

SANDY RUN REGIONAL PARK



Operating Procedures 2017

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INTRODUCTION

Sandy Run Regional Park, also known as the Sandy Run Rowing Facility, was developed by the Northern Virginia Regional Park Authority (NOVA Parks) in response to public demand for greater and safer rowing opportunities. The popularity of competitive and recreational rowing in Northern Virginia has continued to expand since the concept of rowing on the Occoquan Reservoir was first considered in the late 1960s. Today, after years of planning and development, the park is nationally recognized as a premier rowing facility and a unique recreational asset for the citizens of Northern Virginia.

Sandy Run Regional Park provides for rowing, sculling and related activities, including competitive events, and primarily serves local high school scholastic and college rowing programs. While the park cannot begin to accommodate all such programs in the region, it is a heavily used resource for thousands of young or active adults.

NOVA Parks recognizes that the Occoquan Reservoir is a major source of drinking water for Northern Virginia and a significant watershed and recreational resource in the region. It ensures that the water quality and natural and cultural resources will be protected and preserved during all phases of park development and operation. NOVA Parks complies with regulations and orders of the Fairfax County Water Authority, the Chesapeake Bay Preservation Act, the Virginia Department of Game and Inland Fisheries, the Fairfax County Planning Commission, and other government agencies having jurisdiction over the land and shores of Sandy Run Regional Park.

Fees and Charges

It is the policy of NOVA Parks to collect fees and assess charges to defray operational expenses of the park. Boat storage, daily use and regatta fees are adjusted annually by the NOVA Parks Board and reflect rates of similar operations in the Washington metropolitan area. Other fees and charges may apply in certain situations and are at the discretion of the park manager. These include, but are not limited to:

- Permit fees for sale of food, beverage or souvenirs
- Parking fees during regattas
- Charges for employment of police, additional park personnel or rescue squads
- Charges for damages incurred to park property
- Charges for rental of park equipment during regattas, such as radios, tents, temporary toilets, etc.

Contracts and Permits for Group Activities

Contracts are intended to insure compliance with Park policies and procedures, and to clearly identify responsibility for group member actions and safety. Contracts or permits are required by NOVA parks for any and all groups using Sandy Run Regional Park for rowing or rowing-related activities, with the exception of schools, teams or clubs participating in, but not hosting, regattas or other authorized events. Activities that are deemed by NOVA Parks as fund raising or profit generating, such as camps, regattas, special events, or retail sales, may require a special use permit that addresses additional user fees and conditions.

Insurance and Indemnification

Any and all groups using the facilities at Sandy Run Regional Park will indemnify and hold harmless NOVA Parks, its directors, agents, and employees from and against all claims, damages, actions, liability, cost and expenses, including any reasonable attorneys' fees, arising out of or in connection with the breach of any warranties, representations and/or agreements the Group has made hereunder; any negligent act, error, or omission of the Group, its officers, directors, agents, subcontractors, invitees or employees; and/or any occupational injury or illness sustained by an employee or agent of the Group in furtherance of the Group services hereunder; and/or any failure of the Group to comply with the obligations on its part to be performed hereunder. The Group shall provide evidence of having secured a minimum of \$2,000,000 in general liability insurance and shall endorse NOVA Parks as an additional insured against any claims for personal injury, including bodily injury and death and property damage that may arise from or in connection with the performance of the Group's services hereunder or from or out of any negligent act or omission of the Group, its officers, directors, agents, subcontractors, or employees. Certificates of Insurance and Additional Insured Endorsements acceptable to NOVA Parks shall be filed with NOVA Parks prior to the regatta. These Certificates and Endorsements shall contain a provision that coverages afforded under the policies will not be cancelled until at least thirty days prior written notice has been given to the NOVA Parks.

