

SANDY RUN REGIONAL PARK and BULL RUN MARINA



Operating Procedures

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INTRODUCTION

Sandy Run Regional Park 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 and Bull Run Marina provide for rowing, sculling and related activities, including competitive events, and primarily serves local high school scholastic and college rowing programs. While the parks cannot begin to accommodate all such programs in the region, they are a heavily used resource for thousands of rowers.

The ever-growing attraction of the parks with its limited capacity for boat storage, parking, and racing lanes produces significant management challenges. The *Sandy Run Regional Park and Bull Run Marina Management Plan*, with appendices, is a guideline for confronting these challenges and for reducing the impact of park visitors on the facility, environment and community.

HOURS OF OPERATION

Sandy Run Regional Park and Bull Run Marina are open from the first weekend in February until the last weekend in November (weather permitting) for activities related to rowing, sculling, sprint kayak, and sprint canoe. The hours of operation are from one-half hour before sunrise to one-half hour after sunset for persons, or groups, who have been issued a gate key. **Boats are not allowed on the water before sunrise and must be off of the water by sunset.**

Park employees periodically inspect the premises to ensure compliance with the hours of operation and other rules. Persons or groups who have a legitimate need to be in the park at times other than the hours of operation must first obtain permission from the Park Manager.

February & March: Adult rowers may take out 2x, 4x, 4, 8x, or 8's in pairs. No singles may be taken out during this period unless accompanied by a launch - even in unseasonably warm weather conditions. Collegiate and scholastic rowers must follow the guidelines for their respective divisions.

COMPLIANCE WITH LAW

NOVA Parks requires full compliance with all federal, state and local laws and all regulations and orders of NOVA Parks affecting events and activities at Sandy Run Regional Park and Bull Run Marina.

Accordingly, no one may be excluded from participating in, nor denied the benefits of those activities and opportunities afforded by the park, or otherwise be subjected to discrimination because of a race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, or disability. All programs and facilities at the park will provide reasonable accommodation for persons with disabilities, in strict accordance with the Americans with Disabilities Act.

USER GROUP AND COMMUNITY INVOLVEMENT

Citizen involvement from both user groups and the community is vital to the operation and success of Sandy Run Regional Park and Bull Run Marina. User groups are defined herein as organizations, schools, teams, clubs, camps, or programs conducting activities at the park. NOVA Parks will invite the community and each of the primary user groups to appoint a liaison to the park for the purpose of providing input at the time of annual review or upon special invitation.

In order to keep the community aware of activities at the park, NOVA Parks will forward a copy of the regatta schedule, on or about February 1 of each year, to each resident of Seven Hills Estates and Hampton Woods III

GROUP ACTIVITIES

Permits, Memoranda of Understanding (MOUs), or Acknowledgements are intended to insure compliance with the *Sandy Run Regional Park and Bull Run Marina Operation Procedures* (including appendices) and to clearly identify responsibility for group member actions and safety. Permits, MOUs, or Acknowledgements are required by NOVA Parks for any and all groups using Sandy Run Regional Park and Bull Run Marina 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.

ACKNOWLEDGMENT OF REQUIREMENTS FOR PARTICIPATION IN SCHOLASTIC ROWING

Coaches and leaders of high school rowing teams or clubs assume responsibility for the safety and conduct of participants under their supervision on NOVA Park's property or the Occoquan Reservoir. They are required to be fully aware of the policies and procedures identified in the *Sandy Run Regional Park and Bull Run Marina Operating Procedures* and appendices. High school administrators, booster club presidents, and coaches must formally agree to comply with the policies and procedures before the team or club is permitted to use the rowing facilities, including storage areas, parking lots, grounds, or docks.

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.

INSURANCE AND INDEMNIFICATION

Unless otherwise stated in the *Acknowledgement of Requirements*, the organizations and individuals using the Facility will indemnify, protect and save harmless NOVA Parks from all claims, demands, actions, causes of action, injury to persons and liability of every kind and nature for their respective activities at and use of the Facility, unless attributable solely to the negligence or willful misconduct of NOVA Parks, its employees, contractors or representatives to the extent allowable by law.

Without limiting its liability, sponsors of regattas, camps, programs, or other activities shall secure and maintain a minimum of \$2 million in general liability insurance covering on-water and on-land activities and product liability insurance, naming NOVA Parks as additional insured. Self-insured state agencies do need to meet this requirement. NOVA Parks shall be provided with certificates of insurance verifying coverage prior to any activity occurring on an annual basis.

