



INDIAN ACRES CLUB OF THORNBURG, INC.

Site Control Department

P.O. Box 120, Thornburg, VA 22565

(540) 582-6444 Fax (540) 582-3246

e-mail: Sitecontrol@indianacres.org

SITE CONTROL DEPARTMENT RULES AND REGULATIONS



March 22, 2025

Table of Contents

Authority	2
Introduction	2
Camping Season	2
Tarps	2
Permits	3
Improvements Requiring an IACT Site Control Permit Only	4
Improvements Requiring BOTH an IACT Permit and a Spotsylvania County Building Permit	6
Trailer Placement Requirements	7
Tents	9
Tree or Limb Removal	9
Residency	10
Commercial Activity within IACT	11
Waste Disposal	11
Sewage	12
Approved Sewage Containers	13
Caravan Circle Use/Overnight Camping	14
Monetary Assessments	14



IACT SITE CONTROL DEPARTMENT
Phone: (540) 582-6444 Fax: (540) 582-3246
HOURS: 8:30 a.m. – 4:30 p.m. (Tuesday – Saturday)
Email: Sitecontrol@indianacres.org

Authority

The DECLARATION OF RESTRICTIONS (DoR) FOR INDIAN ACRES CLUB OF THORNBURG, INC., SPECIFIES THE RESPONSIBILITIES AND AUTHORITY OF SITE CONTROL.

When in doubt whether a permit must be obtained or if additional information is needed on any subject related to the use of or improvements to your site(s), please contact the Indian Acres Club of Thornburg (IACT) Site Control Department [Site Control].

Introduction

IACT is a private campground covering 802 acres, with approximately 6,200 individual camping spots meant just for camping. The Site Control team makes sure each spot is used only for camping and not as someone's Residence or Commercial/Business location.

Site Control also looks after how each camping spot looks to keep the area beautiful and natural. This includes deciding where to put things like campers, carports, and more.

This handbook lists the rules and regulations from the Declaration of Restrictions, Spotsylvania County, the State Health Department, the IACT Board of Directors, and the Site Control Committee. If you have any questions about these rules, you should ask Site Control.

Camping Season

Although access and use of IACT is available throughout the year, the main camping season is from Memorial Day to Labor Day.

- At times during the off-season, some amenities may not be available. Water service (provided by Po River Water and Sewer) is suspended from mid-November through mid-March.

Tarps

Tarps may not be used during the camping season to cover campers, sheds, or other improvements unless there is an emergency to protect against a water leak. In the case of an emergency, Site Control must be contacted to obtain temporary permission for tarp use.

Permits

The permitting process assists Property Owners in ensuring IACT site control regulations are met. Permits are \$15 and are available for the following:

- Trailer Placement (Permanent and Temporary)
- Tree Removal
- Land Disturbance
- Improvement
- Moving an Existing Improvement

Permit Regulations

- Land disturbance and tree removal permits are valid for 30 days; improvement permits are valid for six months, after which a new permit will be required.
- Permits must be visibly posted at all times during construction. It should be protected from weather damage until the project is completed and passes its final inspection.
- Once your improvement is finished, contact Site Control for inspection.
- All permits require a drawing of the site with all existing and planned improvements shown with their dimensions and distances from the property lines and other improvements. The drawing does not have to be to-scale, and it may be hand-drawn.

Please Note:

- Unless otherwise noted, improvements are limited to 256 square feet in area and 12 feet in height as measured from the bottom of the structure.
- Improvements may not be placed within five feet of any easement or setback areas as listed below:
 - Easement
 - 15 feet from the center of the road to the “front” of the lot.
 - Other as described on the lot plat.
 - Setback
 - 5 feet from side property lines.
 - 10 feet from the rear property line.
 - 3 feet from electrical risers and water spigots.
- You can have one of each type of improvement (carport, shed, deck, etc.) on your lot, with at least half an inch between each structure.
- All construction debris must be removed from IACT property at the end of each construction phase.
- Prefabricated structures are subject to the same permitting requirements as site-built structures. Before bringing prefabricated items like sheds or gazebos onto IACT property, you need to secure a permit from IACT Site Control. You'll need to show this permit to Security at the front gate when entering with these items.

