

Broad Creek Memorial Scout Reservation Baltimore Area Council Driving and Parking Policy

1. **SCOPE:** This Council level policy letter establishes a Driving and Parking Policy for weekend camping, large District, other large sized events, and summer camp at Broad Creek Memorial Scout Reservation (BCMSR), Baltimore Area Council (BAC). The policy letter will be reviewed annually.
2. **APPLICABILITY:** This Council level policy letter applies to all users (both Scouting and non-Scouting) of the camps facilities at BCMSR.
3. **DEFINITIONS:**
 - a. Weekend Camp is defined as use of any BCMSR facility outside of the Council's calendar established summer camp dates.
 - b. Large District-Sized Event is defined as any large event when four or more scouting units or camp users occupy four or more campsites for a common program. It is not limited to events organized by a district (such as a Camporee), but also covers events organized by the council, the Order of the Arrow, or other scouting or non-scouting groups of comparable size, such as schools, the Royal Rangers and the Girl Scouts. The word "unit" here is not limited to registered troops or packs, but also covers groups, such as Wood Badge, NYLT participating in a leadership training weekend and any provisional unit/ troop.
 - c. Summer Camp is defined as long term Scout camping activities as determined by the Council calendar.
4. **PURPOSE:** This policy letter addresses the subject of this Council's Driving and Parking Policy for all users of BCMSR for all uses throughout the camping year.
5. **RESPONSIBILITIES:**
 - a. The Council Conservation Committee will assist in the development, review, and recommend changes or additions to this policy and submit it to the Council Camping and Outdoor Programs Committee for review and change.
 - b. The Council Camping and Outdoor Programs Committee will, review, and recommend changes, including additions to this policy and submit it to the Risk Management Committee.
 - c. The Council Risk Management Committee will, review, and recommend changes or additions to this policy and return it to the Council Camping and Outdoor Programs Committee.

- d. The Council Camping and Outdoor Programs Committee will conduct a final review of the policy and forward the final product to the Council Executive Board for approval.
- e. Users of BCMSR will receive, understand and adhere to this policy.

6. POLICY:

- a. Situation: Vehicles driving into unauthorized areas are an ongoing year round problem impacting the Scouting experience, endangering Scouts, and destroying our camp's natural resource. In particular, many users of the property feel a sense of personal entitlement to drive and park anywhere in camp they please, including in their campsites. In fact, units and individuals continue to park vehicles in unauthorized areas and on non-durable surfaces even after being reminded or asked to move them by Camp Rangers, Campmasters and Summer Camp Staff. Vehicles blocking access and egress of emergency equipment to campsite areas are a major safety hazard which must be corrected. Over the past sixty-five years, the continual parking of motor vehicles off-road and in campsites has caused the loss of vegetation, soil compaction and erosion at the BCMSR. This ultimately results in increased run off and tree/vegetation mortality.
- b. General BSA and BCMSR Driving Policy:
 - 1. All drivers must have a valid driver's license that has not been suspended or revoked for any reason. If the vehicle to be used is designed to carry more than 15 people, including the driver, the driver must have a commercial driver's license (CDL). The driver must be currently licensed and at least 18 years of age.
 - 2. Vehicle seat belts are required for all occupants at all times the vehicle is in motion.
 - 3. Vehicle occupancy is determined by number of functional seat belts that must be worn at all times.
 - 4. Trucks may not be used for transporting passengers except in the cab.
 - 5. All vehicles must be covered by automobile liability insurance with limits that meet or exceed requirements of the state in which the vehicle is licensed.
 - 6. Obey all laws, including the speed limit. **Camp Speed Limit is 10 mph. Four-way flashers must be turned on when moving.**

7. Drivers shall not use cell phones or text-messaging devices while driving. This is Maryland State Law.
8. The Summer Camp Staff Policy is that drivers under the age of 18 can drive on camp property from the gate to the parking lot. They are not allowed to transport anyone without written permission submitted to the Camp Director.

c. Unloading and Loading of Gear Policy:

1. Units will receive a receipt/confirmation from the Camping Services Office of their Campsite reservation along with a copy of the BCMSR Motor Vehicle Driving and Parking Policies.
2. Only the Camping Director, the Rangers, the Campmasters and/or the Summer Camp Directors can authorize motor vehicles to use camp roads beyond parking lots in accordance with this policy.
3. The unit leader will check in at the appropriate camp Administration Building for weekend or summer camp with the Campmasters, Ranger or summer Camp Staff to obtain a single motor vehicle pass (Appendix 1) in order to transport gear to the campsite.
4. Scouts will hike to their Campsites from the main parking lot.
5. The authorized motor vehicle with a vehicle pass may drive to the assigned campsite to unload gear on a camp road adjacent to the campsite and, if needed, campers may use hand carts to transport materials to and from Campsites. Once unloaded, the vehicle will return to the parking lot and handover the vehicle pass to the next vehicle that needs to unload and so on until all gear is unloaded at the campsite.
6. All vehicles must be returned to appropriate camp parking lots immediately after unloading. For weekend camp the vehicle pass will be returned to the Administration Building as soon as the gear off load is complete, but no later than 9:30 PM Friday night or as soon as gear off load is complete. For Sunday at summer camp, check-in day, all vehicles must be out of the main camp and parked in the designated parking lots for each camp no later than 5:00 pm with passes returned to the respective Administration Building by 5:15 pm.
7. No vehicle will remain at a campsite with the following exceptions:
 - a. Summer Camp – Persons with a valid physical handicap tag requiring specific transport and prior approval by Camping Services Office or Council Camping Director. One unit trailer may be parked in a designated trailer parking pad at or near a campsite.

- b. Overflow parking, this occurs when there are too many vehicles to be accommodated by the primary parking lots.
 2. It is imperative that Overflow Parking be limited to open fields, where ground cover is primarily grass, but may occasionally be on packed dirt or gravel. Cars may be parked in these fields in any arrangement that maximizes the parking capacity without obstructing emergency vehicle access including both entry and exit. Sound soil conservation practices should be followed.
 3. Open fields that happen to be part of campsites (such as the John Henry field) may only be used if such use does not conflict with the wishes of a unit that is camping in that site, even if the unit is camping in the adjacent wooded area.
 4. Parking is forbidden inside wooded areas because of the damage that motor vehicles can inflict upon the forest soil and ground cover. This damage includes soil compaction, destruction of ground cover, and actions that will needlessly increase erosion. Such parking will, over time, damage the health of the trees in that area, which will eventually lead to unsafe conditions and lessen the outdoor experience. The fact that most campsites happen to be located in forests is no reason to violate this directive.
 5. An Event Parking Director shall be appointed for each Large District-Sized Event or other large event. The Parking Director is responsible for selecting the appropriate field(s) and making sure that drivers park their vehicles in accordance with this policy. Any Ranger, Campmaster, or other council or camp official who discovers a violation of this policy should inform the Parking Director, who shall be responsible for correcting the violation. This policy is designed to allow the Parking Director plenty of discretion in the use of open fields.
 6. Parking vehicles in wooded campsites also presents inherent dangers to Scouts and Scouters on foot.
 - f. Summary: All users of BCMSR must adhere to the above stated policies. Exceptions may only be granted by the BAC Camping Director or designee.
- 7. Point of contact for this policy:** Camping Director at 443.573.2525 or campingservices@baltimorebsa.org.