NOVA Parks shall insure its buildings and other property at the Facility as it deems necessary and appropriate, but assumes no responsibility for the care and safety of private property stored or used at the Facility, belonging to the Regatta Sponsor its members and invitees, or others.

TRAFFIC AND TRANSPORTATION

Vehicular traffic within the park, and on roads leading to the park, is a serious concern in respect to the safety of both visitors and community residents. NOVA Parks supports efforts to curtail the amount and speed of traffic on Van Thompson Road and will continue to pursue measures that will resolve traffic and transportation problems related to park activities. These measures will include:

- Request the Fairfax County Police Department to increase surveillance of Van Thompson Road and to periodically provide radar enforcement of the speed limit.
- Continue to encourage user groups to establish car-pooling and busing for teams and shuttle busing for regatta spectators.
- Work cooperatively with user groups to restrict the size of regattas or limit the number of spectator vehicles.
- Require regatta sponsors to hire police officers to provide traffic control at critical road intersections during large events or times of high visitation.
- Require regatta sponsors to provide road monitors on Van Thompson Road during large events to minimize traffic congestion and damage to private property.
- Provide residents with identification passes that will expedite travel to their homes during regattas.

PARK ENTRANCE

Parking is prohibited in the vicinity of the park entrance or on private property.

Sandy Run Regional Park:

The park entrance gate will be unlocked and open for weekday scholastic practices (2pm to sunset) and during special events. The gate and should be closed and latched at all other times. Gate and boathouse keys are available to rack space renters, coaches, and other approved users upon payment of a key deposit fee. (See Gate Key Permit)

Bull Run Marina:

The entrance gate must remain closed and locked at all times. During practices or special events a representative from the team or club must stay at the gate to let their participants into the park. It is not okay to leave the gate open and unattended.

PARKING

NOVA Parks will not permit general daily use Sandy Run Regional Park and Bull Run Marina to exceed the park's capacity for parking vehicles and equipment. While more than adequate parking is available within park boundaries for daily use and practices, parking lots within the park cannot always accommodate the many spectators who visit during weekend regattas. NOVA Parks offers two satellite parking areas for large events at Sandy Run and requires regatta sponsors to arrange additional satellite parking when anticipated large spectator crowds would exceed the capacity of the lots. A complete description of satellite parking is provided in the *Regatta Guidelines and Permit Application*.

REGATTAS

Regattas present the heaviest impact to park property, community roads, and other resources. Challenges related to regattas usually involve parking and shuttling of large numbers of spectators. To mitigate the strain on the parks and surrounding communities, regattas are limited

to a maximum of 2,000 individual competitors (rowers & coxswains) per day. If regattas allow double (or more) rowing by an individual, the regatta is limited to 1,750 individual competitors with a maximum of 2,400 total entries or competitors (rowers & coxswains).

The length of the scholastic rowing season currently restricts the number of scholastic regattas that may be conducted at Sandy Run Regional Park. Approximately twelve scholastic regattas and three collegiate regattas are conducted in the spring season (March to May). Three open regattas are conducted in the fall season (September to the first weekend in November). No regattas are held in the winter season (December to February). Even with a limited number of weekends available for regattas the requests to host regattas continues to increase.

Requirements for the conduct of regattas are detailed in the *Regatta Guidelines and Permit Application*.

Most regattas involve rowers from the Northern Virginia region or those who are invited to compete with Northern Virginia teams. From time to time, NOVA Parks may permit events that involve regatta sponsors and groups from outside NOVA Parks' jurisdictions. Such events will be considered on an individual basis.

SCRIMMAGES

Scrimmages between two or three organized teams are permitted under the following conditions:

- All scrimmages must be held in accordance with VASRA Rules.
- All scrimmages must be organized by a team currently housed at Sandy Run Regional Park, Bull Run Marina, or by a team located within one of the six NOVA Parks member jurisdictions (Cities of Alexandria, Fairfax and Falls Church and Counties of Arlington, Fairfax and Loudoun).
- All scrimmages must be scheduled at least two weeks in advance with the Park Manager.
- Only one scrimmage will be permitted per day.
- In the event scrimmages are conducted as fund raising activities, they are subject to special permit restrictions and fees. (See "Contracts and Permits for Group Activities" above)

ROWING CAMPS AND PROGRAMS

Camps for the purpose of teaching rowing and sculling are held during the summer and fall at Sandy Run Regional Park and Bull Run Marina. NOVA Parks does not create, run, or manage these events. These programs require express written permission by NOVA Parks and must comply with the Virginia Scholastic Rowing Association rules regarding out-of-season practice (when applicable). Camps and programs must be scheduled at least sixty days in advance with the Park Manager. Requirements for the conduct of camps are detailed in the *Rowing Camp Guidelines and Permit Application*.