Depending on the type of improvement, Spotsylvania County may have to issue a permit as well. The following sections will identify which improvements need IACT Site Control permits only, and which require both IACT Site Control and Spotsylvania County permits:

Improvements Requiring an IACT Site Control Permit Only

Attention: Please read all the rules and regulations before you begin any improvement (including buying materials) or hire someone to make an improvement. This will help ensure you do not accidentally purchase something that is not allowed. If you have any questions or concerns about items, please contact Site Control; we are here to help make your experience smooth and enjoyable!

Awning:

- Awnings are a roof-like cover that extends out from another structure.
- An awning can be attached to an existing structure on your lot/campstead, provided you get the appropriate permit from Site Control.
- Awnings cannot be placed in any setback areas.

Fence:

- Fences are limited to a height of 4 feet (48 inches) and must be constructed from the following materials:
 - lumber,
 - plastic/vinyl, and/or
 - rope/plastic chain.
- The following types of fences are approved:
 - Split Rail
 - Round Dowel
 - Cross Buck
 - Three (3) Board
 - Two (2) Board
 - Two (2) Rope
 - Rope/Plastic Chain with Wood Posts

Please Note:

- Privacy Fences and Pointed Picket Fences are not allowed.
- Property owners are permitted to attach welded wire fencing to the inside of wooden board fences, but standalone wire fencing is not permitted.

Land Disturbance:

- Land disturbance refers to any changes made to the land on your property that involve the relocation, adding, or removal of material.
- Materials must not obscure, block, or cover electrical risers or water risers.
- Property owners are responsible for all costs associated with repairing or replacing risers, culverts or other IACT or Property Owners' property damaged by material deliveries, removal, or other land disturbance activities.
- The placement of waste material on any lot not named in the permit is strictly prohibited and fines will be issued.
- Any waste products must be removed from IACT within 7 calendar days from the completion of the land disturbance activities or fines will be issued.

Please Note:

- Asphalt millings are not allowed for use in IACT.

- Before you begin any digging, please contact Site Control and Po River Water and Sewer to ensure safety and compliance with utility guidelines. Property owners will be held financially responsible for utility repairs if Site Control and Po River were not notified before digging began.

Lean-To:

- A lean-to is defined as a structure with a roof and at least one open side (not enclosed).
- A lean-to can be attached to an existing structure or can stand on its own.

Please note:

- If enclosed, it is considered a **shed** and requires a Spotsylvania County building permit.

Outdoor Fire Pit (except propane fire pits) and Fireplaces:

- Firepits cannot exceed 36 inches in diameter (combustion area).
- Firepits must be fully contained within a solid (no gaps) ring of non-combustible material (e.g., steel, block).
- Fireplaces must include a firebox, chimney, and screen to prevent hot embers from exiting the chimney.
- Firepits and fireplaces must be at least 15 feet away from any structure.
- Firepits and fireplaces may not be placed in any easement or setback area as defined in the IACT DoR.

Paver Patio and Walkway:

- Patios and walkways can be made from pavers (manufactured or natural).
- Concrete is not allowed between the paver stones.

Platform:

- Platforms are ground-level, wooden structures providing a level area for site enhancement.
- Platforms are not considered a deck and are allowed with the appropriate Site Control permit provided:
 - One corner of the platform must always be in contact with the ground.
 - Platforms cannot be taller than one joist and one decking board where it contacts the ground.
 - The other corners and sides can be no more than 30 inches off the ground or else the structure will be considered a deck, and additional requirements will apply.
 - No support beams, columns, or footings are allowed under the platform.
 - Up to two steps may be included, but if three or more steps are added, the platform is considered a deck, and all Spotsylvania deck permitting requirement apply.

