time. Vehicles must be confined to the campsite for which they are registered. Parking on vacant campsites is prohibited.

Friends and Family passes are available for seasonal campers at designated parks. A seasonal camper may purchase up to four (4) of these passes. There is a nominal fee for these passes and they are good for the duration of the camping permit. Permit holder must be present to purchase Friends and Family passes.

Third car passes are available for a third car on a daily basis, at an additional fee, and must be recorded on the camping permit. Third vehicles must be parked in a designated parking area, and are not permitted to remain on the campsite overnight.

Any changes required on car passes can only be authorized by the permit holder or his/her spouse, and must be performed by an authorized park employee. Any unauthorized alteration of a car pass will be cause for revocation of the pass.

Golf carts are exempt from this requirement due to the fact that in most cases they cannot leave the park gate area due to restrictions set forth by the Ohio Revised Code traffic laws.

Golf carts will be permitted to remain on the campsite overnight with no additional passes required.

A.6 SELF-REGISTRATION PROCEDURE

After Labor Day and prior to Memorial Day, some camp areas may use a camper self-registration procedure to issue camping permits. Instructions will be posted regarding such procedure near the park entrance gate.

A.7 SEASONAL/TRANSIENT CAMPER AND LOTTERY GUIDELINES

A "SEASONAL" camper is one who maintains a seven (7) month camping permit. Former prisoners of war and 100% disabled American veterans who maintain 30-day permits with an uninterrupted duration of seven (7) months also qualify-

A seven (7) month seasonal permit begins April 1st and will end on October 31st.

There are advantages to becoming a seasonal camper, which include, camping rates that are discounted significantly over the regular nightly rate and the convenience of having first option at the same campsite year after year. An early registration procedure is in effect which gives seasonal campers wishing to return to the same campsite for the next season, an opportunity to do so by making payment for the campsite no later than 4:00 pm on April 1st. Mailings are sent out to seasonal campers after the first of the year, which further explains the payment options available.

A "Transient Camper" is one who pays for a permit on a daily basis and brings their camping equipment with them each time.

Transient campers are permitted to camp on any unoccupied site of their choice, unless designated as a park-use campsite, based upon availability. Senior citizens receive a 10% discount from the daily rate. Proof of age or Golden Buckeye Card required. Former POW's and 100% Disabled American Veterans Administration certification is required.

Seasonal Camper Limit

In order to maintain a balance in seasonal and transient campers, a limit is sometimes imposed on the number of seasonal campers that are accepted each year.

Lottery

The "lottery" was developed to make obtaining a seasonal campsite fair for everyone. The lottery is held for everyone every year on various dates in April. Please consult the park office for dates and times.

First Lottery

The first lottery is for the previous years seasonal campers. They will have first option at any available campsites.

Transfer Lottery

The transfer lottery is held for anyone who was not a seasonal camper the previous year, but purchased a camper and completed permit transfer paperwork during the prior camping season. Any guest who completed permit transfer paperwork during the previous season will be guaranteed the option of a seasonal campsite, but will not be guaranteed the specific site on which the camper may be currently located on.

Second Lottery

The second lottery is for guests wishing to become a new seasonal camper. Tokens will be drawn at random until the seasonal camper limit has been reached.

Lottery Guidelines

Campsite payment for returning seasonal campers must be received by 4:00 pm on April 1st. Those campsites that are not paid for will be made available in the lottery.

- If a campsite is acquired in the second lottery, campsite payment will be required that day.
- Only one person per family may sign up for the lottery.
- Power of Attorney is required if the person interested cannot be present.
- Permit holder or primary tenant must be the person to register for the campsite.
- The first number drawn will have first choice of any available campsite in the park
- A number can only be drawn once. The number drawn cannot be thrown back in, to be drawn again.
- No trading or "swapping" of campsites is permitted.
- Once a new campsite is chosen and if another campsite was previously held, then the old campsite must be vacated immediately.
- After the end of the second lottery, if the limit for seasonals is not reached, then new seasonal campers will be accepted

on a first come, first serve basis, not to exceed the seasonal camper limit for the year.

Permit transfers can only occur during the duration of a valid camping permit. Any campsites transferred during the camping season will be required to attend a transfer lottery held after the first lottery in April. Transfers that occur during the duration of a valid camping permit will be guaranteed seasonal designation for the following year, however, not guaranteed the specific site on which the transfer occurred.

NOTE: In the event a seasonal camper wishes to change campsites or move to another campsite during the camping season, and the campsite they are moving to did not have seasonal designation, they will be guaranteed that site for the following season provided that payment is made by 4:00 p.m. on April 1. The campsite which is vacated, will be included in the following years' lottery.

Changing seasonal campsites will only be permitted once during the camping season (April-October). In the event that a seasonal camper moves more than once in a camping season, then participation in the camper lottery the following spring will be required in order to obtain a campsite for the season.

A.8 TRAILER STORAGE - OBTAINING A SEASONAL STORAGE PERMIT

Campers who have occupied a campsite that lies above spillway elevation may be permitted to store their camping unit on the campsite. A storage permit must be acquired on or before the expiration date of the permit, and will become effective upon expiration of the camping permit. A five (5) month storage permit may not begin before October 31, and will expire on the corresponding date the following April. Campers who have occupied a campsite that lies below spillway elevation are not permitted to store on their campsite, but may store in a designated storage location or on a designated unoccupied campsite that lies above spillway elevation. Storage on a designated unoccupied campsite further requires that arrangements be made by the owner of the stored unit to have the unit transferred back to the seasonal campsite prior to April 1 of the following season. Storage will then continue on the seasonal campsite up to the beginning of the next seasonal camping permit. Failure to make this transfer by April 1 will make an individual responsible for payment of a second campsite. The permit holder must obtain and sign for the storage agreement in person.