All camps and programs must comply with the *Sandy Run Regional Park and Bull Run Marina Operating Procedures* (including appendices).

COLLECTION OF LITTER

NOVA Parks recognizes an obligation to the community to police park property, all parking, adjacent roads, and other event areas for litter or debris generated by regattas or other rowing activities. Such policing will occur within 24 hours of the event or as otherwise needed. 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.

Teams and organizations are expected to support the recycling program by supplementing the park recycling containers by providing recycling containers for their events and appropriately disposing of the collected materials.

BOAT STORAGE

Boat storage in the boathouses and on designated outside racks has been filled to capacity. It is the intention of NOVA Parks to have boats that are not in continuous use removed to make space for other boats. Individuals who own a boat and store it at Sandy Run Regional Park are required to row their boat a minimum of twenty (20) times per year (February through November) in order to meet requirements for renting of rack space. These individuals must notify the Park Manager of the dates when he/she rowed by filling out a log sheet placed inside the entrance to each boathouse.

When boathouse rack space becomes available, it shall be a priority to fill the space with boats from individuals or programs residing within a NOVA Parks supporting jurisdiction. Consideration should be given to allocating the space to a scholastic rowing program new to Sandy Run Regional Park. In the event a new program is not selected by NOVA Parks, the rack space will be offered for rent to the team already residing at Sandy Run Regional Park with the smallest number of boats and the corresponding need. Should that group decline, the rack will be offered to the team with the next smallest number of boats. At the Facility, boats may be stored only in spaces designated by NOVA Parks.

If a shell is not actively used for more than one (1) year the NOVA Parks will end the rental agreement for that rack space and allocate the space to another team.

Boat storage for scholastic/collegiate rowing clubs and teams is only available to those clubs and teams that practice at Sandy Run Regional Park during their respective rowing season. A club or team is required to practice a minimum of four days a week, on the water and/or on land depending on weather and water conditions. A club or team that does not continuously utilize the facility will be asked to permanently vacate all of their boat storage spaces. Spaces that become available will be offered in accordance with the *Sandy Run Regional Park and Bull Run Marina Operating Procedures*.

Scholastic/collegiate rowing clubs, teams, or other organizations that do not have boat storage and wish to utilize Sandy Run Regional Park for summer or fall camps must request submit a

Rowing Camp Application. If the application is accepted, the applicant will be given permission to temporarily store their shells on temporary outside racks during the camp duration for a fee. Camps must comply with NOVA Parks' rules as well as Virginia Scholastic Rowing Association and the Virginia High School League rules regarding out of season practice.

Temporary outside racks will be installed near the boathouses in preparation for large regattas.

When an organization or individual purchases a new boat they must remove an equal number of their existing boats. Boats may be moved to outside racks on a temporary basis, for a reasonable amount of time, until they are removed from the Facility – expressed written permission from the Park Manager is required for temporary storage. While on the outside rack, the daily rack fee will be charged for the boat.

Sub-leasing, trading, sharing, or loaning of any and all rack space must be approved in writing by NOVA Parks. Any team, organization or individual with rack space they wish to sub-lease, trade, share, or loan must notify the Park Manager. The Park Manager will allocate the rack space for a limited term on behalf of the primary leaseholder, but will continue to bill the primary leaseholder. Primary leaseholders may charge no more for their sub-let space than NOVA Parks rack fee for the same period of time. Rack space will be sub-leased under the same considerations given to the long-term reallocation of rack space. Rowing programs or individuals not housed at Sandy Run Regional Park or Bull Run Marina will have to remove their equipment from Sandy Run Regional Park or Bull Run Marina at the end of the sub-lease term. Sub-leasing rack space does not convey preference for full-term leasing of rack space should such space become available.

Renters of boat storage space must pay a deposit fee to receive a key to the entrance gate and boathouse and fill out the *Boat Storage Agreement* (Forms) and the *Gate Key Agreement* (Forms).

