
Checklist for Campground Operators

What is a campground?

“Campground” means a parcel or tract of land owned by a person, state, or local government that is designed, maintained, intended, or used for the purpose of providing campsites offered with or without charge, for temporary overnight sleeping accommodations.

What is a special event campground?

“Special event campground” means a campground temporarily created to provide campsites in conjunction with a special event, such as a fair, rally, carnival, music festival, sporting event, community festival, or other similar event.

What is a sanitary dump station and how do I know if I need to have one?

Sanitary dump station means a department of safety and professional services approved facility that is designed to receive sewage and domestic wastewater from the holding tank or transfer tank of a recreational vehicle.

A sanitary dump station is required by all campgrounds accommodating independent camping units that is not connected to a municipal system or POWTS at a ratio of 1 for every 300 sites unless the operator submits a plan to the department and obtains an approval for an alternate method for disposal of liquid wastes.

NOTE: A formal written variance must be complete and approved for other methods. Discuss with your inspector if you are interested in a variance.

Operator Checklist:

- Any campground shall have a permit from the Lincoln County Health Department.
- Were plans submitted to the department before campground construction or modification?
 - a) Before opening a campground or special event campground the operator shall obtain a permit from the Department.
Please note- permits may be required from Zoning Department, please contact Zoning at 715-539-1087 to discuss your plans.
- Campsite cannot be occupied for more than 8 continuous months in any 12 month period.
- Each campsite must be clearly marked with alpha or numeric symbol.
- A current and accurate map must be provided.
- Density of campers of campsites shall not exceed the following:
 - An individual campsites can have up to 6 campers or an individual family
 - No more than 20 individual campsites per acre, and
 - No more than 80 campers per acre in group campsites.
- All roads should be graded.
- All sites a minimum of 10 feet apart? (this includes decks, sheds, or other accessory if constructed after 2016). (This does not include decks, sheds or other accessory if campsite constructed before 2016).
- A camping unit may not be placed or attached onto a permanent foundation or permanent structure at the campsite, except to an approved disposal system or to an approved water supply system permitted.
- The chassis and axels must remain on the recreational vehicle with the tow bar or hitch and wheels left at the campsite.

- Camping units may be located only in an area of the campground, which is not subject to the accumulation of storm water or other surface water.
- If there are operator- provided camping cabins for rent these units may not be more than 400 square feet. (> 400 square feet require separate license). These camping cabins shall have:
 - a) A working smoke detector.
 - b) A carbon monoxide detector if fuel burning appliances are present.
 - c) Washable, nonabsorbent mattress pad.
 - d) 2 compartment sink for ware washing if food and beverage utensils are provided.
- All vehicles in a campground must bear a label, symbol or other identifying mark of a nationally recognized testing laboratory. (NFPA 1192 or ANSI 119.5).
- A water outlet which is under pressure and safe for human consumption shall be located within 400 feet of all campsites and not within 50 feet of any sanitary dump station.
- Private well sampled and tested annually for coliform bacteria and nitrates, and the results made available upon request.
- Any threaded faucets shall have approved backflow prevention.
- Water riser pipes shall extend 18 inches above the ground and the outlet directed downward.
- Sewage, which includes all liquid and water-carried wastes from sinks, bathing, and toilet facilities, may not discharge onto the ground surface.
- If a public sewer is not available to the campground, a POWTS to handle wastewater may be used and should meet all code requirements.
- Access covers to POWTS shall be locked and secured.
- Sanitary dump station shall be provided in the ration of 1 for every 300 independent campsites that are not connected to a POWTS. Approval may be given an alternate method of disposal if the following conditions apply:
 - a) There are 20 or fewer campsites designed for independent camping.
 - b) The distance to the nearest campground is 25 or fewer miles.
 - c) The operator has a written agreement that allows campers who stay in the campground to dispose of wastewater at the sanitary station.
 - d) A formal variance request is submitted and approved by the department.
- Transfer tanks may be used for wastewater and must be emptied as necessary as to not create a nuisance. Transfer tanks must be maintained in good condition and be leak-proof.
- Separate toilet rooms shall be provided for each sex within 400ft of all campsites.
- Vault toilets or approved outdoor toilets are permitted and may not be located within 15 feet of a campsite.
- All toilets shall be fly-tight, vermin proof, with impervious floors, seat risers, and seats. The door should be self-closing. Each toilet shall be enclosed separately with privacy lock.
- The number of toilets are as follows for dependent campsites:

# of Sites	Women	Men
1-15	2	2
16-30	3	3
31-45	4	4
46-60	5	5
61-100	6	6
- A backup toilet for every 100 independent campsites shall be provided.
- Covered garbage and refuse containers shall be provided within 400ft of all campsites.
- When provided, a fish and game cleaning station, they shall be reasonably tight and vermin proof and maintained in a sanitary manner. May not be located within 75 feet of a campsite.
- At least one maintained fire extinguisher shall be available within the campground.
- Emergency Communication sign shall be displayed.
- Play equipment shall be installed and in good repair.
- Campfires shall be contained in a campfire ring and located 5 feet away from all camping units.
- Campground should maintain written or electronic campground register for each campsite occupant.

A leader in public health by promoting optimal health and safety through prevention, protection, and intervention.

- Camping or shelter units shall be clean and in good repair. Multiuse food or beverage utensils shall be washed, rinsed, and sanitized
- The campground shall be maintained in a sanitary and safe condition at all times.
- 3 or more manufactured homes located within a campground requires a manufacture community home permit or the removal of these homes.
- A rustic campsite shall be located a minimum of 500 feet from a parking area. There may be no more than one rustic campsite per acre.