When a camping unit is placed in storage, whether on a campsite or in a designated storage area, the permit holder may also store the following items: one (1) porch deck, one (1) boat dock, one (1) shoreline steps, two (2) storage boxes (maximum 32 square feet), and/or a maximum of five (5) cubic foot of firewood. No other camping gear should remain unless it is stored inside the camping unit. The camping unit must also be unplugged from the park's electrical system while in storage.

A camping unit may be visited during the storage period at no charge, provided that no electrical hook-up is made onto the park electrical system, or no overnight use of the camping unit takes place. Use of the camping unit for electric or camping purposes will require a daily camping permit being obtained for such use.

A.9 USER FEE REFUNDS

The MWCD desires to maintain a guest-friendly refund policy. The goal in keeping the guest satisfied is to facilitate return visits and positive word-of-mouth promotion. The guidelines for administering this policy are as follows:

Entrance Fee Refunds – Refunds for park entrance fees will be given upon proper application at the park entrance gate in the form of free admission coupons only. If the guest has been in the park for two hours or longer, no on-site refund will be issued. If the guest requests a refund after two hours, the request must be made on a refund request form that will be forwarded, upon recommendation of the Park Manager or Assistant Park Manager, to the main office for processing.

Camping Fee Refunds – Cash refunds for camping may be issued for problems that occur on the day of registration. Cash refunds may be issued upon proper application and authorization at the park until 8:00 p.m. Sunday through Thursday, 10:00 p.m. Friday and Saturday, or until the registration office's daily closeout is completed. If the guest paid with a check, the check will be returned. Under no circumstances will cash be refunded to a guest who paid with a check. The hard copy of the camping permit must be returned with the refund request before any refund can be issued.

On-site camping fee refunds, other than same day cash refunds, will be in the form of free camping coupons only. The coupons will be issued for the remaining nights of the guest's permit. If the guest is not satisfied with free camping coupons, they may complete a refund request form and submit it to the park office. The park staff must inform the guest that refunds are not guaranteed and that the park's recommendation will also be forwarded.

For accountability and trend identification purposes, the guest, regardless of the type of refund reimbursement requested, must complete a refund request form.

All cash refunds, other than same day refunds, will be processed through the main office.

- The guest must complete a refund request form for any refund.
- The Park Manager or Assistant Park Manager will review the request and make a recommendation for approval or disapproval, then forward the request to the main office for processing.

Refunds for Reservation Cancellations of Camper Cabins, Patio Cabins, Group Camping, and Picnic Shelters – If the cancellation

is made at least fourteen (14) days prior to the reservation date, a refund will be issued with no explanation needed.

If the cancellation is made after the fourteen (14) day grace period, a request for refund form must be completed by the guest, reviewed by the Park Manager or Assistant Park Manager, and forwarded to the main office.

A \$5.00 processing fee will be collected for all cash refunds given that are not due to MWCD employee error. **NO REFUNDS DUE TO WEATHER!!**

A.10 LATE PAYMENTS

Penalties will apply to late payments. A copy of the operational policy pertaining to late payments is available upon request.

B.1 EXTRA CAMPING UNITS ON A CAMPSITE

Only one (1) camping unit with wheels is permitted on a campsite. A camping unit is any motor vehicle, watercraft, or other camping equipment to be used for sleeping and/or for the purpose of occupying a portion of MWCD property for transient and/or temporary outdoor living. Pick-up campers, vans, and camper trailers are regarded as wheeled camping units. One (1) tent may be erected in addition to a wheeled camping unit or a maximum of two (2) tents per campsite.

B.2 EXTRA PERSONS

There is a maximum of six (6) people permitted per campsite unless an exception is authorized by a duly authorized agent, or the group consists of immediate family members.

B.3 CAMPGROUNDS QUIET HOURS

Quiet hours are from 11:00 P.M. until 7:00 A.M. Please be considerate of others. No loud radios, music, singing or voices between these times will be permitted. Minors must be at their campsite during these hours. Loud and/or abusive behavior will not be tolerated.

B.4 VISITORS TO CAMPGROUND - HOURS/OBTAINING PASS

Visiting hours are from 8:00 A.M. to 10:00 P.M., however, visitors arriving after 9:00 P.M., will not be admitted without a valid car pass. The normal daily entrance fee will be charged.

Visitors' passes may be used in certain park areas to fit the need of that particular area, and may be obtained at the entrance gate. The visitor's name, date of visit, campsite being visited, number of people, and license plate number will be recorded on the visitor pass by the gate attendant.

A maximum of two (2) guest vehicles per campsite will be permitted at any one time. Visitors must park in designated parking areas, where provided. Parking in the areas provided for the shower house/ restroom facilities is prohibited.

Visitors bringing pets will be permitted in designated "PET AREAS" only.

B.5 PORCHES, DECKS, AND SHORELINE STEPS

Porches, decks and shoreline access steps are allowed as long as certain requirements and limitations are met and maintained, and permission is obtained from the park office.

Porches or decks shall be no wider than ten (10) feet and shall not exceed the length of the trailer (box or living space), and shall be constructed to be readily removed, if necessary, with NO supporting structures below ground level, i.e., footers or posts. Decks will be in sections 4' x 8' or 4' x 10' so that they may be temporarily and readily removable with minimal means. Decks are the responsibility of the camper.

For storage of porches, decks, and/or shoreline steps, see Guideline A.8.

Any porches or decks remaining on the campsite, or shoreline steps remaining on the shoreline after the expiration of the camping permit, will be removed from the campsite and dealt with as stipulated in Guideline G.4.

B.6 GAZEBOS/SCREEN HOUSES/CANOPIES/ STRUCTURAL ADDITIONS/AWNINGS

Gazebos, screen houses, canopies and tents are permitted in addition to the primary camping unit and must meet the State Health Department spacing requirements as stated in the Ohio Administrative Code. In addition to the primary camping unit, you may choose up to two (2) additional structures, but only one of which can be a canopy or dining fly. I.E.: In addition to the primary camping unit on your campsite, you can add one tent and one canopy or a canopy and a gazebo, or any approved combination thereof. The location and size of these structures must be approved by park management prior to installation.