TRAILER STORAGE

Empty boat trailers belonging to teams or organizations that rent boat storage space at Sandy Run Regional Park or Bull Run Marina may be stored at the Facility at the discretion of the Park Manager, provided that:

1. The trailer owner must waive in writing all claims against NOVA Parks and its agents and employees for damage to and loss of the trailer including but not limited to damage or loss by theft, pilferage, fire, flood, vandalism or acts of God.
2. Trailers will not be kept in the park on regatta days and must be removed at least 24 hours in advance in order to provide parking space for in-coming teams' trailers, buses and vans.
3. Trailers must be removed within a 48-hour notification by the Park Manager.
4. No boats may be stored on trailers without the Park Manager's express written approval.
5. The trailer owner must agree in writing that NOVA Parks, in the event of non-compliance with storage policies, has the right to relocate the trailer, that the trailer owner

will pay all expenses for such relocation, and that the trailer owner will assume all liability for the trailer while it is moved and stored at another location.

STORAGE SUMMARY

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 storage areas. 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 not block traffic to and 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.

14. Park Management may secure improperly stored items. Owners must contact the Park Manager to reclaim equipment stored by Park Management and its representatives.
15. Trailers are not allowed to be stored at the park during regatta season and must be removed at least 24 hours in advance of events in order to provide parking space for incoming competitors' trailers, buses and vans.
16. Boat trailers may not be stored at Sandy Run Regional Park when it is closed for the winter (December and January) without prior written permission from the Park Manager.
17. During December and January resident teams at Bull Run Marina may store their trailers in the parking area next to the boathouse. Trailers must not be stored in the parking lots at Bull Run Marina.
18. Sub-leasing, trading, sharing, or loaning of any and all rack space or storage areas must be approved in writing by the Park Manager.

BOAT MOTORS

No boats with a motor larger than 10 horsepower may be launched from Sandy Run Regional Park or Bull Run Marina according to Fairfax County Water Authority regulations **and Virginia State Law**. The Environmental Protection Agency (EPA) is prohibiting the production of 2-cycle boat motors after 2006. In order to comply with the spirit of the EPA regulations and to improve the environmental quality of the Occoquan Reservoir, all 2-cycle boat motors in use at Sandy Run Regional Park and Bull Run Marina must be replaced by 4-cycle motors by February 4, 2006.

RACECOURSE

The racecourse of the Sandy Run Regional Park is a straight 1500 and 2000-meter course involving six racing lanes. The course is designed, constructed and maintained by the Virginia Scholastic Rowing Association. Use of the course is subject to permission from the Virginia Scholastic Rowing Association and must be in accordance with requirements stated in the *Sandy Run Regional Park and Bull Run Marina Operating Procedures* (Appendix A). Other temporary courses may be established for individual events.

GRANDSTAND AND FINISH LINE

Because of steep grades and narrow width of the pavement, the paved access road to the grandstand and finish line is restricted. Only vendors, event officials, public shuttles and other vehicles expressly approved by the park manager are allowed to use the road or the limited parking at the grandstand.

In the interest of public safety, event participants and spectators are not permitted to walk upon the paved access road to the finish line. NOVA Parks maintains a pedestrian trail from the parking lot to the judges' stand at the finish line.

CHANGES TO THE OPERATING PROCEDURES

The *Sandy Run Regional Park and Bull Run Marina Operating Procedures* are subject to review as park conditions and needs change with time and use. NOVA Parks will continue to review and amend the plan to better serve public and community interests.

SUMMARY OF PARK RULES

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 must assume full responsibility for the safety and conduct of rowers and others under their supervision while on NOVA Parks' property or the Occoquan Reservoir.
3. Individual adult rowers are fully responsible for personal safety and conduct; and must abide by all safety rules and conditions set by NOVA Parks and Sandy Run Regional Park Management.
4. Conduct that endangers the safety or wellbeing of others is prohibited.
5. All persons using park property, facilities, boathouses, and outside rack space must register with the park management and pay the appropriate fee.
6. Any activities other than team practices must be scheduled in advance with the park manager. Such activities may include regattas, scrimmages, workdays, training camps, picnics, team recognition events, and meetings.
7. Crews will obey park weather rules, including lightning and storm warnings.
8. Scholastic team members are only permitted in the park under the supervision of their team's coach.
9. No boats may launch before 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. Please check sunrise and sunset times and plan accordingly.
10. No person shall launch a boat with a motor larger than 10 horsepower from Sandy Run Regional Park per Fairfax County Water Authority and Virginia Department of Game and Inland Fisheries regulations.
11. All boats with motors at Sandy Run Regional Park must be properly registered in accordance with Virginia Department of Game and Inland Fisheries Boating Regulations, or their home state if travelling to Sandy Run Regional Park. Boats that are not properly registered must be removed from Sandy Run Regional Park.
12. All launch occupants must wear a U.S. Coast Guard approved personal flotation device.
13. Swimming is prohibited in the Occoquan Reservoir per Fairfax County Water Authority regulations.
14. Fishing is prohibited at Sandy Run Regional Park.

