

Tent Policy #13-4

Revised August 2013

A policy to regulate placement and use of tents within the park system.

- I. This policy will apply to placement and the use of tents that are **greater** than 200 square feet. Tents smaller than 200 square feet do not need a permit.
- II. Tents, shade or dining canopies smaller than 200 square feet and are considered “pop-ups” with no center poles, corner “rope tie-downs”, and corner post stakes no longer than 12 inches are allowed in the Parks without a special permit..
- III. Tents are permitted in the following parks and locations Ox Bow Park:
 - A. Ox Bow County Park**
 - Upper open field across the road from Ox Bow Haus and Cottonwood Shelter
 - Lower open field across the road from Fisherman’s Camp Shelter
 - B. Bonneyville Mill County Park:**
 - The open field around the Briar Patch Shelter
 - The open field around Kum Mol Rie Shelter
 - The area between the Lookout Shelter and the Tower
 - C. River Preserve County Park:**
 - The open area south of the entrance walkway to the DeFries Calendar Garden and the tree line (has a maximum space of 20’ X 30’ tent)
 - D. Cobus Creek County Park:**
 - Either of the fields, south of the playground or north of the Shelter
- IV. The use of a tent at the following location will require the reservation of the nearby facility:
 - A. Ox Bow County Park:
 - The Hickory Hill Chapel and Fisherman’s Camp Shelter at the lower open field at Ox Bow
 - Larger groups renting the upper open field at Ox Bow may also need to rent Cottonwood Shelter and Ox Bow Haus due to parking concerns
 - B. Bonneyville Mill County Park:
 - Lookout, Briar Patch , and Kum Mol Rie Shelters at Bonneyville
 - C. The Calendar Garden for a wedding at the DeFries Gardens/River Preserve
 - D. Cobus Creek County Park:
 - Cobus Creek Shelter
- V. No tents of any size will be permitted in the area around Bonneyville Mill, the area around the One Room School House, and the lawn of the Elkhart County Historical Museum without special consent by the Director.

- VI. The Elkhart County Park Department will not provide any picnic tables for the permitted tent. Picnic tables are not to be moved from other areas or out of shelters
- VII. The Park Manager must approve all tent locations before they are placed
- VIII. Tents are to be erected and dismantled the day of the event unless prior arrangements are made and approved by Park Administration. Additional fees may be applied
- IX. There will be a fee assessed for the placement of tents as described in this policy in the described areas.
- X. All permits, inspections, liabilities, damages, or fees associated with the erection and use of a tent as addressed in this tent policy are the responsibility of the party reserving the space for the tent. Proof of a permit or request of a permit must be presented before formal approval of the reservation is complete. Information may be found through the State of Indiana Homeland Security Office, Division of Fire and Building Safety, www.in.gov/dhs

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