Canopies are permitted provided that they are commercially manufactured, easily disassembled and utilize a flexible cover made of canvas or similar material. Rigid coverings are not permitted. Canopies can be a maximum size of 24 feet in length and 12 feet in width. Since not all campsites will accommodate the maximum size, be sure park management approves the size for your particular campsite, prior to purchasing or installing this structure.

These structures must be erected with no below ground supports, such as footers or posts. The Park Manager or Assistant Park Manager must approve plans for all such structures. All structures must be removed by the owner upon the expiration of the camping permit. Said structures shall not become a part of, or be included in a winter storage agreement.

Rigid patio and deck enclosures are prohibited. Canvas or screen material used to enclose a patio deck is permitted with the approval of the Park Manager or Assistant Park Manager. Modifications made to any awning must be approved by the Park Manager or Assistant Park Manager. Commercially manufactured hard awnings designed for specific use on campers are permitted with the approval of the Park Manager or Assistant Park Manager.

Commercially manufactured hard awnings used as the primary awning, that are self-supported on all four (4) corners cannot be attached to the camping unit in any way. Awnings may not exceed a width of ten (10) feet (measured from the camping unit to the outside of the awning). The total width of the awning (if it overhangs the roof of the camping unit) may not exceed twelve (12) feet. Awnings may not exceed the length of the camping unit. Prior approval of the Park Manager or Assistant Park Manager is required.

No structure with a self-supported awning or roof which is enclosed on all sides with screen or other material and/or constructed on a deck or flooring shall be located closer than fifteen (15) feet to a camping unit or flammable structure. This shall include gazebos and screen houses.

B.7 DOCK STRUCTURES AND REQUIREMENTS

The construction of docks and dock access structures is permitted in designated areas of the shoreline. Campers wishing to place a dock or any access structure on the shoreline must first obtain a permit from the park office.

All docks must be constructed to meet established minimum standards. No metal drums shall be used for flotation purposes of any dock, watercraft or any floating device on MWCD waters.

Docks must be identified with the owner's campsite number. Identification must be posted in a manner easily visible from the lake and from shore.

If an occupied campsite must be crossed to access the shoreline, foot traffic should be limited to the outer boundary of the occupied site.

All docks, ramps, steps, or any access structure will be the personal responsibility of the owner.

Campers wishing to tie up watercraft overnight on the shoreline without a dock structure may do so only in designated areas.

B.8 OBTAINING A DOCK LOCATION/RENTAL OF SLIP ON CLUSTER

Some parks offer Cluster Docks with individual slip rental available to park guests. These slips are rented on a first come-first served basis, many times with a waiting list for an available dock. The rental dock waiting list is located at the park office. Assignment of specific docks is handled through a dock lottery.

Cluster Dock Guidelines

- Cluster docks are available for rental only to guests with a valid camping permit.
- Fishing from the docks is prohibited.
- Dock slips may be assigned by the park staff based upon boat size.
- Only one (1) watercraft per slip is permitted.
- Guests who rent a dock slip for the season will have first option at the same slip for the following season, provided that full payment is received by 4:00 p.m. on April 1.

Shoreline Private Docks

In those parks that offer our guests the opportunity to install a dock on the shoreline, certain restrictions may apply. The following is a summary of the shoreline docking provisions. Please stop by the park office for a complete handout.

- Location of dock must be approved by the Park Manager or Assistant Park Manager.
- Docks must be used seasonally in order to remain. Individual usage constitutes the holding of one or more valid docking decals. In the event that minimum usage is not met, all portions of the docking facility shall be removed and the dock site will be made available to others.
- All docks must be installed by May 15, unless water conditions prohibit installation or an extension is granted by the Park Manager or Assistant Park Manager. This will allow the Park Manager or Assistant Park Manager to verify that the shoreline is being used in a manner that maximizes available shoreline space.
- All docks, hoists and racks must be removed upon the expiration of the camping permit or November 1.
- Dock location assignments are handled in the order that they are received. Due to overcrowding and lack of dock spaces at some lakes, the Park Manager or Assistant Park Manager will maintain a waiting list for available dock sites. These lists are available to review by asking the Park Manager or Assistant Park Manager. Those individuals willing to share the vacant side of a dock with another camper are placed on a priority list over the individuals with only one watercraft and unwilling to share a dock.
- All private shoreline docks must display campsite numbers on each end of the dock so that they are readable from shore as well as from the lake.

B.9 REMOVAL OF BOATS AND DOCKS

All boats and docks must be removed from the water before 4:00 P.M. on the expiration of the camping permit. (Ref. - MWCD Rule 3.12 and Rule 3.15) Failure to do so may result in an additional camping fee being charged to the original permit holder until the boat or dock is removed. If the permit holder chooses to use an outside contractor to remove his/her boat and/or dock, the permit holder will be held responsible for the removal prior to the expiration of the camping permit.

B.10 FIRES/FIREWOOD

Campfires are permitted on campsites operated by MWCD, but should only be ignited and maintained in an appropriate container. Charcoal fires are permitted only if confined to an appropriate container. (Ref. - MWCD Rule 2.05)

No fire should be left unattended. All fires must be extinguished before leaving the area. No treated lumber, OSB, plywood, or other materials that may emit hazardous fumes should be burned at MWCD campsites. Wood should be free of hardware i.e. nails, screws, staples, etc.

Firewood is offered for sale at the parks for a nominal charge. Fallen limbs or branches may also be gathered from the ground on MWCD property for use as firewood. Cutting of standing

trees or green limbs is strictly prohibited. The use of chainsaws is prohibited without written permission of the Park Manager or Assistant Park Manager.

The MWCD has the right to regulate the size and location of campfires, and to ban campfires when conditions warrant.

B.11 EXTERNAL LIGHTING

Campers are permitted the use of external lighting provided such lighting is directly attached to the primary camping unit or attached awning. Electrical supply for the lighting must come directly from the camping unit and is not permitted to be on during daylight hours. Timers or electric eyes are encouraged to control lighting. The use of spotlights or reflective shades are not permitted when such use creates a hazard or nuisance to pedestrian, boat, or motor vehicle traffic.