15. Launching of kayaks, canoes, and standup paddleboards without prior written permission from the Park Manager is prohibited at Sandy Run Regional Park.
16. 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. Items left overnight may be considered litter and disposed of at NOVA Park's discretion.
17. The park speed limit is 15 miles per hour.
18. Pets are not allowed in the park on regatta days. At other times, all pets must be on a leash in accordance with Fairfax County leash law.
19. Virginia State Law prohibits alcoholic beverages in the park.
20. Conduct that endangers the welfare of any person is prohibited.
21. The park entrance gate must remain closed and latched at all times except from 2pm-Sunset on weekdays during scholastic practice season. Opening the gate for special events, activities, and other times must be approved by park management.
22. Sandy Run Regional Park and Bull Run Marina are closed December and January for rowing and rowing related activities. The parks reopen for rowing and rowing related activities in February, weather permitting. Access to the parks when closed is by appointment only. Call Sandy Run at (703) 966-3882 or email sandyrun@nvrpa.org.
23. Misconduct of individuals (this includes team members, trainers, coaches, parents, volunteers, fans, and other team associated persons) may be considered an action of their group and their group could be subject to dismissal or other action.
24. Front gate and building keys will be issued by the park management to authorized persons upon receipt of a key application and key fee. Keys may not be loaned or copied.
25. The last person to leave Sandy Run Regional Park is responsible for locking all buildings and the front gate.
26. All vehicles and trailers must park in designated parking lots. Vehicles are only permitted near the boathouses, docks, and ramp are prohibited except to load or unload equipment, or when supporting substantial maintenance during scheduled workdays.
27. Only vehicles authorized by park management are permitted on the access road to the judges' stand and the grandstand at Sandy Run Regional Park. Pedestrian and bicycle traffic are prohibited on the access road at all times.
28. Bicycles and motorized vehicles are prohibited on park trails at Sandy Run Regional Park

and Bull Run Marina.

29. Jogging is restricted to the confines of the parks and only to trails and paved roads.
30. All rowers under the age of sixteen must row accompanied by an adult.
 - a. Equipment stored at Sandy Run Regional Park and Bull Run Marina 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.
31. Physical training equipment, such as weights, jump ropes, ergo meters, etc., shall only be used in designated training areas only.
32. Gasoline shall be stored in the designated fuel storage area, 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. Storing linseed oil at Sandy Run Regional Park and Bull Run Marina is prohibited. All other storage areas are to be used as assigned by the park management.
33. Smoking is not permitted in or near boathouses or on the docks.
34. Open flames are not permitted in the parks. This includes Sterno-type fuel, grills, and/or open flame warmers.
35. Generator use is prohibited at Sandy Run Regional Park and Bull Run Marina.
36. Vandalism or theft must be reported to the park management immediately.
37. Boathouse aisles must remain clear of boats or other equipment, unless otherwise authorized by park management.
38. Rowing shells must be stored in assigned rack space. Storing shells in temporary racks, slings, and boathouse aisles is prohibited.

VIOLATION OF PARK RULES

1. First Violation: Violators will leave the park and not be allowed back in the park for 24 hours.
2. Second Violation: Violators will be banned from the park for seven days.
3. Third Violation: Violators will be banned from the park for one year.

