



City of Cordova

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Shelter Cove Tent & RV Park

Rules and Regulations

1. PURPOSE

The purpose of this document is to outline the regulations that apply to persons and vehicles while residing in the park.

2. ELIGIBILITY

All necessary documentation, current address, current contact information and or registration or rental agreement, shall be provided before a space may be occupied. Fee must be paid in full before occupying the space. Tenant must not occupy the space for longer than the agreed upon time frame.

3. APPLICATIONS

Applications may be obtained from: **The Bidarki Recreation Center**

**C/o the City of Cordova
Parks & Recreation Department
P.O Box 1210
Cordova, Alaska 99574**

5. SPACE ASSIGNMENT

Residents will be notified which space number is available to them. Parking in alternate spaces or the trading of spaces between residents is prohibited.

6. VEHICLE REQUIREMENTS

Tents, tent trailers, buses, slide in truck mounted campers, vans and autos are as well permitted. It is expected that all vehicles with in the park will be properly registered, titled and insured by the owner or resident of the vehicle and or vehicles.

The length of the unit shall include any extensions, awnings or other attachments, as well as hitches or other mounting devices. No part of the residence vehicle or its equipment or attachments may extend beyond its allotted parking space or intrude upon the space of another resident's vehicle or encroach on the surrounding flora or fencing.

All vehicles and or sleeping spaces must be structurally sound and must be adequately sealed against the weather. Adequate space and vehicle suited for habitation must be provided. All vehicles must be kept in working order always.



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7. MOTOR HOMES

Vehicles must be maintained in good running condition throughout their time in the park. It is expected that drivable vehicles will not be a resident's primary means of transportation and will be rarely moved from the park.

8. STRUCTURAL INTEGRITY AND MOBILITY

- Roof must be weather tight.
- Floor must be in good condition, without dry rot or holes.
- Vehicles waste and supply plumbing must not leak.
- Doors and windows must be intact.
- All vents must be unobstructed.
- Vehicles structure must not be damaged, nor modified to reduce its structural integrity.
- Vehicle must be capable of being taken out on the road.
- Wheel bearings and brakes must be functional.
- Tires must be safe and road worthy. Road lighting (brakes, running lights) must be operational.

9. COOKING FACILITIES FOR THE PREPARATION OF FOOD

Permanently installed liquefied propane (LP) gas-powered cooking facilities (stove/range) are recommended. All gas appliances must be properly vented to the outside of the vehicle. Electric appliances with exposed heating surfaces (electric ranges and hot plates) are to be used at your own digression and risk. Microwave ovens or toaster ovens are preferred (see "electricity").

10. PROPANE

Plumbing must be in good repair. Hoses and pipes must be in good condition and free of leaks. Propane bottles must be properly secured. Gas pressure regulator must work properly. Propane appliances such as stove tops, ovens, water heaters and space heaters must function properly. It is advised that vehicles using propane have approved propane leak detectors properly installed and fully operable.

11. ELECTRICAL SYSTEM

All electrical systems and outlets must be grounded. Wiring, outlets, electrical devices and appliances must be in good repair. Electrical loads must not exceed rated capacity of wiring. Extension cords must not exceed 15ft and must be safely run as to avoid any tripping or falling hazards. Electrical cords should not be run out of any open windows or doors. (See cautions under "Electricity").

12. LIGHTING

Adequate electric interior and entry way lighting is required. No LP or gas lighting systems will be permitted. The use of portable gas lanterns is not permitted. It is advisable that at least one flashlight is kept within you camping area.



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13. HEATING

Adequate heating must be provided with either an LP gas catalytic heater, permanently installed and properly vented or a portable electric heater drawing no more than 1500 watts. Electric space heaters, where used, must have tip-over shut offs and must be placed away from combustible materials per manufacturers recommendations.

SMOKE DETECTOR AND FIRE SAFETY

At least one smoke detector, with test button, and one fire extinguisher, with current certification tag displayed, must be installed in an appropriate location and remain operable always. Smoke detectors must have silencer buttons.

WATER ACCESS, DISPENSE AND STORAGE

No gray water can be dumped on the ground but must be dumped at the dumping station. Domestic water and gray water holding tanks must not leak. All connections must be water tight. There is a City owned and operated dumping station located directly behind the Harbor Master Office located at 114 Nicholoff Way. This station is free of charge and use is encouraged.

HEATED WATER

Hot water heaters are not required (they are recommended), but the unit must have some method for heating water for sanitary purposes.

TOILETS

Toilets are not required, but if installed, must have adequate and operable black water storage system.

VEHICLE STABILIZING AND PARKING

At least one wheel on each side of the vehicle must be adequately blocked front and rear always to prevent rolling. All trailers must have sufficient jacks or jack devices to stabilize the unit on a long-term basis. Blocking or jacks should be securely and properly placed to be stable and not damage vehicle undercarriage.