PARK RULES

1. Coaches and leaders must assume full responsibility for the safety and conduct of rowers and others under their supervision while on park property or the Occoquan Reservoir.
2. All persons using park storage and launch facilities must register with the park management and pay the appropriate fee.
3. Any activities outside of team practices and regattas must be scheduled in advance with the park manager. Such activities may include scrimmages, workdays, training camps, picnics, team recognition events and meetings.
4. Scholastic team members are only permitted in the park under the supervision of the team coach.
5. No boats may launch before first light at sunrise and all boats must be off the water by sunset. All persons and vehicles must vacate the park by dark, unless otherwise authorized by park management.
6. No person shall launch a boat with a motor larger than 10 horsepower from Sandy Run Regional Park as required by Fairfax County Water Authority regulations.
7. Park management will determine when and where rowers are permitted on the water, based on current water and weather conditions.
8. All launch occupants must wear a U.S. Coast Guard approved personal flotation device. Any launch occupant who fails to wear an approved personal flotation device will be prohibited from entering the park for one week for the first violation. If there is a second violation, the person will not be allowed to enter Sandy Run for one year.
9. Swimming is prohibited in the Occoquan Reservoir as required by Fairfax County Water Authority regulations.
10. Fishing is prohibited from park property.
11. Littering is prohibited. All individuals, teams and organizations are responsible for cleaning up their group's area and disposing of litter and debris in appropriate receptacles on a daily basis.
12. The park speed limit is 15 miles per hour.
13. Excessive speed warning to coaches, parents and rowers:
 - a. First Violation: Rowers and coaches in a vehicle detected exceeding the posted speed limit will be recorded and will miss that day of practice.
 - b. Second Violation: Rowers and coaches in a vehicle detected exceeding the posted speed limit will be recorded and will miss a week of practice and that week's regatta.
 - c. Third Violation: Rowers and coaches in a vehicle detected exceeding the posted speed limit will be recorded and will not be permitted to row at the Sandy Run Regional Park Rowing facility for the rest of the regatta season or camps.
14. Pets are not allowed in the park on regatta days. At other times, all pets must be on a leash.
15. Virginia State Law prohibits alcoholic beverages in the park.

16. Conduct that endangers the welfare of any person is prohibited.
17. The park entrance gate must remain closed before 2 p.m. and after dark on weekdays during the high school rowing season and at all times on weekends except during special events, activities and times approved by park management.
18. The park is closed December and January, and reopens February, weather permitting. Access to the park when closed is by appointment only. Call Sandy Run at (703) 690- 4392 or email cwilson@nvrpa.org.
19. Misconduct of individuals may be considered action of the group and the group therefore subject to dismissal.
20. Front gate and building keys will be issued by the park management to authorized persons upon receipt of a key deposit fee. Keys may not be loaned or copied without the park management's consent.
21. The last person to leave the park is responsible for locking all buildings and the front gate.
22. All vehicles and trailers must park in designated parking areas. Vehicles are only permitted in the vicinity of the boathouses, docks and ramp to load or unload equipment or when supporting substantial maintenance during scheduled work days.
23. Only vehicles authorized by park management are permitted on the access road to the judges' stand and the grandstand. Pedestrian and bicycle traffic are prohibited on the access road at all times.
24. Bicycles and motorized vehicles are prohibited on park trails.
25. Jogging is restricted to the confines of the park and only to trails and paved roads (except the access road).
26. All rowers under the age of sixteen must row escorted by an adult.
27. Equipment stored at Sandy Run is considered private property and may only be used with the expressed consent of the owner(s). Owners assume sole liability for any damage to or loss of their property.
28. Physical training equipment, such as weights, jump ropes, ergo meters, etc., shall only be used in designated training areas.
29. Gasoline shall be stored in the designated fuel room, in designated safety cabinets, and in vented containers approved and labeled for gasoline only. Engines shall be stored in the designated engine room only. Any flammable materials such as paints, stains, epoxies and fiberglass materials must be stored in a metal flame-resistant storage cabinet. All other storage areas are to be used as assigned by the park management.
30. Smoking is not permitted in or near boathouses or on the docks. Open flames are not permitted in the park. This includes Sternos and/or open flame warmers.
31. Vandalism or theft must be reported to the park management immediately.
32. Boathouse aisles must remain clear of boats or other equipment, unless otherwise authorized by park management.