LIGHTNING PREDICTION SYSTEM PROCEDURES

At Sandy Run Regional Park 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 Regional Park 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 Regional Park and Bull Run Marina 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. Do not row in fog unless your visibility to shore is at least 100 yards. If fog sets in while on the water, proceed slowly toward the docks, and signal with a whistle every minute.
8. Coaches must be certified in 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. 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.
9. When air temperature is below 50 degrees and/or water temperature below 50 degrees, scholastic, collegiate, and club launches 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. In February and March rowing in singles is prohibited unless accompanied by a launch.
10. Launches should carry the following minimum emergency supplies:
 - a. Cable to secure engine to launch
 - b. Six foot bow or stern line
 - c. First aid kit
 - d. PFD for each passenger in the launch
 - e. Blanket for each rower and launch personnel (cold weather/water)
 - f. Warning/signaling device
 - g. Paddles
 - h. Anchor
 - i. Tool kit for emergency repairs

- j. Enough PFDs to provide one to every person in a shell escorted by the launch.
- 11. Shells are recommended to have a whistle or horn aboard for emergency signaling.
- 12. Coaches and rowers must follow the water safety signal flags and adhere to the warnings and restrictions. Flags will be flown at the discretion of the park management:
 - a. Yellow - High winds/rough
 - b. White - Air/water temperature below 35 degrees
 - c. Orange - Approaching storms
 - d. Blue - Obstruction on water (i.e., ice, logs)
 - e. Red - Launching prohibited
 - f. Purple - Water flowing over dam
 - g. No Flag - Coaches and rowers monitor conditions
- 13. 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.
- 14. Noting the few exceptions below, high school/secondary school teams/clubs shall not row past the power lines.
 - a. NOVA Parks may permit 2,000 meter practices and races under the following conditions:
 - i. A pre-regatta or pre-practice safety meeting must be held with coaches, coxswains, and rowers.
 - ii. The Fairfax Water Authority safety buoys are in place and are not in any way damaged or compromised.
 - iii. Two safety boats are to be assigned to the starting area during regattas.
 - iv. On practice days, coaches can coach no more than two shells. Coaches stopping to give instructions to the coxswains and rowers or queuing before returning to the race course and must use Hooses Run. Crews shall not loiter outside the buoyed dam area.
 - v. Boaters must know and comply with traffic patterns established for regatta and practice days.
 - b. Two thousand meter practices and races will be permitted for varsity/championship boats only when less than one foot of water is flowing over dam. The 2,000 meter course may be prohibited when winds are blowing towards the dam, winds are over 10 MPH, or the Fairfax Water Authority safety buoys are not in place or in any way damaged or compromised.
 - c. Under no circumstances will crews approach within 500 meters of the dam. Any launches witnessing a crew within 500 meters of the dam should recognize that the crew is in danger and respond. Typically the safest and fastest way to bring a crew to safety is to have them immediately row away or pass a line and pull slowly away from the dam.
- 15. Shells and launches must return to Sandy Run Regional Park or Bull Run Marina docks at the first sound of thunder or if the lightning prediction system sounds. If the storm is

upon you, take the boats ashore and wait for the storm to pass. Although no place outside is safe from a lightning storm, the following can minimize risk:

- a. Get out the shell/launch and move away from the water.
 - b. Move to dense areas of smaller trees that are surrounded by larger trees, or move to low lying areas.
 - c. If you are with a group of people, spread out.
 - d. Crouch or sit.
 - e. Avoid open areas.
 - f. Stay away from isolated tall trees, utility poles, or towers.
 - g. Do not touch metal objects.
 - h. An enclosed building is a safe structure.
16. All rowers should have a physical and pass a swim test.
17. All launch drivers who are residents of Virginia should have a Certificate of Completion for a Virginia Safe Boating Course. Launch drivers from other states should have a Safe Boating Certificate of Completion from their state of residency.

Shells and Launches:

1. Every scholastic shell must be accompanied by a motor launch. No motor launch shall supervise more than two 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 motorboat 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. All shells must have the team/organization name clearly visible on the port and starboard sides.
9. Boat capacities may not be exceeded.

Launching:

1. To Row Upstream: (toward Fountainhead Regional Park)
 - a. Stay to the right.
2. To Row Downstream: (toward the race course)
 - a. Pass the blue marker on the upstream side moving towards the Prince William County shore, and proceed downstream.