The MWCD reserves the right to limit the location, wattage, and number of lights allowed on an individual basis as it deems necessary.

Bulbs will be limited to 50 watts. Total bulb usage shall not exceed 120 combined wattage. Light bulbs should only be directed at the owner's camping unit/campsite.

B.12 REMOVAL OF CAMPSITE MARKERS AND FIRE RINGS

Removal of any campsite marker and/or fire ring by anyone other than park personnel will NOT be permitted for any reason. Trailers must be positioned in such a way that campsite marker and/or fire ring removal is not required to place or remove the camping unit.

B.13 TREE TRIMMING

The trimming or cutting of trees on MWCD lands is strictly prohibited. In the event you feel that a particular tree or limb is a hazard, you may contact the Park Manager or Assistant Park Manager to request an evaluation of the situation. If the Park Manager or Assistant Park Manager deems necessary, removal or trimming will be handled as soon as practical. (Ref. - MWCD Rule 1.08)

B.14 PLANTING TREES, FLOWERS, VEGETABLE PLANTS

Trees - Campers wishing to plant tree(s) on their campsite are permitted and encouraged to do so, however, prior approval from the MWCD is required in regard to species and planting location. Any trees planted on a campsite become the property of the MWCD, and the MWCD assumes the responsibility for their care and maintenance.

Flowers - Campers wishing to plant flowers on their campsite are permitted to do so. All dead plant material must be removed at the end of the growing season or upon vacating the campsite. Transplanting wild flowers from the MWCD property is prohibited.

Vegetables - Campers wishing to plant vegetable plants may do so

only if the total area planted covers no more than one (1) square yard (3' x 3'). All dead plant material must be removed at the end of the growing season or upon vacating the campsite.

B.15 ELECTRONIC BUG KILLERS

Electronic bug killers are permitted provided that the location is approved by the Park Manager or Assistant Park Manager. Bug killers are not to be hung from vegetation or an MWCD installed post or structure except with specific approval to do so. The electrical supply for the appliance must come directly from the camping unit. If electronic bug killers cause a nuisance by sight, sound, or odor the park reserves the right to request the camper to remove or unplug the bug killer.

B.16 RADIO, TELEVISION AND SATELLITE ANTENNAS

External radio, television and satellite antennas are permitted only if they are directly attached to the camping unit and do not exceed a total height of ten (10) feet above the camping unit. Exceptions will be made when there is poor reception due to terrain surrounding the camping unit. In any case the external antenna must be located within the boundaries of the campsite. All exceptions need to be approved by the Park Manager or Assistant Park Manager. Tree removal or trimming to improve television or radio reception is prohibited. Antennas or satellites may not be attached to electric boxes or campsite posts.

B.17 PICNIC TABLE

Only one (1) MWCD owned picnic table is permitted on each campsite. In the case of a special event or gathering where more tables may be needed temporarily, contact the park office to determine what arrangements may be made to provide additional tables.

Table coverings are permitted as long as they are removed upon expiration of the camping permit. Campers are discouraged from using vinyl covers as they can cause a retention of moisture in the wood, and lead to premature wood decay.

B.18 CLOTHESLINES

Clotheslines are permitted on campsites provided they are only temporarily attached, and are taken down when not in use or when the campsite is not occupied.

If a clothesline is attached to a tree, it must be tied to the trunk, and not to a branch or tree limb. No metal hardware or fastener may be used to attach clotheslines to trees.

B.19 DISPOSAL OF GRAY WATER AND WASTE WATER

Drains are located throughout the campgrounds for emptying the gray water or dishwasher tanks. These drains are usually labeled for wastewater, and are not to be confused with a dumping station. They are for disposing of dishwasher only, not black water.

Located along with most of the dishwasher drains are fresh water faucets. The RV tank may be filled from these faucets by

temporarily attaching a hose or by transferring the water into a container from these faucets to the RV.

All black water tanks must be emptied at the trailer dumping stations, or by the trailer pumping service.

B.20 ELECTRICAL CONNECTIONS

Only one (1) grounded connection between the camping unit and the electrical post supplied by the MWCD is permitted. All electrical fixtures and appliances must be connected to the camping unit. Multiple taps on the MWCD post and/or connecting to more than one (1) MWCD electric service box is not permitted.

Use of electric generating equipment is not permitted without the expressed written approval, by annotation on the camping permit, by authorized park personnel. The use of 3-wire grounded weatherproof cable with a 3-prong plug is required for the connection to an MWCD electric service.

Alteration or tampering with MWCD electric service is strictly prohibited. Such alteration will be cause for immediate cancellation of the camping permit and possible criminal prosecution.

Campsites are rated at specific amperage. It is the camper's responsibility to stay within the supply available. Damage to the camper's equipment and/or the MWCD's electrical system will be the responsibility of the camper.

B.21 ADDITION OR REMOVAL OF FILL MATERIAL

Campers will not be permitted to add or remove fill material from their campsite without the expressed written consent of the Park Manager or Assistant Park Manager. If fill is added it will become the property of MWCD. Any approved fill which may become disturbed by MWCD staff in order to make improvements or repairs will be the responsibility of the camper to replace.

Every effort will be made to minimize any damage done to the campsite.

B.22 STORAGE UNIT

A maximum of two (2) storage units are permitted on the campsite provided that the wall height does not exceed six (6) feet in height and the combined square footage of the unit(s) do not exceed 32 square feet. The units must be commercially manufactured of a plastic or composite material. Some parks may offer a pre-manufactured park approved storage unit. Please contact the park office for details.

B.23 DECORATIVE FENCES

Decorative fences that do not exceed six (6) feet in length are permitted.

B.24 LANDSCAPE PONDS

Landscape ponds located above or below ground are prohibited.