GENERAL OPERATING PROCEDURES

Hours of Operation:

1. Park is OPEN daily from one-half hour prior to sunrise to one-half hour past sunset.
2. Park gate is to be kept closed and locked at all times, with the exception of weekdays during scholastic/collegiate team practices and approved special events.
3. The last person to leave the park is responsible for locking all building doors and the front gate upon exit.

Safety and Conduct:

1. Rules and procedures relating to conducting rowing activities at the park serve as a minimum guideline for safety and responsible use by all.
2. Coaches and leaders assume full and final responsibility for the safety and conduct of all participants under their supervision while on park property or the Occoquan Reservoir.
3. Individual adult rowers are fully responsible for personal safety and conduct.
4. Conduct that endangers the safety or wellbeing of others is prohibited.

Park and Boathouse Access:

1. All persons using park storage and launch facilities must register with the park and pay all appropriate fees.
2. Keys are available to boat storage renters, coaches, and other approved users upon payment of deposit fee.
3. Scholastic team members are only permitted in the park under the supervision of the team coach.

Loss of Park Use Privileges:

Rowers and patrons who knowingly break park rules or procedures may, depending on the nature and severity of actions:

- | | |
|-------------------|--|
| First violation: | Receive a verbal or written warning of actions, or be required to leave the premises for the day. |
| Second violation: | Receive a verbal or written notice of actions and be required to leave the premises for the next 7-days. |
| Third violation: | Receive a written notice of actions and be required to leave the premises for the remainder of the regatta season or camp. |

Scholastic and college team coaches and leaders will be notified of any occurrences and the resulting warnings or suspensions due to team member actions.

Equipment Storage:

1. Allocation and use of storage spaces is subject to review and modification by park management at any time.
2. Owners assume sole liability for any damage or loss of stored property.
3. Personal, team, or organization equipment is considered private property and may only be used with the expressed consent of the owner.
4. Physical training equipment (such as weights, jump ropes, ergo meters, etc.) may only be used in designated training areas.
5. Gasoline shall be stored in the designated fuel room or in designated safety cabinets. All containers must be approved and labeled for gasoline only.
6. Any flammable materials such as paints, stains, and epoxies must be stored in locking metal flame-resistant storage cabinets.
7. Any physical modification or addition to storage areas, oar racks, or boat racks in the boathouses or other adjoining facilities is not allowed without prior approval from the Park Manager.
8. Teams and organizations are responsible for cleaning up their group's area on a daily basis.
9. Equipment shall not be stored in any way which impedes access to boathouse aisles, doors, or emergency exits.
10. Shell cleaning and repairs must take place way from the launch areas and the boathouse entrances.
11. All shells must be cleaned of excess water and grime before returning to the boathouse.
12. All shells and oars must be stored only in assigned racks.
13. Shells are stored in the boathouse stern first unless rigging dictates bow first storage.

LIGHTNING PREDICTION SYSTEM PROCEDURES

The **horn and flashing strobe lights** installed on top of **Boathouse #2** and at the **Grandstand** viewing area provide a clear and loud warning when lightning storms are approaching.

ONE 15-SECOND BLAST AND STROBE LIGHT FLASHING

1. **CLEAR THE WATER.** Proceed as quickly as possible to land, get out of boats and clear the docks.
2. **CLEAR ALL OPEN SPACES.** Seek shelter in buildings or vehicles. Avoid the water, elevated areas, overhanging wires or power lines, small shelters and isolated trees.
3. **WAIT FOR ALL CLEAR SIGNAL.** Do not move from sheltered area until horn has sounded three 5-second blasts and the strobe light stops flashing

***** IF YOU HEAR THUNDER OR SEE LIGHTENING AND THE WARNING HORN DOES NOT SOUND, CLEAR WATER AND SEEK SHELTER *****

ON-WATER PROCEDURES

Safety Procedures:

1. Coaches and leaders must assume full responsibility for the safety and conduct of rowers and others under their supervision, while on park property or the Occoquan Reservoir.
2. Coaches and leaders are prohibited from supervising shells launching from the Sandy Run facility until they receive training in launch boat operating and safety procedures. Coaches and other leaders, as may be designated by the park management, must attend a safety meeting providing such training at the beginning of each rowing season. Any exceptions must be approved by the park management.
3. Boats launching from Sandy Run Park are permitted to row during daylight hours only and must dock by sunset.
4. Oars are not approved personal flotation devices for rowers. In the event of an accident, rowers and coxswains must stay with their shell and wait for a launch to rescue.
5. All launch occupants are required to wear PFDs.
6. Launch drivers must use a kill switch.
7. Coaches should know basic first aid, CPR, and AED. The AED is located in boathouse #1. Telephones are located at the Sandy Run Regional Park office, Fountainhead Regional Park, and Lake Ridge Marina. Coaches should carry a cellular phone that is operable within the park and on the water when accompanying rowers on the water.
8. Rowing is discouraged when air and/or water temperatures are below thirty-five degrees Fahrenheit, or when conditions exist that present a probable hazard to the personal safety of boaters.

When air temperature is below 40 degrees and/or water temperature below 50 degrees, scholastic team/club launch must be within 35 meters of all shells, with no more than two shells per launch. Adult clubs and individuals not accompanied by a launch must row in pairs and be within 35 meters of one another.

Launches should carry the following minimum emergency supplies:

- Cable to secure engine to launch
- Six foot bow or stern line
- First aid kit
- Blanket for each rower and launch personnel (cold weather)
- Warning/signaling device
- Paddles
- Anchor
- Tool kit for emergency repairs
- Up to nine PFD's, or enough for each occupant of one shell, is required

9. Shells are recommended to have a whistle or horn aboard for emergency signaling.

10. The air and water temperature, weather conditions, and flow of water over the dam should be posted at the weather station. Coaches and rowers must check this information before launching. Visit www.novaparks.com to follow Sandy Run on Twitter for timely updates.

Coaches and rowers must also notice the water *safety signal flags* and adhere to the warnings and restrictions. Flags will be flown at the discretion of the park management:

- Yellow - High winds/rough
- White - Air/water temperature below 35 degrees
- Orange - Approaching storms
- Blue - Obstruction on water (i.e., ice, logs)
- Red - Launching prohibited
- Purple - Water flowing over dam
- No Flag - Coaches and rowers monitor conditions

In the absence of this information, coaches and rowers are required to monitor the safety conditions of current air and water temperature, wind velocity, weather forecasts, and obstructions on the water surface.

11. High school/secondary school teams/clubs rowing within 500 meters of the dam or beyond the power lines just past the starting line of the 1,500 meter course is prohibited, except during NOVA Parks approved 2,000 meter races and practices as follows:

(1.) Two thousand meter practices and races will be permitted under the following conditions:

- a. A pre-regatta or pre-practice safety meeting must be held with coaches, coxswains, and rowers.
- b. The Fairfax Water Authority safety buoys are in place and are not in any way damaged or compromised.
- c. Two safety boats are to be assigned to the starting area during regattas.
- d. On practice days, coaches can only coach two shells and must use Hooses Run to queue up for going back up the race course if stopping to give instructions to the coxswains and rowers.
- e. Boaters must comply with traffic patterns established for regatta days and practice days.

(2.) Two thousand meter practices and races will be permitted for **varsity/championship boats only** when water is less than one foot flowing over dam. Use is also prohibited when winds are blowing towards the dam, winds are over 10 MPH, or the Fairfax Water Authority safety buoys are not in place and are in any way damaged or compromised.

12. Shells and launches must return to Sandy Run docks at the first sound of thunder. If the storm is upon you, take the boats ashore and wait for the storm to pass.