LIVING IN THE PARK

RENT

Private Tent Site / RV Parking: \$20.00 / Day

Econo RV Parking: \$11.00/Day



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ELECTRICITY

Electricity is not available at the Shelter Cove RV Park. Residents must maintain a battery bank; use a generator or a combination of the two. Please review the noise restrictions while operating a personal generator for electricity. **The City of Cordova, Parks and Recreation Department reserves the right to restrict the use of generators that are too noisy; even during the permitted time of use.**

SECURITY

Residents are advised to keep their vehicles locked. If you are renting a private space the cable and lock must be secured upon leaving the site. City of Cordova assumes no responsibility for any damage to resident's possessions from any causes, including, but not limited to, fallen limbs, wind damage, trespassers, other campers or theft.

NOISE

In general, every attempt should be made to keep noise from carrying beyond one's own residence. Noise levels should be lowered out of respect for other campers between the hours of 10pm and 10am. Residents must significantly reduce or eliminate noise when asked to do so. Residents are encouraged to talk to each other before making a complaint to the management.

PETS

Pets are allowed at the camper park provided that the resident has notified the office and can give proof of the proper vaccinations. Dogs must be kept on a leash always and their noise level and behavior must not disrupt or offend other residents. The owner will be responsible for any damages the animal may cause to park property or that of another resident. The owner also must maintain the area around the camper and dispose of any animal waste

REPAIRS

Only minor maintenance on vehicles is permitted in the park. Engine rebuilding, brake rebuilding, structural repairs, or similar work that requires the vehicle to be inoperable for more than a few hours is not permitted. No additions, improvements, painting or other alterations to the exterior of the resident's vehicle are permitted unless approved by the management in advance. No alterations to the plumbing, electrical, gas or other mechanical systems of the vehicle, beyond minor repairs, are permitted unless approved by the management in advance.

Residents are responsible for the cleanup and removal of all trash and debris and the proper disposal of all oil and used parts. Proper steps should be taken to prevent oil or grease spills on the ground. It is expected that the resident's vehicle will only be moved on rare occasion. All resident's units must be kept in good working order always so that they may be moved on short notice.



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TRAILER SPACE AND STORAGE

Residents are responsible for keeping their residence and immediate area in a neat and orderly fashion. No additional storage is available. Recreational equipment may be placed outside providing the items are safe, useable and not unattractive. Quantities should be limited, and residents may be asked to remove excess items. Only furniture designed for outdoor use is permitted outside the resident's vehicle. Upholstered furniture, futons, and other items intended for indoor use must be kept indoors.

Residents are required to remove outside items or clean up their site when asked by staff. Nothing may be placed or stored beyond the confines of the residents allotted space. It is requested that the residents use proper storage containers and that this is kept as minimal as possible regarding the outside area. Homemade storage containers are discouraged and if the construction is found to be unsafe the resident may be asked to remove them. Storing loose items on top of the residence is not allowed due to the high wind factor of the area.

Residents are responsible for the removal and proper disposal of trash and any hazardous materials, including paints, pesticides, household cleaners and other materials.

COMMON FACILITIES

Residents and their guests are expected to use the community facility with due care and respect. No alterations or damage to this area is permitted. Children are not allowed to play inside the bathroom area and are expected to be supervised always. No sleeping or cooking is permitted inside the restroom portion of the community facility.

MAINTENANCE

Residents may call our office if the park is in need of repair. It is expected that notice of any damage to the park will be given promptly so that our staff may resolve the issue. Residents may be held responsible for any damage caused by negligence or action of the resident or their guest to park property.

The management reserves the right to allow the maintenance staff to enter a resident's vehicle or surrounding area in the event of an emergency. The maintenance staff will not disrupt or damage a resident's privacy, belongings or vehicle at any point unless it is deemed necessary for the safety of the resident, the surrounding residents, personal or park property.

MOVING OUT

Residents are expected to move out on the date specified in the Rental Application.

Residents are expected to return the campsite in the manner of which they received it. The campsite should be free of all trash or debris. Residents may be held responsible for any damage done to the site due to negligence or action. If the resident fails to remove any personal property upon returning the campsite the item may be deemed abandoned and removed from the premises.



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ADDITIONAL INFORMATION

- a. All rules and regulations pertain to park residents and their guests. Residents are responsible for being familiar with and abiding by applicable rules and regulations, as well as the local, state and federal laws.
- b. Fire prevention safety shall be enforced. Open fires in the park are not permitted and charcoal fires are only permitted outdoor away from any other burnable substance. Gasoline and other highly flammable materials should not be stored inside the units or outside except in an approved fireproof container.
- c. Due to extreme fire hazards, candles, lanterns and other open flame sources are not permitted in or around vehicles. We realize that cooking, water heating, and similar functions require pilot lights and flames, but extreme caution is advised.
- d. LP gas for cooking and heating must be properly stored. Propane tanks should be secured to prevent movement and must be protected from the sun. No other material of a combustible nature, including fuel, oil, or explosives shall be stored on the premises.
- e. Residents and guests may not engage in any commercial activities at the campgrounds. Residents and guests may not engage in any illegal activities at the campground at any time.
- f. Residents are responsible for the actions of their guests.

The regulations are subject to change and written notice will be given to any existing residents at that time. **By signing the Shelter Cove Registration form, you are verifying that you have read and understand these regulations.**

If you have any questions or concerns regarding Shelter Cove, please call the Parks and Recreation Administrative Office at 1 (907) 424 7282. Office hours are 10:00am – 6:00pm, Monday through Friday.

Thank You