C.1 LOCATION OF CAMPING UNIT ON THE CAMPSITE

The manner in which recreational vehicles are located on a campsite is governed by the Ohio Administrative Code (3701-25) and enforced by the Ohio Department of Health. In addition to the Department of Health Regulations, the MWCD also enforces specific rules and guidelines on the location of camping units on the campsite.

Most of the campsites in the park were designed to accommodate a camping unit as illustrated in the diagram available at the park office. When placing your camping unit on the campsite, the following guidelines shall be followed:

- A) You must maintain 15 feet from the side of your recreational vehicle to the next campsite line.
- B) When recreational vehicles are located on campsites that are "back to back" then they are required to maintain only 10 feet distance from the rear of each camping unit.
- C) You may place a recreational vehicle and one (1) tent on the same campsite provided that you maintain 5 feet distance between the recreational vehicle and the tent; and the camping units are 15 feet from the next campsite line.
- D) When placing your unit on the campsite, you must do so without crossing another campsite.
- E) You may not remove a campsite post to place your camping unit on the campsite.
- F) The camping unit must be located on the campsite in such a manner that the tongue of the unit is toward the roadway and can be pulled out without crossing or accessing an adjacent campsite. Camping units may be positioned parallel to the roadway on campsites large enough to accommodate, provided that they are in compliance with the specifications (A-F) above.

Camping units may be placed back onto permanent campsites, which are located below spillway elevation anytime after March 1, providing a current storage agreement is in effect

The MWCD reserves the right to direct the location of the camping unit where conditions require.

C.2 TRAILER SIZE AND ACCESSIBILITY

Trailers must be kept in a readily moveable state, on wheels and roadworthy (i.e. tires inflated, on rims, towable) at all times. Trailers exceeding thirty-five (35) feet in length are permitted only in specific areas. Trailers must be leveled in a safe manner subject to approval by the MWCD. Pick-up units may be set on the ground only if the campsite is above spillway elevation and the unit is properly secured.

C.3 OCCUPANCY OF CAMPING UNIT

Trailers and other camp shelters must not be left unattended in MWCD camp areas for a period in excess of twenty-four (24) hours during the winter season except as in accordance with a winter storage agreement.

C.4 APPEARANCE OF CAMPSITE

Campsites and camping units must be regularly maintained in order to present a clean and pleasing appearance. Inoperable watercraft, unlicensed or inoperable motor vehicles or other items, which may be deemed a nuisance by the Park Manager or Assistant Park Manager, are not permitted.

Failure to maintain the campsite in proper appearance may result in park staff performing said duties and assessing the permit holder for the actual cost of performance of said duties based upon the approved hourly rate.

C.5 FILLING POTABLE WATER TANKS

Campers wishing to fill the potable water holding tank(s) in their camping unit from the park water system may do so provided they make no changes or alterations to the park plumbing fixtures, and provided that an approved anti-siphon device is installed between the camping unit and the park water fixture.

It is strictly prohibited to attach a garden hose or similar device to a park water system for the purpose of rinsing wastewater or sewage-holding tanks.

C.6 PROPANE TANKS

No tank used to contain propane or liquefied petroleum gas may exceed a 50-pound rating. There shall be no more than two (2) tanks attached to a camping unit at one time.

Propane tanks must be attached to the trailer or camping unit in the manner specified by the manufacturer, or in a cradle specifically designed to hold propane tanks to camping units. Freestanding tanks are not permitted.

D.1 BOATS

All watercraft anchored, tied or stored overnight upon MWCD property shall display a decal furnished by the MWCD. This decal shall be affixed upon the stern of the watercraft in such a location that only a valid decal is visible at all times. Said decal shall be valid for the duration of the camping permit, or from April 1 to October 31 of the year issued (whichever applies).

Boats must be registered to the camping permit holder or immediate family member. Proof of ownership is required prior to receiving a boat decal.

No boat decals shall become effective prior to the effective starting date on the camping permit nor shall the effective ending date exceed the expiration date on the owner's camping permit.

Campers with a second boat are required to purchase a "second boat" decal. Short-term and seasonal decals are available at an additional fee. Decals will not be issued for more than three (3) boats per campsite. Third boat decals may be purchased on a daily or seasonal basis and the watercraft must be less than 11' and docked on a campsite or approved area.

Boats are to be stored on a campsite or at an area designed for such storage by the parks.

D.2 MOTOR VEHICLE OPERATING AND PARKING RESTRICTIONS

Vehicles may not be operated or parked on MWCD lands except where roads or parking areas are provided (Ref. - MWCD Rule 2.07 (A)). Vehicles in violation of this regulation may be removed in accordance with Rule 1.12 of the MWCD Rules and Regulations.

D.3 OPERATION OF MOTOR VEHICLES IN CAMPGROUND

Motor vehicles shall be operated in MWCD campgrounds for the purpose of transportation to and from the campsite only.

D.4 REMOVAL OF VEHICLES

Any motor vehicle found by a duly authorized agent stopped, parked, standing or unattended, in a lake park area, after the daily closing hours of said area may be removed by said agent in accordance with Rule 1.12 of the MWCD Rules and Regulations.

D.5 BICYCLES, MOPEDS, SKATEBOARDS, SCOOTERS AND ROLLER BLADES

Bicycling, skateboarding and roller blading is permitted throughout the park. Bike riding, skateboarding and roller blading on park roadways is permitted, but close attention must be paid to all other vehicle traffic. Parents are urged to teach their children safe bicycle operating practices, as well as to monitor their children's bicycling, skateboarding and roller blading activities.

Bicycling, skateboarding and roller blading are not permitted after dusk.

Mopeds are also permitted in the parks, provided that the moped is operated pursuant to ORC 4511.521 and all applicable safety laws.

Bicycle riders, as well as moped operators, must obey the same traffic laws that apply to operators of motor vehicles, including obeying traffic signs and signals, traveling in the same direction as the rest of the traffic, signaling turns, and yielding the right-of-way.

Motorized scooters powered by gas or electric engines are strictly prohibited from the park campground areas.