Shells and Launches:

1. Every scholastic shell must be accompanied by a motor launch. No motor launch shall supervise more than three shells, and each of those shells shall be within one hundred meters of the launch at all times. The only exception is for shells headed to or from the racecourse during a regatta.
2. Coach launches shall be launched from the docks designated for chase boats only.
3. All motorboat drivers must keep their boat's wake to a minimum when passing other boats.
4. All motor boat operators must have three hundred and sixty degrees of visibility of the water at all times. Coach launches with only one passenger must weigh down the bow of boat so that vision is not impaired.
5. Operators must be familiar with their equipment and the On-Water Operating Procedures.
6. Shells must have bow balls at all times if designed for such bow balls.
7. All launches must have the team/organization name, registration numbers, and current year decals on the bow or stern, and a maximum capacity rating displayed clearly on the inside of the transom.
8. Boat capacities may not be exceeded.

Launching:

1.
 - A. To Row Upstream: (toward Fountainhead Regional Park)
Stay to the right.
 - B. To Row Downstream: (toward the race course)
Pass the blue marker on the upstream side moving towards the Prince William County shore, and proceed downstream.
2. Shells shall be launched bow first on the dock.
3. The dock master shall determine the launching and recovery sides of the dock. In the dock master's absence, coaches or coxswains will determine launch and recovery according to prevailing winds. Shells shall launch from the lee side of the dock, and recover from the weather side. If there are no prevailing winds, launch on the Sandy Run side and recover on the reservoir side.
4. Outside oar racks are to be used during launching and recovering only.
5. Launching order is directed by the dock master. In the dock master's absence, launch as soon as a space is available, and at the farthest end of the dock.
6. Once the shells are in the water, immediately obtain oars, and vacate the launch area as quickly as possible.
7. Minor and emergency adjustments or repairs shall be made on the water, clear of the launch area. Extensive adjustments or repairs shall be done on slings away from the launch area.
8. Spectators or loiterers may be prohibited by the dock master from the docks during launches and recoveries, and during regattas.

9. No gear, including shoes, may be left on the docks.
10. No racing or high stroking of shells is permitted in the launch area.

Directional Procedures:

1. Shells and launches must keep to the right shore at all times, except when the racecourse is in place:
 - a) On practice days shells and launches may use lanes one and two (Prince William County side) to power stroke downstream, and lanes five and six (Fairfax County side) to power stroke upstream. Lanes three and four are closed to all traffic. Coaches may use the lanes outside the course, or may follow their crews.
CAUTION: Traffic going into and out of Sandy Run and the docking area creates a crossover pattern immediately downstream of Sandy Run.
 - b) On regatta days, the water traffic pattern will be determined by the Regatta Director
2. Shells or launches overtaking other boats must keep clear. The boat being overtaken has the right of way, but has the responsibility to maintain course and speed. The overtaking boat shall keep the slower boat on its right, passing only on the left. Slower traffic must keep close to shore.
3. Coach launches passing shells in either direction should fall behind their own shells, or keep their own shells between the launch and the passing traffic. Launches should be careful not to wake passing shells.
4. Use of the racecourse during practice is restricted to racing type pieces.
5. Stopping on the racecourse is prohibited when other crews are waiting to use the course.
6. Launches and shells must move well past the finish line of the racecourse when completing a practice race.
7. Shells and launches may not switch lanes on the racecourse during practice races.
8. Stopping or turning shells in areas where upstream or downstream visibility is less than 200 meters is prohibited.

Recovery:

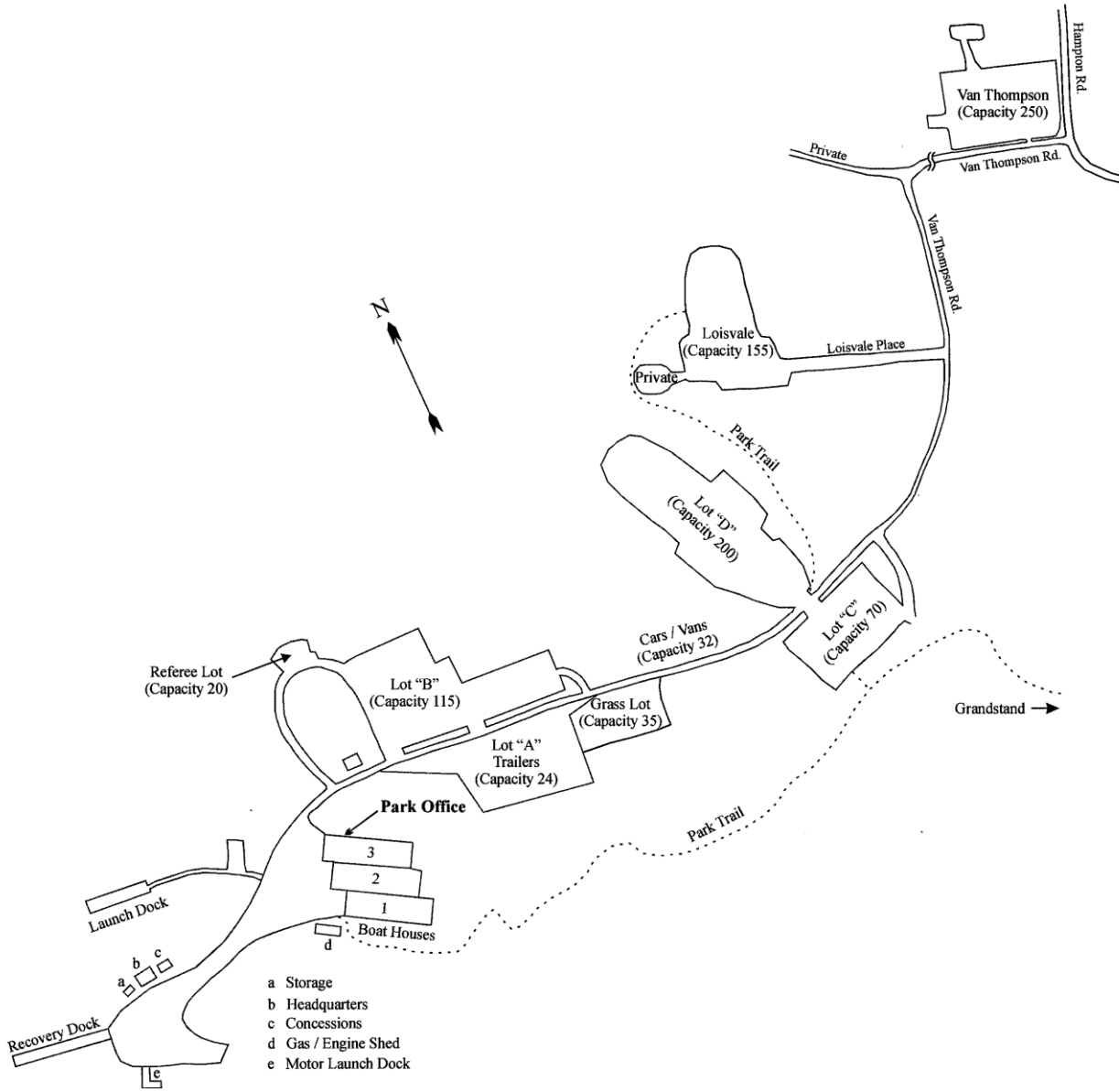
1. Upon returning to the Sandy Run docks:
 - A. When moving downstream: (toward the racecourse)
Shells and launches must move past the blue marker before turning into the dock area.
 - B. When moving upstream: (toward Fountainhead Regional Park)
Stay to the right.
2. Upon returning to the dock, the dock master will direct returning shells to appropriate docking points. In the event that there is no dock master, the rowers shall approach from the weather side as far toward the land end of the dock as possible.
3. Recovery and clearing of the dock area must be done as quickly as possible.