Retaining Wall (less than 36 inches)

Skirting:

- Decorative skirting around trailers is allowed with a permit from Site Control.
- Accepted materials for skirting include pressure-treated or vinyl lattice and other manufactured materials intended for skirting.
- Site Control will provide you with installation guidelines and will inspect your work to make sure that the blue boy, waste control valves, and hose attachments remain accessible and visible per Spotsylvania code requirements.
- Skirting must be maintained and kept in good repair.

Steps (two or fewer)

Improvements Requiring BOTH an IACT Permit and a Spotsylvania County Building Permit

IACT Site Control permit requirements remain the same, but County permit application requirements vary depending upon the improvement. Spotsylvania County Building Permits are available through the Spotsylvania County Code Compliance office. It is always good to check the latest regulations before starting your project. If you have any questions, they can be reached on-line or by phone at (540) 507-7222.

Boat Pier/Dock (permanent or floating):

- Limited to 200 square feet.
- Cannot extend more than 6 feet into the lake.

Carport:

- The maximum allowable carport dimensions are 24 feet in width, 48 feet in length, and 20 feet in overall height.

Deck (covered or open):

- Decks may not be higher than 6 feet from the ground or the threshold of the camping unit door.

Electrical Improvement:

- All electrical improvements to Property Owner property

Please note:

- Any modification or repair to the IACT electrical risers or other infrastructure is strictly prohibited. For maintenance, contact IACT Admin during business hours or Security after-hours to initiate a service ticket.

Gazebo

Golf Cart Shelter

Handicap Ramp

Replacement of structure supports (like floor joists or rafters)

Retaining Wall (36 inches or higher):

Replacement of an existing structure covered in this section

Screen Porch/Screen House

Shed (built on site or prefabricated):

- No metal shipping containers are allowed.
- Plumbing is not permitted in sheds.

Steps (three or more)

Trailer Placement Requirements

Before you can place any camping unit or Recreational Vehicle (RV) on your property, a Trailer Placement Permit is required. Site Control will provide you with a plat of your lot that outlines the dimensions, easements, and setbacks, helping you determine the maximum size camper allowed and the best location for your unit. If you decide to move your unit, even within the same lot, you must notify Site Control to update your placement drawing.

Permit Application Requirements:

- Documentation:
 - You must provide Site Control with your camping unit's title or bill of sale, including details like the unit's size (including the hitch), year, make, and VIN number when applying for a Trailer Placement Permit.
- Improvements to Units:
 - Any additions (e.g., overhead shelters or screen porches) must be freestanding and not attached to the unit in any way.
- Unit Quantity:
 - Only one camping unit is permitted per lot.
- Ground Preparation:
 - Poured concrete pads are not allowed. However, concrete paver blocks up to 24 inches by 24 inches can be used under wheels and/or leveling/stabilizing jacks.
- New Purchases:
 - If you buy a new camping unit, you will need to apply for a new Trailer Placement Permit.

Please note:

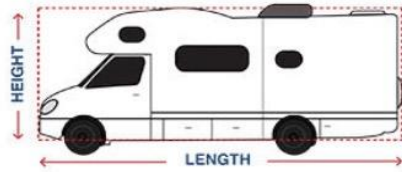
- IACT considers a camper as a trailer with at least four of the six following characteristics:
 - Cooking facility with an onboard fuel source;
 - Potable water supply system that includes a sink, faucet, and a water tank with an external supply connection;
 - Toilet with exterior evacuation;
 - Gas or electric refrigerator;
 - Heating or AC system with an onboard fuel source separate from the vehicle engine; and/or
 - 110V to 125V electric power supply.
- Mobile and “Tiny” homes are not permitted within IACT.
- Sheds cannot be used as camping units.
- Boats cannot be used as camping units.