D.6 OPERATION OF SNOWMOBILES, GOLF CARTS, ATV'S, AND TRAIL BIKES

These rules shall be in addition to and supplement the state traffic laws which are in force and which are incorporated herein and made a part hereof. (Ref. - MWCD Rule 2.08)

Snowmobiles, golf carts, all-purpose vehicles and trail bikes may not be operated on MWCD property without the written permission of the MWCD. (Ref. - MWCD Rule 2.08)

D.7 WHEELCHAIRS

Wheelchairs and motorized wheelchairs (as defined in R.C. § 4511.01 (EEE)) are permitted anywhere in the park where foot

traffic is permitted. “Motorized wheelchair” means any self-propelled vehicle designed for, and used by, a handicapped person and that is incapable of a speed in excess of eight (8) miles per hour. Special permits for the use of golf carts for mobility will no longer be issued but may be used in accordance with Guideline D.8. Persons with existing permits for the use of golf carts may continue using those vehicles until September 1, 2010, so long as they maintain compliance with the terms of those permits. Thereafter, all such permits are cancelled.

D.8 GOLF CARTS

Policy

The MWCD will allow the use of golf carts on MWCD public roadways and other approved areas within its landholdings, in compliance with the direction of the Ohio Department of Public Safety Bureau of Motor Vehicles (BMV), the Ohio Revised Code (ORC), the Ohio Administrative Code (OAC), and MWCD rules. For this policy, MWCD public roadways include roads designated for public use in MWCD parks and campgrounds, MWCD cottage site residential areas, MWCD marinas, and Atwood Resort. For this policy, MWCD public roadways do not include dedicated Township, County, State, or Federal roadways and/or highways, because use of golf carts on these roads is under the jurisdiction of the Township, County, State, or Federal governments (a copy of the MWCD Operational Policy entitled “Use of Golf Carts,” is available upon request.

Guidelines

Introduction

These guidelines are intended to regulate the use of golf carts on MWCD land. The Ohio Department of Public Safety, Bureau of Motor Vehicles states that most golf carts are Underspeed Vehicles (USV), and defines a USV as: “a four-wheeled vehicle other than a truck that either is originally designed and constructed with a top attainable speed of 20 mph or less, or is not originally designed and constructed for operation on a street or highway.” Also, in 1990 the Ohio Attorney General described a golf cart as “a four-wheeled motorized vehicle that is designed and manufactured for the primary purpose of transporting people and equipment on a golf course,” and concluded that a “golf cart may not lawfully be operated on public streets and highways unless it satisfies the statutory requirements that are applicable to motor vehicles.” For these guidelines, the above descriptions of a golf cart will apply.

According to the Ohio Attorney General’s office, the National Highway Traffic Safety Administration (NHTSA) has observed that most unmodified golf carts can achieve a maximum speed of less than twenty miles per hour, and the agency has declined, therefore, to develop Federal Motor Vehicle Safety Standards (FMVSS) with which such golf carts must comply. There are other types of vehicles similar to golf carts designed to reach speeds of between twenty to twenty-five miles per hour that are manufactured to meet FMVSS, and are licensable from the factory without need for further modification. These guidelines do not regulate such vehicles.

MWCD Public Roadways

The operation of golf carts on public roadways within MWCD landholdings is a privilege and not a right. All persons requesting a permit must execute a release/waiver document. The MWCD reserves the right to change the requirements for, or the regulation of such operation, including this policy at any time, based on the discretion of the Board of Directors. In order for someone to operate a golf cart on an MWCD public roadway, the following requirements must be met:

1. The MWCD chief law enforcement officer, or his or her designee, provides the applicant a certificate of inspection regarding the inspection requirements of the Ohio Administrative Code (OAC) Chapter 4501:2-1. The officer also provides an inspection sticker indicating the date the cart was inspected and that it passed inspection. The sticker is to be placed on the cart, in a location approved by the MWCD. The cart must have:
 - a. Rear taillight (ORC 4513.05)
 - b. A light to illuminate the license plate so that the plate is legible from a distance of 50-feet (ORC 4513.05)
 - c. Two or more stop lights (ORC 4513.071)
 - d. Two headlights (ORC 4513.04)
 - e. A horn (ORC 4513.21)
 - f. A rear view mirror (ORC 4513.23)
 - g. A windshield (glass or safety glass) (ORC 4513.24)
 - h. Directional signals (ORC 4513.261)
 - i. Two license plates (ORC 4503.21)
2. The applicant takes the inspection certificate to the Clerk of Court’s title office in any Ohio county. The clerk will verify that the inspection certificate accompanies the title evidence and the vehicle inspection requirements of OAC 4501:2-1. If verified and everything else is in order, the clerk should issue the title.
3. The applicant obtains insurance for the cart. Proof of insurance is required per ORC 4509.101.
4. The applicant will take the title to a deputy registrar in any county. If all is in order, the deputy registrar will issue license plates.
5. A valid drivers license is required for any operation of a motor vehicle on any public or private property used by the public (ORC 4507.02(A)(1)).
6. The cart may then be operated on MWCD public roadways and other approved areas within MWCD landholdings in accordance with Ohio Revised Code (ORC) Chapter 4511, MWCD rules, and with the equipment required by ORC Chapter 4513.

Off-Road

The granting of a special-use off-road permit to operate a golf cart off of public roadways within MWCD landholdings is a privilege and not a right. The MWCD reserves the right to change the requirements for, or the scope of, such permits or this policy at any time, based on the discretion of staff and the Board of Directors. All persons requesting a permit must execute a release/waiver document. Any permit may be revoked for: failure to follow the limitations prescribed for the permit, or for reckless or negligent operation of an off-road permitted vehicle, or the loss of viability of the underlying disability placard that is required for permits issued in MWCD parks or campgrounds, or other reason for cause, in the discretion of management of the MWCD. A valid drivers license is required for any operation of a motor vehicle on any public or private property used by the public (ORC 4507.02(A)(1)).

