



Temporary Park-Camp Requirements

Plan Submission

- Provide written verification from the fire department having authority where the camp is located, that the camp has adequate fire protection and that such has been explained to the fire department.
- A legal description of the park or camp-including travel instructions for locating the park-camp is required .
- A description of the clean water facilities (city water, private well water, hauled water, etc.). If you are using well water, you must provide a copy of the latest Coliform bacteria test results.
- A description of the waste water facilities (your plans for disposing of waste water). Remember that waste water includes water from showers, toilets, sinks, laundering, and dishwashing areas.
- A description of the solid waste collection and disposal facilities (your plans for solid waste collection and transportation off-site).
- A vicinity map including the following information:
 1. The total area and dimensions (in square feet) of the park-camp.
 2. Maximum density of the park-camp (total number of allowable camping units).
 3. The number, location, layout, and size of all camp sites.
 4. The location of all roadways and walkways.
 5. The location and purpose of all permanent buildings
 6. The location and purpose of all buildings, gathering tents, etc. that will be constructed or erected for the park-camp.
 7. The location of all sanitary facilities (including but not limited to toilet facilities, shower facilities, and dishwashing facilities).
 8. The location of all clean water facilities.
 9. The location of all waste water facilities.

-Required Number of Toilet Facilities-

SITES	Men – Urinals	MEN – Toilets	WOMEN - Toilets
5 – 15		1	1
16 – 30	1	1	2
31 – 60	1	2	3
61 – 90	2	2	4
91 – 120	2	3	5
121 – 150	3	3	6
151 – 200	4	4	8
201 – 300	5	5	10
301 – 400	6	6	12
401 – 500	7	7	14
501 – Up	Add 1 per 200	Add 1 per 200	Add 2 per 200

- Toilet facilities shall be located so that no site is farther than 1,000 feet walking distance from such facilities;
- Toilet facilities be properly designed, constructed, and maintained. In addition to standard water closets and fixtures, vault privies and portable toilets are acceptable for use at parks or camps

Solid Waste

- Storage and collection of solid waste must be done in a manner that does not create a public health nuisance nor provide harborage for pests/insects.
- Central collection bins for solid waste must be durable, watertight, easily cleanable, and have tight-fitting covers/lids.
- The number of solid waste collection containers must be adequate to meet the peak demand of disposal between pick-up days.
- Solid waste must be removed from the park-camp by a licensed solid waste hauler at least once every seven (7) days and when all collection bins are full.