Size Limits:

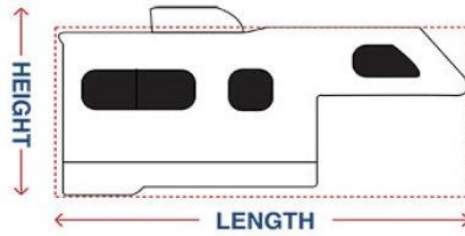
- Units must not exceed 12 feet in width when being transported, 14 feet in width when set up for camping, or 45 feet in length, provided this does not conflict with setback requirements. Please refer to the accompanying chart for how to measure your type of RV.

Please note:

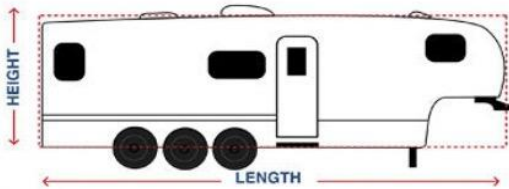
- A “park model” is measured similarly to a travel trailer.



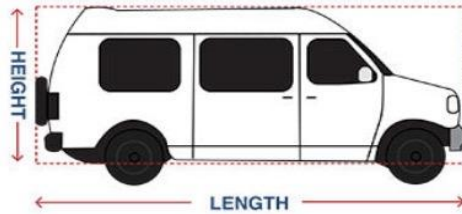
Class C



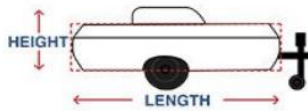
Truck Camper



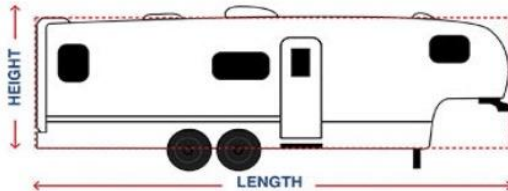
Toy Hauler



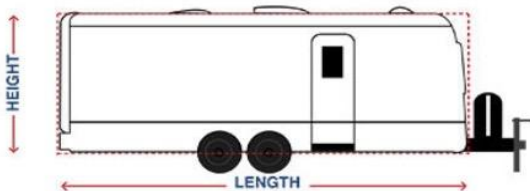
Class B Van



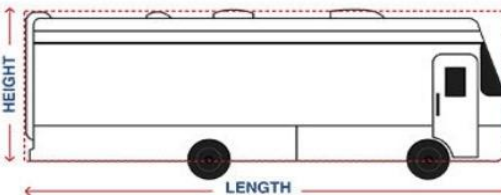
Pop-up/Folding/Hi-Lo Trailer



5th Wheel



Travel Trailer



Class A

How To Measure Your RV

Temporary Trailer Placement

- Short-Term Parking for Lot Work:
 - You can request a Temporary Trailer Placement Permit to park your camper in the gravel parking lot across from the “Bounce Pad” for up to 7 days while maintenance or improvements are being made on your lot. Extensions are only available in the event of severe weather conditions.
 - If your camper remains in the parking lot beyond this period, it will be towed, and you will be responsible for the towing fees.
 - Your camper cannot be placed for sale in the parking lot.
- Guest Accommodation on Additional Property:
 - If you own multiple properties and wish to have guests stay on one of your lots, you can apply for a Temporary Trailer Permit, provided there is no other trailer currently on that lot.
 - Temporary Trailer permits expire after 60 days, if the trailer will be on the lot longer than 60 days, you will need to apply for a permanent trailer permit.

Tents

Property owners who have a camping unit on their lot have the option to set up tents temporarily. This extends to yurt tents as well.

Tent Requirements:

- Tents can be set up for 14 consecutive days at a time.
- You can have no more than 3 sleeping tents set up simultaneously.
- If a tent is your primary camping unit, you can get a tent placement permit which negates the 14 consecutive day limitation.

Tree or Limb Removal

A permit is needed to remove or prune any tree or limb in the campground that measures three inches or more in diameter as measured two feet off the ground or from the crotch.