In order for someone to operate a golf cart off of a public roadway within MWCD landholdings, the following requirements must be met:

MWCD Parks/Campgrounds

1. A special-use off-road permit may be issued by the park manager, or his or her designee, to MWCD campground residents who qualify for and have obtained a disability placard from the BMV. This permit will allow the applicant to take the golf cart off of an MWCD public roadway to specific locations and under certain conditions, as detailed on the permit. The applicant's permit must be kept with the cart, and presented when requested by a law enforcement officer or MWCD agent. Only one active permit per campsite is allowed.
2. In the event the MWCD determines off-road golf cart traffic is detrimental to ground conditions, for example, by increasing erosion, it may require the applicant to cease cart operation, relocate cart operation, or make necessary improvements to remedy the problem.
3. There are non-public roadways, typically "service roads", in MWCD parks and campgrounds, accessible only to authorized MWCD personnel.

D.9 WASHING VEHICLES

Washing of any vehicle, boat, camping unit, or bike at a dump station is not permitted. Use of a garden hose on the park water system for the purpose of washing a camping unit or other vehicle is also not permitted. Guidelines set forth by the Ohio State Health Department places limitations on use of garden hoses on campground water supplies, other than for filling of drinking potable water tanks. These guidelines are to safeguard against the chance of a foreign liquid being "siphoned" into the water system and polluting it. Certain parks permit camper washing on designated days. Contact park office for information.

D.10 SPEED LIMIT IN PARK

Motor vehicles shall not be operated at speeds greater than the posted speeds in camp areas and lake park areas. (Ref. - MWCD

Rule 2.06)

E.1 PETS IN CAMP AREAS: LEASH REQUIREMENTS/REGISTRATION

Pets are permitted in designated areas ONLY, and shall be confined to the camping unit, or kept on a leash attached to the camping unit, or held in hand. Said leash shall not exceed six (6) feet from hand/camping structure to the animal. (Ref. - MWCD Rule 1.09) Pets should never be tied to a tree. Owners are responsible for the actions of their pet(s). Owners must clean up after their animal(s).

Pets must be registered on the camping permit as to name, breed and date of last rabies vaccination.

No pet shall be allowed to cause any nuisance.

No dangerous or vicious dogs are permitted on MWCD properties, as defined in Ohio Revised Code, Section 955.11.

E.2 REMOVAL OF PROBLEM PETS

A duly authorized agent may direct that any animal(s) be removed from MWCD property if said animal(s) is menacing, disturbing the peace, or creating a nuisance. Said agent may arrange for the removal of said animal(s) by the proper authorities. (Ref. - MWCD Rule 1.09)

E.3 HORSEBACK RIDING ON MWCD PROPERTY

Horseback riding on MWCD property is prohibited except on designated trails. Horses are prohibited in non-designated areas of the campgrounds without written permission. (Ref. - MWCD Rule 2.10)

F.1 TRASH AND SOLID WASTE REMOVAL/RECYCLING

Scheduled pickup service is provided for all park provided trash receptacles. To promote more sanitary conditions, it is required that all trash be placed into plastic garbage bags before depositing into the trash receptacle.

Recycling programs are available at all MWCD parks. Information about these programs may be obtained from the park office.

F.2 MOWING OF CAMPSITES

Seasonal, and 30-day permit holders are responsible for the appearance of their campsite. This includes mowing and trimming of grass on the campsite. MWCD staff will mow a seasonal campsite while mowing in the area, if requested to do so. Seasonal campsites will be mowed provided that an occupant of the campsite is present during the mowing. All personal property and belongings must be moved by the owner to a secure location prior to park staff mowing the campsite.

F.3 PUMP OUT SERVICE

Tickets for trailer tank pumping may be purchased on a daily or seasonal basis. Check with the park office or registration office

to see if this service is offered in your park and/or to determine the pumping schedule.

F.4 WASTE WATER - SEWAGE DISPOSAL

Campers shall use the sanitary facilities provided for public use and shall not cause any nuisance or unsanitary act upon MWCD property. (Ref. - MWCD Rule 1.04)

Trailers or other camp shelters having plumbing fixtures will not be permitted in any MWCD camping area unless drain lines are sealed so that no waste can be discharged in the camping area.

The use of unsealed containers for the collection of wastewater or sewage is prohibited. Wastewater (dishwater or wash water) may be disposed of in drains that are identified by signs for that use.

Raw sewage or any liquid containing septic material may only be disposed of at trailer dumping stations, or other locations designed specifically for that use. Please note that water fixtures located at dumping stations are designed for flushing holding tanks, drain lines, etc. These fixtures should never be used to fill potable water holding tanks.

Drains with signs indicated "fresh water only" are not designed to receive wastewater or sewage, and should never be used for that purpose.

F.5 TRAILER RELOCATION

A trailer relocation service is available through the park for those individuals requiring assistance in the transfer of their camping unit to another location within the park. This service may be limited due to the availability of equipment at each park location. A fee will be assessed for this service. Arrangements should be made with park staff at least 24 hours prior to the relocation date in order to schedule the transfer.

F.6 HUNTING AREAS

Public hunting is permitted on MWCD property. Lake maps may be obtained through the MWCD's main office in New Philadelphia, Ohio, or at the nearest lake park office. These maps are color-coded showing water areas, residential areas, and public hunting areas. State hunting regulations prevail on MWCD properties and are enforced by the Ohio Division of Wildlife MWCD Rangers.

Duck blinds may be constructed on MWCD grounds no earlier than two (2) weeks before the opening of waterfowl season and shall be removed by March 1. Each duck blind must have the owner's name, address, and telephone number displayed in a conspicuous place in a waterproof container. (Ref. - MWCD Rule 3.16 (A))

Falconry is permitted on MWCD lands in accordance with the regulations of the State of Ohio, Division of Wildlife.

F.7 MESSAGES AND MAIL

Park staffs are trained to handle the receipt of phone messages, as well as the follow-up on the delivery of the message to the park guest. Messages that are expressed as being of emergency nature with the emergency stated will be handled with immediate attention. Any message received that is not a stated emergency will be delivered at the earliest convenient opportunity by park staff.