Safety, Electrical and Lighting

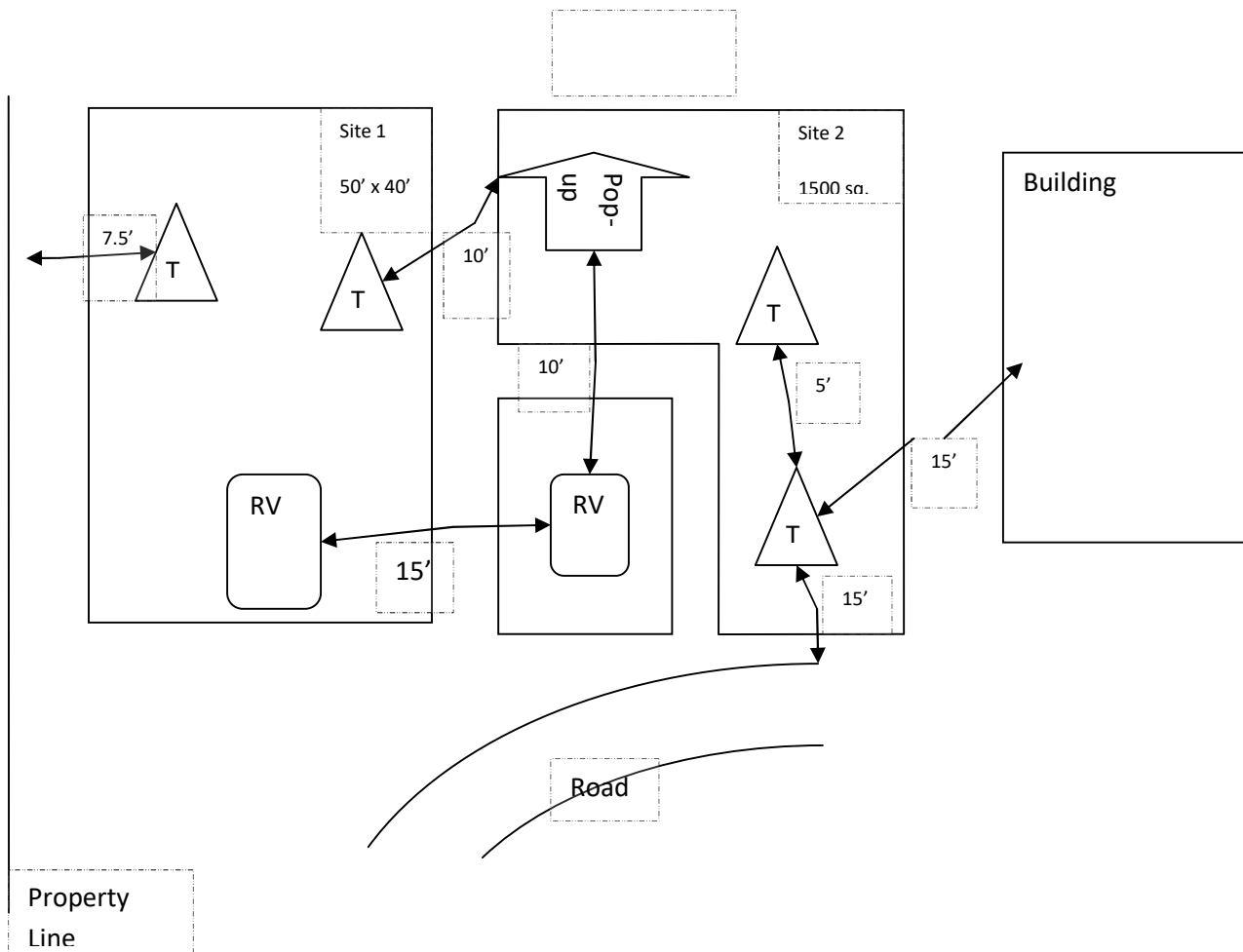
- Firefighting equipment must be provided according to the requirements of the Fire Department in that jurisdiction.
- A sign indicating the location of a telephone (or the directions to the nearest telephone) must be posted in an easily-seen location in the park-camp. Emergency phone numbers of the local police, sheriff, and fire/rescue must be provided at the phone.
- A first aid kit must be present and accessible with at least:
 1. Disposable gloves
 2. Gauze (or other approved material to stop bleeding)
 3. Material to clean cuts/abrasions
 4. Bandages to cover cuts/abrasions
- A log of all injuries requiring medical attention must be maintained at the park-camp. All cases of domestic or wild animal bites must be **immediately** reported to the Health District.
- If pets are allowed in the camp, owners must register the pets with the park-camp operator.

Water Supply

- A water supply for human consumption is not required at a temporary park-camp. However, when such a water supply is provided, it shall be of adequate quantity and shall be from an approved source.
- Each individual site, portable camping unit or recreational vehicle in a temporary park-camp that has a connection to a potable water supply shall be equipped with a backflow prevention device at the source and at the points of connection.
- All water hoses used for human consumption in a temporary park-camp must be rated for potable water use only. Garden hoses are not suitable for potable water.

