



# Guidelines for Special Event Campgrounds

## **Definition of a campground:**

A parcel or tract of land owned by a person, state or local government, which is designated, maintained, intended or used for the purpose of providing sites for non-permanent overnight use by four or more camping units, or by one to three camping units if the parcel or tract of land is represented as a campground.

A special event campground must be in conjunction with a special event. Examples of a special event are: concerts, festivals, holiday celebrations, fairs or other events approved by the Department for a maximum of seven consecutive nights.

## **Do I need a permit?**

If you plan to provide overnight camping in conjunction with a special event then an application and fee must be submitted to the Department or its agent no later than 14 days prior to opening.

A separate license and fee is required for each event. The maximum duration of the event is seven days.

## **What are the requirements?**

### **Water:**

Water, which is safe for human consumption, shall be provided in a manner approved by the Department or its agent. Examples include: municipal water, well water tested safe for bacteria & nitrate, or bottled water. Water must be available to campers for drinking, cooking, cleaning and washing in order to protect the overall public health. Charging a fee for water is not acceptable.

Drinking water must be transported in food grade sanitized containers. Drinking water may also be provided from a hose bib extending from a house or garage, providing a food grade hose is used and the water is from a safe source. Backflow preventers shall be provided on all outlets that supply drinking water.

### **Toilets:**

The number of toilets shall comply with current Department of Commerce codes. Toilets shall be fly-tight, vermin proof, have impervious floors, seat risers, self-closing doors and privacy locks.

### **Wastewater disposal:**

Sewage, which includes all liquid and water carried wastes from sinks, bathing and toilet facilities, may not be discharged to the ground surface. Wastewater shall be disposed of to an approved sanitary system and in a manner that does not create a nuisance.

### **Density:**

There may be no more than 50 campsites per acre.

### **Garbage containers:**

Garbage containers shall be sufficient enough in number to hold the garbage that accumulates.

Containers are to be emptied regularly to avoid the attraction of insects and rodents.