



Ohio Administrative Code

Rule 3701-25-04 Resident camp plan review package submission and design requirements.

Effective: January 1, 2022

(A) No person shall construct, substantially alter or operate an existing unpermitted resident camp until both of the following have occurred:

(1) The proposed location of the resident camp has been evaluated by the board of health under paragraph (B) of this rule; and

(2) The plans for construction or alteration have been submitted to the board of health for review, in accordance with paragraph (C) of this rule, and have been approved by the board of health, in accordance with rule 3701-25-02 of the Administrative Code.

(B) Site evaluation. Before submitting a plan review package under paragraph (C) of this rule, any person who wishes to construct, substantially alter, or operate an existing unpermitted resident camp shall request a site evaluation of the proposed location, to determine its suitability, by the board of health.

(C) Plan review package. The operator shall submit a plan review package for any newly constructed, substantially altered or existing unpermitted resident camp. The plan review package shall include:

(1) The name, address, telephone number, and e-mail (if available) of the resident camp owner, operator, and a person to contact with regard to the plans; and

(2) A site plan of the entire resident camp layout and specifications shall be legible, drawn reasonably to scale, and shall include:

(a) The area, dimensions, and elevations of the tract of land;

(b) Entrance and exit roads, access roads, and trails;



- (c) All existing buildings and any proposed structures within the resident camp;
 - (d) Swimming facilities, including swimming pools and other bathing places, if applicable;
 - (e) Design and design plans for drainage of surface and storm waters, if applicable;
 - (f) Details and specifications of the water system;
 - (g) Details and specifications of the sewage collection and treatment system, if applicable;
 - (h) Details and specifications of the gray water recycling system, if applicable;
 - (i) Location and method of storage, collection, and disposal of solid waste; and
 - (j) The location and details of the lighting and electrical systems, if applicable.
- (D) The board of health, upon request of the person submitting the plans and specifications for approval, may waive submission of any of the items required by this rule if it is determined that they are not necessary. The board of health may request additional information and may return incomplete plans to the applicant without review. The plans shall be acted upon within thirty days after the date of receipt of the information required of this rule.
- (E) The plans shall be accompanied by all of the following documents:
- (1) A copy of the completed site evaluation form issued by the board of health under paragraph (B) of this rule;
 - (2) Written verification from the local zoning authority that the land use has been zoned and approved for the development of a resident camp, if applicable;
 - (3) Written verification that all proposed buildings in the resident camp meet applicable state or local building requirements;



(4) Written verification by the fire protection authority that has jurisdiction in the area, that the resident camp has adequate fire protection;

(5) Written verification by the municipal corporation, or board of county commissioners for unincorporated areas, that the proposed new construction or substantial alteration will comply with the municipal or county flood plain ordinances or resolutions and local flood plain requirements; and

(6) Written verification that the plans for the sewerage system and the water supply system have been approved by the Ohio environmental protection agency (OEPA) or the board of health depending on which entity has jurisdiction.

(F) All resident camps shall be designed to meet the following criteria:

(1) Water supply requirements:

(a) Water of adequate quantity for human consumption shall be provided from:

(i) A public water system that meets the requirements of Chapter 6109. of the Revised Code and the rules adopted thereunder; or

(ii) A private water system that meets the requirements of section 3701.344 of the Revised Code and the rules adopted thereunder.

(b) Water used for the flushing of holding tanks or toilets may be from a supply that does not meet the requirements of paragraph (F)(1)(a) of this rule if all outlets from the supply are clearly and indelibly labeled to the effect that the water is "unsafe for human consumption".

(2) Sewerage system requirements:

(a) All sewerage systems shall meet the standards of Chapter 3718. or 6111. of the Revised Code; and



(b) When the services of a registered septage hauler are utilized by the resident camp for the ultimate disposal of sewage pumped from holding tanks, a current service agreement shall be kept on file on the premises by the operator and shall include the dates of any services performed for a period of three years.

(3) Gray water recycling system requirements:

(a) The gray water recycling system shall meet the standards of section 3718.02 of the Revised Code and the rules adopted thereunder, or Chapter 6111. of the Revised Code, as appropriate, and the following:

(i) Located no farther than two hundred feet walking distance; and

(ii) Direct or indirect connection of any pipe, hose or direct discharge from any portable camping unit or other source to a gray water recycling system is prohibited.