Density and Spacing (number and placement of campers)

- A “camping unit” is defined as a recreational vehicle (RV), tent, or portable sleeping equipment (such as a pull-along pop-up camper).
- A camp “site” is a subdivision of the park-camp where camping units are placed.
- Spacing requirements for camping units (graphical example below):
 1. At least 15 feet between any side of an RV and another camping unit on an adjacent site.
 2. At least 10 feet between any end of an RV and another camping unit on an adjacent site.
 3. At least 10 feet between any camping unit and another camping unit on an adjacent site.
 4. At least 5 feet between any camping unit and another camping unit on the same site.
 5. At least 15 feet between any camping unit and any building, roadway, street, or alley.
 6. At least 7.5 feet between any camping unit and the park-camp property line.
- Spacing requirements for sites:
 1. Each site must be at least 1,000 square feet.
 2. Each site may have no more than:
 - ▶ One RV and two tents/portable units, OR
 - ▶ Three tents/portable units
 3. Each site must have separate, direct access. For example, a site’s only access point (from a trail or road) may not pass through another site.



Temporary Campground Application for Plan Review and License to Operate

Name of Temporary Campground			Health District		
Address of event			<p align="center">Directions: (please print)</p> <ol style="list-style-type: none"> Complete <u>one application</u> for each temporary campground event; Sign and Date the application; Include the required items for review per OAC 3701-26-05(C)(10) License will not be issued until plan review is approved. Contact Local Health District to obtain the license fee amount. 		
City/Zip					
Start date	End date	# of days for this event (≤7 days)			
Name of Owner / Licensee					
Address					
City/ State /Zip					
Phone #		E-mail			
Number of sites proposed	Water Supply Public PWS Private N/A			Type of Sewerage System Municipal Dump Station(s) Septage Hauler	
Fires permitted on campsites? Yes No		PWS name: Local Fire District			

Person to Contact regarding inspections, maintenance, or emergencies, if different from licensee.

Name	Phone #	E-mail
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I hereby certify that I am the licensee, or the authorized representative of the establishment listed above, and agree to abide by the rules that apply for this license. I certify that the information provided is a true and accurate statement of the facts.

Signature	Date
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Check or money order for the license fee, payable to:

Return the fee and application to:

<i>(Licensor to complete: either pre-printed, or with a label or stamp)</i>	Health District	
	Street address	
	City	
	Zip	Phone #

LOCAL LICENSING AUTHORITY TO COMPLETE BELOW

Date Plan Review Application Rec'd:	Date Plan Review Approved:	Number of Days Licensed this Year (including this event):
Plan Review Approved by:	Number of sites approved:	License Fee: \$

Application approved for license as according to the applicable sections of the Ohio Revised Code

Processor:	Date payment received:	Date Processed:
License Audit No.	Health District License No.	

Each plan submittal shall include the following prior to the start of the plan review per OAC 3701-26-05(C)(10):

1. Signed Temporary Campground Application for Plan Review and License to Operate Form HEA 5336;
2. Site Evaluation Report, ODH HEA 5228 completed and signed by the licenser (local health district);
3. Written verification by the fire protection authority that has jurisdiction in the area that adequate fire protection can be provided to the campground;
4. **Two sets of drawings * to include:**
 - a. Layout of temporary campground;
 - b. Plot plan showing location, number, and size of sites;
 - c. Internal access or camp roads;
 - d. Detail of water supply (if provided);
 - e. Detail of sewerage system;
 - f. Detail of water and sewer hookup at individual sites (if applicable);
 - g. Method and layout of electrical distribution system including individual service connections;
 - h. Location of shower facilities (when provided);
 - i. Location, number, and type of toilet facilities;
 - j. Location, number, and details of gray water recycling system;
 - k. Location, number, and details of dump station(s);
 - l. Variance or waiver requests (if needed) must be received by the Ohio Department of Health (ODH) for review at least 90 days prior to the event.

Temporary Campground applications are to be submitted for review to the local health district having jurisdiction.

*Reproductions from other documents are acceptable if legible. Drawings should be scale.

Note - the applicant assumes responsibility for obtaining any permits that may apply to the construction and/or development of this temporary campground.