If campers wish to receive mail they should acquire a post office box in the area. The MWCD will not be responsible for mail that arrives at the park, it will be returned to the sender.

F.8 EMERGENCIES

When a situation of an emergency nature occurs, it is important to contact a member of the park staff immediately. Most MWCD vehicles and stations have two-way radios that facilitate contacting outside emergency help. Many of our staff members are trained to administer emergency first aid and CPR. All public telephones in our park areas have the telephone numbers for the park, ambulance service, fire department, and the county sheriff's department. Remember, when reporting an emergency: state your name, the nature and severity of any injury and location of the emergency.

F.9 CAMPER ASSISTANCE PROGRAM

The Camper Assistance Program (CAP) is designed to provide a means of involving people with special interests or skills, or who just want to be involved in park operations and activities. Anyone interested in participating in the program should contact the park office for more details and an application.

F.10 CAMPSITE TRANSFER PROCEDURE

Camping permit holders at MWCD parks occasionally desire or have need to sell their camping units for various reasons. At times it would be advantageous for the buyer, seller, and the MWCD to be able to transfer the camping permit to the buyer. Transfers may be permitted under the following circumstances:

1. Seller and Buyer must notify the park office of transfer and the buyer must pay a transfer fee.
2. Transfer must occur prior to the expiration of seller's camping permit.
3. The buyer will assume the campsite for the current season ONLY, and will not be guaranteed the option of renting that site the following year.
4. In the event that the buyer has a current camping permit, he or she must pro-rate that permit to reflect the current site rate.
5. In the event the buyer does not have a current camping permit, the buyer must assume the seller's permit through the payment of the transfer fee. Payment of this transfer fee will guarantee the buyer the option of a seasonal campsite the following year, however, will not guarantee that specific site.

Any campsites transferred during the camping season will be required to attend a transfer lottery held after the first lottery on April 1. Transfers that occur during the duration of a valid

camping permit will be guaranteed seasonal designation for the following year, however, not guaranteed the specific site on which the transfer occurred.

Failure to pay transfer fees prior to permit expiration will result in the loss of "seasonal designation" and will require buyer to participate in the new seasonal lottery and may result in the inability to obtain a seven-month seasonal permit the following year.

G.1 ALCOHOL

No person shall overtly and publicly consume or display the presence of any beer or intoxicating liquor, as defined in O.R.C., Section 4301.01, in any unauthorized area administered by the MWCD. No person under the influence of alcohol shall enter or remain on MWCD property. (Ref. - MWCD Rule 1.06)

G.2 DRUGS: USE, POSSESSION, AND CONSUMPTION

No person shall possess, use or consume a drug of abuse, as defined in O.R.C., Section 3719.011, in any area administered by the MWCD. No person under the influence of a drug of abuse shall enter or remain on MWCD property. (Ref. - MWCD Rule 1.07)

G.3 PERSONAL PROPERTY, STORAGE OF

No private property shall be stored on MWCD property except with written permission from the MWCD. Any property found stored on MWCD property without written permission shall be deemed abandoned and handled in accordance with MWCD Rule 1.11.

G.4 PERSONAL PROPERTY, IMPOUNDMENT OF

Any personal property impounded by the MWCD shall be held by the MWCD for a period of fourteen (14) days. Said property may be claimed by the owner during this period upon payment of a storage fee set by the MWCD plus the actual cost incurred in the removal of said property. If property is not claimed at the end of fourteen (14) days, said property will be disposed of in accordance with MWCD policy. (Ref. - MWCD Rule 1.12) Impound fee will be \$10.00 per day.

G.5 METAL DETECTORS, USE OF

The use of metal detectors on MWCD property is prohibited, unless a permit has been obtained. (Ref. - MWCD Rule 2.09)

G.6 SOLICITING - FOR SALE SIGNS/CAMPERS AND BOATS

Selling, vending, peddling, and distributing of any merchandise or property and the placing or distribution of advertising matter, literature, or other printed matter on MWCD property is prohibited without the expressed written permission of the MWCD. (Ref. - MWCD Rule 1.05) This includes but is not limited to:

- 1) Selling of craft items from your campsite.
- 2) Yard sales.
- 3) Placing of signs or advertisements on MWCD property.
- 4) Soliciting for donations or peddling items or propaganda.

Campers wishing to display personal identification signs may do so, provided they are attached to the camping unit.

Campers wishing to sell their camping unit are permitted to place a for-sale sign on the inside window of their camping unit.

G.7 COMPLAINTS, COMMENTS AND SUGGESTIONS

We welcome your comments whether it is a suggestion, a compliment or a complaint.

Complaints - We try to serve all our camping guests to the best of our abilities, but sometimes we fall short of that mark. Your complaints serve as a reminder to us that we might not consistently be doing our best.

If your complaint is about something minor and can be easily corrected, feel free to contact any member of the staff who can help you. If you feel that you need to talk to someone with more authority, you may want to talk to a department supervisor, Park Manager or Assistant Park Manager. If you are uncomfortable voicing your complaint to any of the park staff, feel free to contact our main office, however, we do ask that you make every attempt to resolve your complaint on the level closest to the source of the problem.

Comments - In an effort to make it easy for you to express your comments about our facilities, you will find comment cards located at most sales counters or registration windows. Cards are pre-addressed and postage paid for your convenience.

Revised 2/19/2010

Atwood Lake Park

(330) 343-6780
atwood@mwcd.org

Charles Mill Lake Park

(419) 368-6885
charlesmill@mwcd.org

Pleasant Hill Lake Park

(419) 938-7884
pleasanthill@mwcd.org

Seneca Lake Park

(740) 685-6013
seneca@mwcd.org

Tappan Lake Park

(740) 922-3649
tappan@mwcd.org

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MWCD MISSION STATEMENT
 Responsible stewards dedicated to conservation, recreation and flood control in the
 Muskingum River Watershed, striving to enhance the quality of life in the region.