

**Dogwood Lake Campground
RV Placement & Lot Improvement Policy**

**DWL-POL-001
Revision: 007
May 20, 2025**

A. Purpose/Summary:

To define the procedure for requesting approval for a permit to place an RV on a lot the first time, to temporarily store an RV and/or construct any permanent improvements to any lot within Dogwood Lake Campground.

B. Authority Reference:

1. Declaration of Covenants, Dogwood Lake - Article IV, Paragraph a.
2. Dogwood Lake Campground Rules and Regulations

C. Definitions:

1. Association Member: Any lot owner within Dogwood Lake Campground. (NOTE: Association member and lot owner are synonymous terms.)
2. Board of Directors: Elected or appointed Association members charged with the responsibility of governing Dogwood Lake Campground.
3. Cease Work Order: Written or oral notification that a permanent building or construction must halt.
4. Dogwood Lake: As used herein refers to Dogwood Lake Campground.
5. Environmental Committee: Appointed Association members that review all improvements.
6. Suspension of Privileges: Revocation of campground access via electronic gate, access to common ground, services, and voting privileges.

D. Applies To:

All lot owners

E. Requirements:

1. Permits approved by the Chairperson and Environmental Committee, or one of the previous and a second Dogwood Board member, or two Dogwood Board members acting on behalf of the Environmental Committee are required for following:
 - a. Prior to placing an RV on any lot in Dogwood Lake Campground, the request must be made using the Permit Request Form accompanied by a sketch showing the planned location for the RV.
 - i. No additional permit is required when this RV is moved in and out of the campground; however, if this RV is permanently moved to a new lot or is replaced by a different RV (see paragraph 1 b. for temporary storage), a new permit is required from Dogwood Lake Environmental and from Warren County Planning and Zoning.
 - b. To temporarily store an RV on a vacant lot.
 - i. The RV can only be placed on a vacant lot. The lot does not need to be owned by the RV owner, but permission from the lot owner where the RV is being placed is required.
 - ii. The temporary permit must be obtained by the lot owner allowing the temporary use of their owned lot.
 - iii. If the lot does not have access to the sewage system or a sewage tank installed, the RV cannot be hooked up to water and must not be occupied.
 - iv. Temporary storage should not exceed 30 days.

- c. Prior to making any permanent improvements to any lot. See paragraph G for a list of improvements requiring a permit.
2. If a permit request is unclear, questionable, or is missing information, it is the responsibility of the Environmental Committee to establish communication with the lot owner concerning the issue.
3. It is the lot owner's responsibility to contact Warren County Planning and Zoning to determine if a county permit is required. An approved permit from the Dogwood Lake Environmental Committee is required prior to applying for a permit from Warren County P&Z. Warren County may charge a fee for permits. These fees are subject to change. It is recommended that you contact Warren County for the latest fee information.
4. Permit requests, approved or denied, will be kept in the lot owner's lot-specific file.
5. Approved permit(s) must be displayed on the lot until the work is complete. If work is not completed within (90) days, the permit must be renewed. A request for renewal must include an explanation of why the project has not been completed.
6. Any new or repaired connections to the water or sewer system shall be in compliance with DWL-POL-005, Utility Connection Policy.
7. Any lots located on or at the base of a dam structure in the park may be subject to additional requirements and restrictions to protect the integrity of the dam. Permit requests for these lots will be handled accordingly.
8. Any building or construction being performed without an approved permit shall be issued a cease work order. If the work continues without approval, the Dogwood Lake Board of Directors can enforce penalties up to and including suspension of privileges, removal of unauthorized improvements or legal action.
9. If at any time, damage to the infrastructure of Dogwood Lake occurs during a project, the lot owner shall be held responsible, legally and financially.
10. Requirements for setback from property lines is normally dictated by Warren County Planning and Zoning; however, due to the variation of lot sizes in Dogwood Lake Campground, Warren County P&Z has delegated the responsibility for approval of variances to the Dogwood Lake Lot Owners Association Board of Directors. Due to the variances in lot sizes and configurations, no standard setback has been established and determination of allowable setback requirements will be made on a case-by-case basis.
11. If a Lot Owner decides to change a plan, a revised permit request must be submitted. Only the changes require approval. The Environmental Committee shall have the right to halt construction if changes do not meet with the committee's approval.

F. Approval Process

1. Submit a request for permit via the Dogwood website, or by using the paper form available in the clubhouse. Always include a sketch to clarify request and to show placement of the RV/construction project on the lot.
2. Allow a maximum of (2) weeks for permit approval. The lot owner will be notified when the request has been reviewed and, if approved, it can be taken to Warren County P&Z for approval (if required). Work shall not begin until all approvals have been obtained.

G. Improvements Requiring Approval

Following is a list of improvements requiring approval; however, this may not be an all-inclusive

list. Please direct all improvements in question to the Environmental Committee.

1. First-time placement of RV on a lot.
2. Decks.
3. Retaining walls and backfill.
4. Permanent shelters/patio covers.
5. Water line access
6. Repairs to existing water lines (including replacement of spigots).
7. Sewer line access.
8. Electric lines (above or below grade).
9. Tree removal (if more than four inches in diameter).
10. Sheds (size cannot exceed 192 square feet).
11. Screened-in porches and porches with glass. Minimum amount of screen and/or glass is 60%
(*NOTE: Amount to be determined by measurement of actual screen and/or glass areas.
Frames cannot be included as part of the measurement.*)
12. Concrete or flatwork.
13. Permanent carport structures.
14. Permanent dog kennels or pens.
15. Culverts for rainwater runoff.

Approved by:

s/Tom Bauer

Environmental Chairperson, Board of Directors
Dogwood Lake Lot Owners Association