Requesting a Permit:

- Before you can get a Tree Removal Permit, you must submit a request form. This form should detail which trees you plan to remove and why. Each tree you wish to remove must be marked for an on-site inspection by Site Control before the permit can be approved.

Permit Issuance:

- Permits will only be issued for the exact number of trees necessary for your project, such as placement of improvements or to prevent property damage, after a visual check by Site Control.

Non-Compliance:

- Trees removed without a permit will result in a \$50 fine for each tree removed.

Contractor Responsibility:

- Property owners are responsible for ensuring their contractors comply with these rules.
- If a contractor or their employee repeatedly breaks these rules, they may be banned from the property.

Debris Removal:

- All tree debris must be properly removed from IACT property and not left on any other lot. If debris is found on another lot, the property owner will receive a fine.

Clear Cutting:

- Clear cutting is not permitted.
- If clear cutting is detected, a \$50 fine per tree will be issued, with an assumed count of 10 trees.

Residency

Section 8 (General Prohibitions and Requirements) Subsection A, Item 1 of the Declaration of Restrictions for Indian Acres of Thornburg, Inc., states that no lot can be used as a residence.

Guidelines:

- Criteria for determining if a lot/campstead is being used as a residence:
 - Intent to Use as Primary Abode: Entering the lot with the intention of using it as their main home.
 - School Enrollment: Sending children to school from within Indian Acres.
 - Lack of Alternative Housing: Not having any other residence of record outside of IACT.
 - Official Documentation: Using Indian Acres as a home address on any official documents (e.g., driver's license, school records/registration, welfare forms, etc.).
 - Excessive Stays: Being on the property for more than 210 overnight or over day stays within any 365-day period.
 - Overnight Stays: Defined as sleeping during the night.
 - Over Day Stays: Defined as sleeping during the day, for example, due to working at night.

Please Note:

- The maximum stay allowed per person is 210 days within a 12-month period, regardless of how many lots one owns or changes in membership status (e.g., from owner to family pass or guest to owner).
- Indian Acres will impose a \$10.00 per day fine on members who violate these rules. Guests found in violation will be barred from the property and may be considered trespassers if they return.
- If you're using IACT for recreation without staying overnight (as confirmed by IACT Security gate logs), you can use the amenities daily.
- Please refer to the Admissions Handbook for more details on Residency.

Commercial Activity within IACT

Commercial Activity:

- No lot may be used as a place of business or an operational base for commercial activities.

Commercial Vehicle and Equipment Storage:

- No lot may be used to store commercial vehicles or equipment.
 - Commercial trucks are considered any vehicle with a Gross Vehicle (GVW) exceeding 10,000 lbs.
 - Commercial trailers will be considered anything with a GVW of 10,000 lbs.
 - Commercial tractors are considered anything with more than 50 horsepower.
 - Commercial equipment will be considered anything with more than 25 horsepower.

Please Note:

- Trucks specifically designed and equipped for camping use and registered with Site Control as the camping unit on the lot are allowed.

Waste Disposal

Petroleum Products:

- The disposal of any type of oil petroleum products within the campground, including lots, service driveways, community areas, lakes, rivers, trash receptacles, etc., is strictly prohibited.

Trash and Debris:

- No furniture, appliances, construction debris, leaves, branches, or other non-household waste may be deposited into the trash receptacles (dumpsters) on IACT property.

Where to Dispose:

- Site Control recommends using the Berkeley Landfill for the disposal of trash and debris. To use county landfills, you will need a decal issued by Spotsylvania County, which is provided at no cost. You can get a "Residential Refuse Decal" from the Spotsylvania County Treasurer's office either online, by mail, or in person.
- Berkley Landfill:
 - Phone: (540) 582-5504
 - Address: 6043 Stanfield Road, Spotsylvania Courthouse, VA 22551
 - Hours: Open Monday – Sunday
 - Directions from IACT:
 - Turn RIGHT on Route 606, travel for 1.3 miles
 - Turn LEFT on Route 645, travel for 1.2 miles
 - Turn RIGHT on Route 646
 - Berkeley Landfill is directly ahead on the left.