(b) A gray water recycling system shall consist of one of the following, except as provided in paragraph (K)(2) of rule 3701-25-03 of the Administrative Code:

(i) An individual connection to an approved sewage collection system; or

(ii) A gray water recycling system approved by the board of health.

(4) All toilet facilities shall be:

(a) Constructed in accordance with section 1210 of the Ohio building code, found in rule 4101:1-12-01 of the Administrative Code;

(b) Provided to the general resident camp population in an adequate number, in accordance with rule 4101:1-29-01 of the Administrative Code;

(c) Properly located in accordance with the approved plans;



- (d) Provided with self-closing doors or modesty shields at the entrances and exits;
- (e) Provided with floors that are easily cleanable, slip resistant, impervious to moisture, and self-draining;
- (f) In designated locations with appropriate signage in accordance with paragraph (F)(4)(d) of this rule. During night hours all toilet facilities shall be lighted by artificial lighting;
- (g) Constructed in accordance with Chapter 3718 of the Revised Code for the following:
 - (i) Vault privies shall be constructed of a water-tight holding tank capable of holding a minimum volume of one thousand gallons;
 - (ii) Pit latrines are not permitted. Pit latrines in existence on or before January 1, 2015, are permitted in primitive camp areas unless either of the following is the case:
 - (A) The camp is substantially altered or expanded in such a manner that plan approval is required under rule 3701-25-02 of the Administrative Code; or
 - (B) The board of health determines that a nuisance exists.
- (5) All handwashing facilities shall be:
 - (a) Equipped with water that is safe for human consumption;
 - (b) Constructed in accordance with section 1210 of the Ohio building code, found in rule 4101:1-12-01 of the Administrative Code;
 - (c) Provided to the general resident camp population in an adequate number, in accordance with rule 4101:1-29-01 of the Administrative Code; and
 - (d) Illuminated by artificial lighting during night hours and the location indicated by suitable signs.



(6) When shower facilities are provided they shall be:

(a) Equipped with water that is safe for human consumption;

(b) Constructed in accordance with section 1210 of the Ohio building code, found in rule 4101:1-12-01 of the Administrative Code;

(c) Provided to the general resident camp population in an adequate number, in accordance with rule 4101:1-29-01 of the Administrative Code;

(d) When used by more than one family at one time or by non-family groups, separate facilities shall be provided for each sex. If shower facilities for each sex are in the same building, they shall be separated by solid walls or partitions extending from the floor to the ceiling. Shower building entrances and exits shall be provided with self-closing doors or modesty shields;

(e) Provided with floors that are easily cleanable, slip resistant, impervious to moisture, and self-draining; and

(f) Illuminated by artificial lighting when in use during night hours and the location indicated by suitable signs.

(7) Containers for the collection and storage of solid wastes shall be provided and be durable, watertight, non-absorbent, easily cleanable, and shall have tight-fitting covers.

(8) Electrical requirements:

(a) All electrical work within a resident camp shall be installed in accordance with rule 4101:1-27-01 of the Administrative Code or the local code, whichever is more stringent, with written certification by a licensed contractor; and

(b) Whenever electrical service is available to the resident camp, all public service buildings shall be provided with external lighting sufficient to provide illumination and visibility.



(9) Other items shall be provided as follows:

(a) The operator shall have fire fighting equipment of the type and quantity acceptable to the state fire marshal or local fire department readily available for use in fighting fires. All fire fighting equipment shall be maintained in good operating condition;

(b) A designated telephone for emergency use and its location shall be made available at the resident camp. A list of emergency numbers along with the address of the resident camp shall be posted at each designated phone;

(c) A designated place is provided for the care and first aid treatment of sick or injured campers. First aid equipment consisting of unused disposable gloves and a sufficient supply of materials to stop bleeding and to clean and cover minor cuts and abrasions shall be provided. Additionally, first aid kits shall be provided in the following locations where applicable:

(i) Aquatic areas;

(ii) Specialized activity areas; and

(iii) Food service areas.

(d) Rules established for the resident camp shall be conspicuously posted and/or provided to campers.