CONTACT INFORMATION

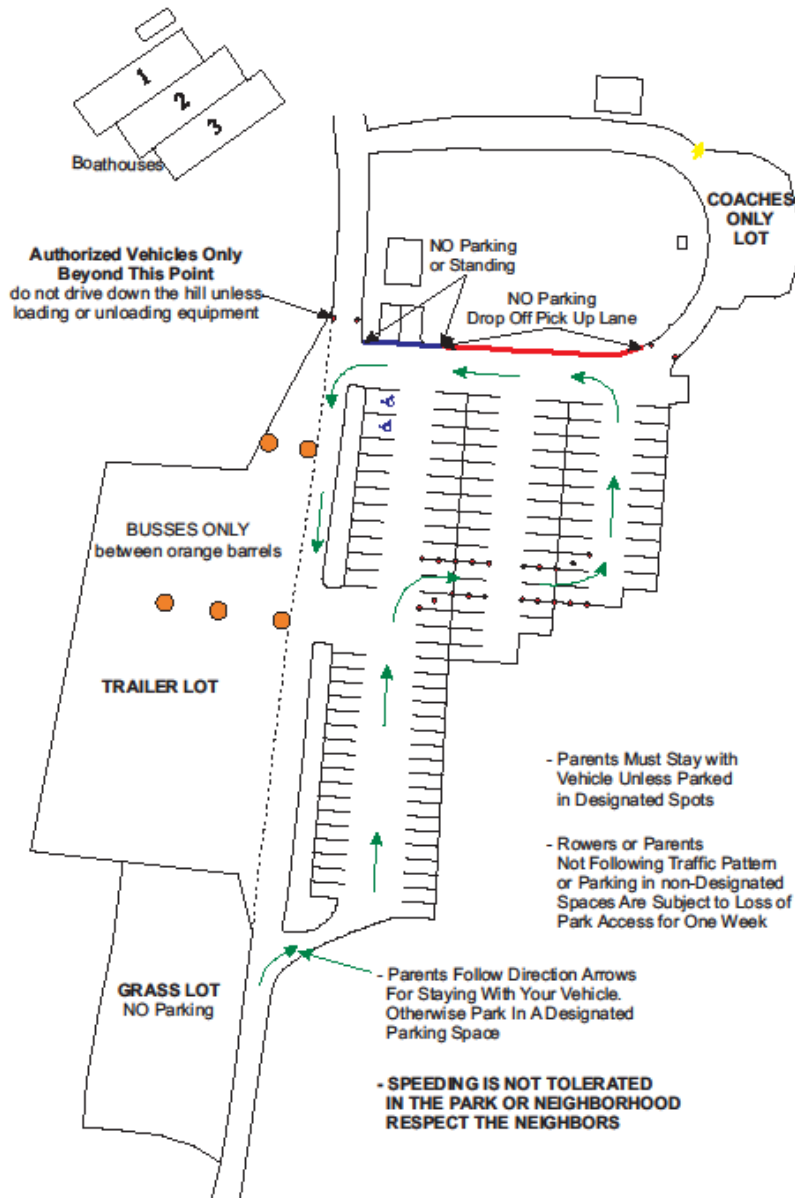
For additional information about Sandy Run Regional Park and Bull Run Marina, please contact the Park Manager at 703-690-4392 or visit www.novaparks.com. Inquiries about camps, programs, regattas, seasonal use, and boat storage may all be directed to the Park Manager.