3. Shells shall be launched bow first on the dock.
4. 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.
5. Outside oar racks are to be used during launching and recovering only. Oar Racks must be used during launching and recovering.
6. 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.
7. Once the shells are in the water, immediately obtain oars, and vacate the launch area as quickly as possible.
8. 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.
9. Spectators or loiterers may be prohibited by the dock master from the docks during launches and recoveries, and during regattas.
10. No gear, including shoes, may be left on the docks.
11. 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.
 - i. 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, toward the center of the channel. 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 the shells they are passing.
4. Use of the racecourse during practice is restricted to racing type pieces.
5. Stopping or turning early 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; if stopping, pull far to the right to allow crews to pass.
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:

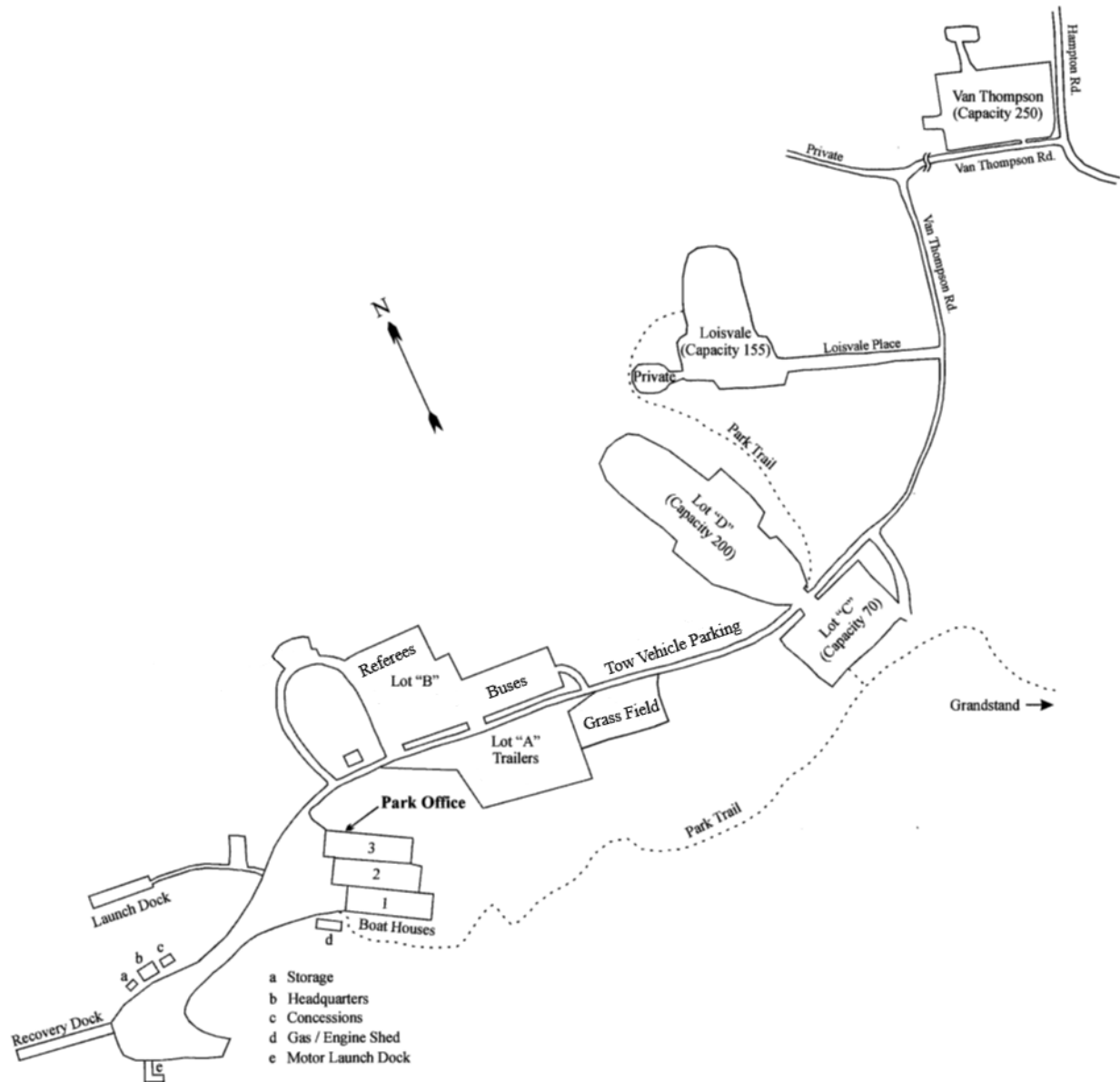
1. Upon returning to the Sandy Run Regional Park docks:
 - A. When moving downstream: (toward the racecourse)
Shells and launches must move past the marker before turning into the dock area.
 - B. When moving upstream: (toward Fountainhead Regional Park)
Stay to the right.
2. Upon returning to the dock, 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 703-966-3882 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