Sewage

No sewage or waste disposal structures, systems, or operations, whether permanent or temporary, are allowed on any lot, except for the approved waste containers as mandated by the Virginia State Health Department.

Sewage Disposal:

- All sewage waste from camping units (including black water and grey water) must either be discharged into an approved on-site sewer system or stored in holding tanks on the camping unit. An expansion holding tank, approved by the State Health Department, can be used but must be completely underneath and attached to the camping unit. Sewage from these tanks must be disposed of at an approved dumping station using small, sealed containers or through a professional sewage disposal service.

Fines for Improper Disposal:

- A \$10.00 per day fine will be charged for improper sewage, sink, or shower waste disposal. This includes discharging waste onto the ground, sub-surface, or into streams, rivers, lakes, ditches, or open buckets. If the issue isn't promptly resolved or if a property owner repeatedly violates these rules, IACT may report the matter to the State Health Department and/or EPA.

Sewer Hose Requirements:

- The sewer hose connecting the camping vehicle to the holding tank must be watertight, flexible, non-collapsible (crushable), and made of corrosion and weather-resistant material. It should fit snugly with a rubber or similar gasket at the tank end to prevent leaks and rodent entry. All connections must be secure to avoid leakage and odors. Per Spotsylvania County regulations, the hose must be connected at both ends or completely removed when not in use to prevent State Health Department fines.

Prohibited Items:

- Portable toilets (porta potties) and outdoor showers are not permitted on any lots within IACT.

Approved Sewage Containers



TYPE 1 CONTAINER SPECIFICATIONS

1. MAXIMUM CAPACITY 55 GALLONS
2. MUST HAVE A WAY TO TRANSPORT
3. MUST BE A CLOSED CONTAINER
4. MUST HAVE ADAPTER INTO WHICH DRAINAGE HOSE CAN BE CONNECTED
5. ADAPTERS MUST BE THREADED AND EQUIPPED WITH PACKAGE NUT AND SOFT RUBBER WASHER TO SEAL DRAINAGE HOSE TO CONTAINER OR SIMILARLY EQUIPPED TO PREVENT LEAKAGE

TYPE 2 CONTAINER SPECIFICATIONS



1. MAXIMUM CAPACITY 42 U.S. GALLONS
2. MUST HAVE HANDLE AND WHEELS
3. MUST BE A CLOSED CONTAINER
4. MUST HAVE ADAPTER INTO WHICH DRAINAGE HOSE CAN BE CONNECTED
5. ADAPTERS MUST BE THREADED AND EQUIPPED WITH PACKAGE NUT AND SOFT RUBBER WASHER TO SEAL DRAINAGE HOSE TO CONTAINER OR SIMILARLY EQUIPPED TO PREVENT LEAKAGE

TYPE 3 CONTAINER SPECIFICATIONS



1. THE MAXIMUM SIZE IS 300 GALLONS.
2. MUST BE COMPLETELY UNDERNEATH AND ATTACHED TO THE CAMPING UNIT.

Caravan Circle Use/Overnight Camping

Camping at Caravan Circle is exclusively for property owners in good standing and their guests. A permit is required before setting up any camping units or recreational vehicles, which can be obtained from Site Control or the Security Department after hours.

Guidelines:

- **Reservations:** Only property owners in good standing can reserve spaces in Caravan Circle for up to 4 days. These reservations can be renewed for a total of 16 days at the discretion of the Site Control Department.
- **Space Availability:** Spaces are reserved on a first-come, first-served basis for camping only.
- **Payment:** The camping fee must be prepaid at the time of registration.
- **Cancellations:** Cancellations need to be made at least 72 hours before your reservation date by contacting Site Control. Late cancellations will result in a charge of one night's fee per site. No-shows without cancellation will forfeit the entire reservation fee.
- **Guest Policies:** Property owners must be present with their guests. Guest passes are valid for 96 hours and must be renewed every 4 days for stays up to 16 days. Each pass counts towards the monthly limit of 10 passes per month per property owner.
- **Special Event Closures:** Caravan Circle is closed around Independence Day or if fireworks are rescheduled, and during IACT Open House weekends. Additional closure dates may be added as needed.
- **Prohibited Activities:** No storing, repairing, painting, remodeling, or selling of camping units is allowed in Caravan Circle.
- **Fire Safety:** Only portable propane fire pits are permitted; wood burning fire pits are not allowed.
- **Permit Expiration:** Units not removed by the permit's expiration time may be towed or stored at the owner's expense.
- **Permit Cancellation:** IACT can cancel or deny a permit at any time for any reason.
- **Emergency Use:** IACT may allow camping units in Caravan Circle during natural emergencies or as directed by the Director of Operations.
- **Parking Permits:** Campers will receive a Parking Permit to be displayed in their RV or trailer window. Permits must always be visible and returned upon departure.
- **Check-out Time:** The check-out time is 2:00 pm, as stated on your permit.

Monetary Assessments

Monetary assessments may be imposed by the Site Control Committee for violations of the community's rules and regulations, which include:

- The Declaration of Restrictions, Rules and Regulations set by the Board of Directors
- Spotsylvania County Zoning and Building Regulations
- State Health Department Regulations
- Regulations from any other relevant agencies

Assessment Limits:

According to the Property Owners Association Act, Section 55-513, Subsection D, the amount charged for each violation is not strictly tied to the cost or damage caused to the association. However, the charge cannot exceed:

- \$50 per day for a single offense.
- \$10 per day for ongoing issues until the violation is corrected.
- Total Charges: For any continuing violation, the total assessed charge cannot exceed 90 days.

Schedule of Maximum Monetary Assessments:

The established schedule of maximum monetary assessments for infractions approved by the Board of Directors is as follows:

Setback Violations	\$50/Violation then \$10/day until resolved
Illegal Camping Units	\$50/Violation then \$10/day until resolved
Sanitary Violations	\$50/Violation then \$10/day until resolved
Illegal Structures	\$50/Violation then \$10/day until resolved
Building Violations	\$50/Violation then \$10/day until resolved
Unsafe/Unightly Structure	\$50/Violation then \$10/day until resolved
Unightly Camping Unit	\$50/Violation then \$10/day until resolved
Unightly Lot	\$50/Violation then \$10/day until resolved
Fence Violation	\$50/Violation then \$10/day until resolved
Residency	\$10.00/Day
Miscellaneous	\$50/Violation then \$10/day until resolved
Exposed/Unlocked Refrigerator/Freezer (must have a locking mechanism)	\$50/Violation then \$10/day until resolved
Illegal Electrical Hook-Up	Two times the cost to correct
Abandoned Vehicle, Parts, etc.	\$50/Violation then \$10/day until resolved
Illegal Dumping	\$50/Violation then \$10/day until resolved
Petroleum Product Disposal	\$50/Offense
Commercial Activities Conducted on a Lot	\$10/Day
Illegal Habitation	\$10/Day
Animals (other than household pets)	\$50/Offense
Illegal Tree Removal	\$50/Tree
Construction of Dog Pens	\$50/Violation then \$10/day until resolved
Combustible Stove or Firepit/Place Inside a Structure	\$50/Violation then \$10/day until resolved
Plumbing in a Shed	\$50/Violation then \$10/day until resolved
Tarp Use During Camping Season	\$50/Violation then \$10/day until resolved
Lack of Trailer Placement Permit or Incorrect Camper Information	\$50/Violation then \$10/day until resolved
Multiple Camping Units on a Lot	\$50/Violation then \$10/day until resolved

Please Note:

- IACT has the right to correct any of the violations listed above at the Property Owner's expense. Should this be necessary, a 50% administrative fee may be charged for any additional services performed.