MAPS

SANDY RUN REGIONAL PARK



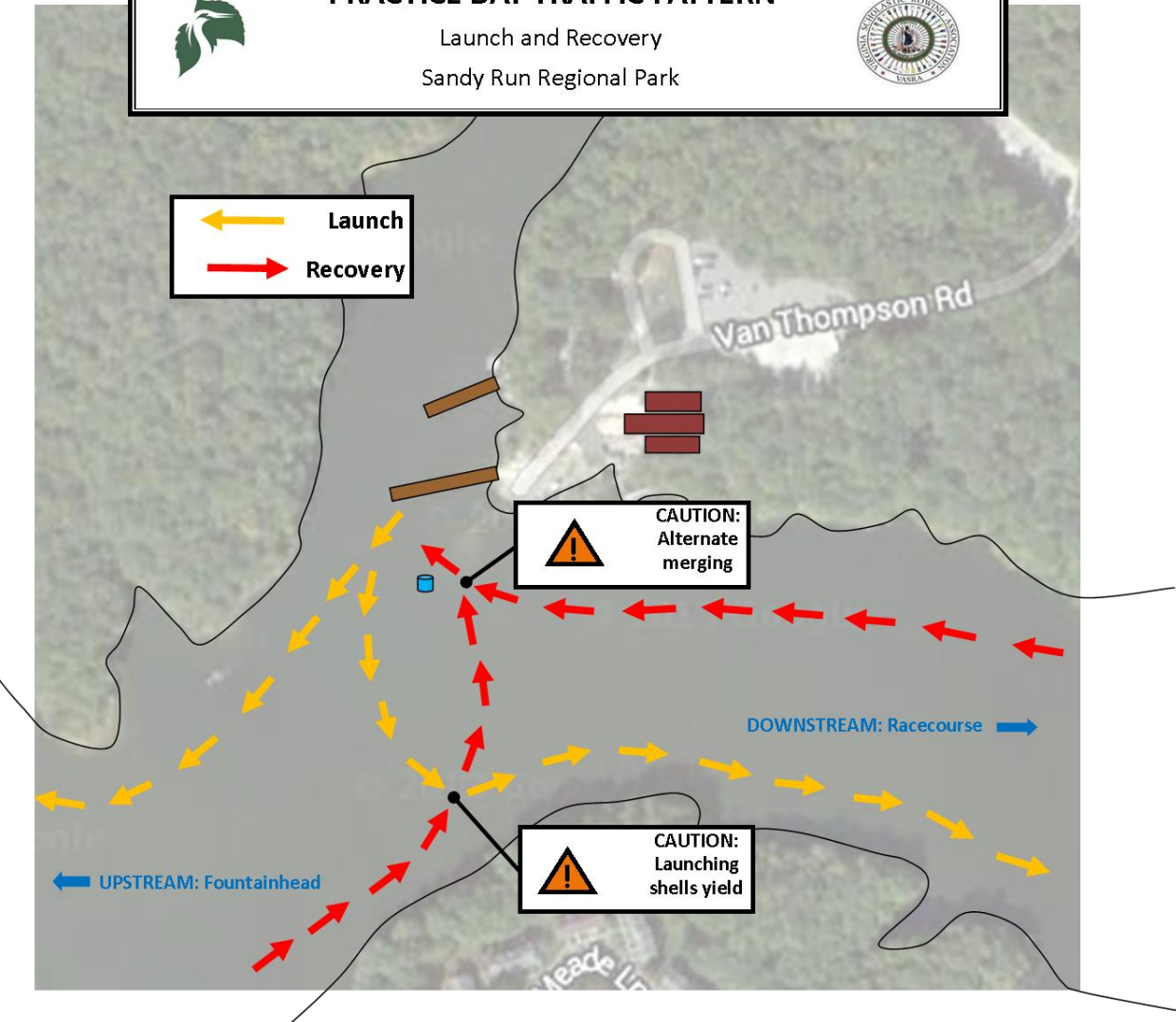
PRACTICE DAY DROP-OFF AND PICKUP TRAFFIC FLOW





PRACTICE DAY TRAFFIC PATTERN

Launch and Recovery
Sandy Run Regional Park



UPSTREAM: Sandy Run

Grandstand



PRACTICE DAY TRAFFIC PATTERN

1500m & 2000m Course
Sandy Run Regional Park



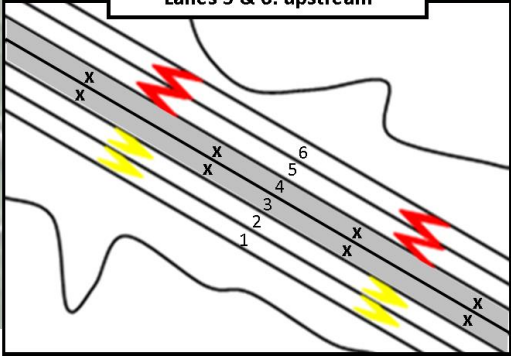
Powerlines

1500m start

Powerlines

2000m start

Lanes 1 & 2: downstream
Lanes 3 & 4: CLOSED to all traffic
Lanes 5 & 6: upstream



TURN AROUND: No rowing past powerlines!*

*See Sandy Run *On-Water Procedures* for conditional use of 2000m course



DAMI!!!