

## **Rules and Regulations for Camden County Boathouse and the Cooper River**

### **I. Boathouse Guidelines – Camden County Boathouse and Boatyard Facilities.**

#### **A. Use of Facility Rules**

1. Boathouse hours are from 8 am until 5 pm daily. The bays will be opened for rowing at 5 am and close at 8 pm during the rowing season (February 15<sup>th</sup> at the earliest for scholastic rowing until November 15<sup>th</sup>). No rowing during the off-season is permitted.
2. All coaches/rowers should enter the building by side entrances during non-business hours.
3. All boathouse doors are to be closed after boats are removed and crews are on the water. The last crew on the water must close the doors.
4. The last crew to leave the bay areas is responsible to close and lock bay doors after all equipment is returned to the boathouse.
5. All bags are to be properly stored inside the boat bays while crews are on the water - out of the way of doorways, boat bays, and not blocking any equipment. No bags are to be stored unattended outside the boathouse along the walls or on the concrete.
6. Lockers may be used upstairs but locks must be removed when not in use. Belongings may not be stored in the lockers overnight, no exceptions. Lockers are also located inside the bays for daily use.
7. Locker facilities will be unavailable when events are scheduled to take place that day/evening. Clubs will be notified of all events. Contact management for a schedule or visit the county web page.
8. Each organization must have proper insurance on file. Minimum requirements are stated on the rack agreement.
9. Equipment is to be handled by only its rightful owner. No one may move another member's boat without permission from the specific team and/or private owner. Permission to move equipment for building maintenance or safety reasons must be obtained from management.
10. At no point in time is anyone to tamper with, remove parts, or touch another member's boat. Anyone violating this policy may be removed from the facility and have their membership rights revoked.
11. Boats must remain on the racks assigned, no exceptions. Requests for relocation should be directed to management.
12. No new equipment may be moved into the boathouse without clearance from management.
13. Hoses must be rolled and stored properly. Water must be shut off after each use.
14. Vending machines are located in the storage area between bays 4 and 5. Please treat the machines respectfully. If there is a problem with a machine at any time, the individual should notify a staff member.
15. All equipment (oars, slings, etc.) must be stored properly after each use. Equipment left lying around the boathouse may be discarded at the discretion of boathouse management.

## B. Miscellaneous Rules

1. No smoking is permitted in or around the boathouse by New Jersey statute.
2. With the exception of service animals, no animals or pets are allowed.
3. The boathouse is a public facility shared with numerous crews and individuals - please be considerate of them. In particular, do not prevent other people from reaching their equipment.
4. Inappropriate language will not be tolerated.
5. Trash must be disposed of properly. Trash cans and recycling bins will be placed inside the boat bays. Any crews discarding trash on the premises or in the river will be penalized.
6. Misuse of the facilities may result in penalties for the individual or the individual's club at the discretion of management.
7. Locker rooms facilities must be kept in an orderly manner or use of the locker rooms will be denied.

## C. Parking

1. Spots directly in front of the boathouse on North Park Drive (between the two driveways) are reserved for boathouse staff.
2. Day/Night of a boathouse event.
  - i. All coaches/athletes must park away from the boathouse either on North Park Drive towards the parking lot near the track or in that lot on that day. Notice will be given to remind all athletes and coaches.
3. All cars parked in the lot must observe local traffic rules, any violations will be reported to the police.
4. Camden County Boathouse is not responsible for any damage done to cars parked on the premise.

## II. Rowing Equipment and Information

### A. Club Information

1. Clubs must submit their team's roster and coaching staff prior to the start of each season (Fall, Spring, and Summer).
2. Contact information for all coaches must be included.
3. All participants must have a waiver on file.
4. All coaches must have a Boating Safety Certification on file according to NJ State Law.
5. All coaches must be CPR/First Aid certified and cards on file.
6. All coaching launches must be properly registered through NJ DMV or the launch may not be used on the Cooper River.
7. Each club must submit their anticipated practice schedule for each season, including: the time of day, number of boats expected to row and the coach(s) who will be present during that practice time.

## B. Masters Rowing

1. Cooper Rowing Club (CRC) is the Masters rowing program at Camden County Boathouse. All rowers 18 and over must be active members in this club for rowing on the Cooper River.
2. Masters boats (18 years and older) are allowed to row alone but do so at their own risk and must follow the appropriate safety plans.

## C. Camps

1. All camps must be cleared and scheduled through the boathouse office.
2. The camp information form must be approved before the camp can be scheduled or advertised. The form must be received at least six weeks prior to the start of camp.
3. Proper permits must be obtained from Camden County Parks. This can be handled through the boathouse office.
4. All waivers must be submitted to the boathouse prior to camp starting.
5. A camp employee/coaching staff list must be submitted at least ten days prior to the start of camp.
6. Camp operators are responsible for their attendees and must have the appropriate insurance and statutory authority to operate the camp.
7. A fee of \$2/athlete/day must be paid at the conclusion of the camp.

## D. Launches

1. All coaching launches must be properly registered through NJ DMV or the launch may not be used on the Cooper River.
2. All launch drivers/coaches must have a copy of their NJ Boat Safety Certification on file.
3. Launch operators must be 18 years of age or older, familiar with the equipment, and the rules and courtesies of the river.
4. Coaches must be knowledgeable in the sport of rowing and the US Rowing rules.
5. Docked launches must be properly tied off and all engines lifted and locked properly. Only certain launches will be permitted to be tied off outside the boathouse.
6. Gas must be stored in the safety cabinets and all cabinets must be closed and locked.
7. All launches not tied off on the docks will be stored inside the boathouse. Each club must build their own dolly and clearly mark it with their club's name.
8. Launches stored in the boathouse must be properly drained and gas removed and stored in safety cabinets.
9. Launches must be properly equipped with life jackets (sufficient to provide every person in every boat a PFD), proper lighting, an anchor with at least 50 feet of line, a 50' throwing/towing line and a paddle.
10. No launches shall exceed a 9.9 horsepower engine. Exception is a 15 hp for a Wakeless launch.
11. Launch drivers must carry a cell phone in case of an emergency.

12. At all times the driver must have 360 degree of visibility.
13. Launches shall keep their wash to a minimum when passing other boats (including fishing boats) and shall proceed past all launching areas at idling speeds with no wash.

#### E. Trailers

1. No overnight parking is permitted in the park.
2. Trailer loading/unloading must be cleared through the boathouse office so that ample space can be provided. In case of an event, keeping the parking lot free for a trailer will not be possible. Please check to be sure no event is taking place at the time of loading/unloading.
3. When an event is taking place all trailers must be parked on North Park Drive, loaded/unloaded and then moved away from the front of the boathouse.
4. All trailers must be unloaded and removed from the boathouse parking lot within 24 hours of returning from an away regatta if no event is occurring.
5. Trailers can only be unloaded when a member of the boathouse staff is on site to allow for entrance to the building.
6. Trailers are permitted to park in outdoor facility behind the Crowne Plaza Hotel or on the grass next to the outdoor facility.

#### F. Room Use

1. The Masters Club Room is available to use for video review but must be scheduled in advance through the main office. At no time is any group to enter the room without permission from the main office. Use of the room for video review is for coaching purposes only.
  - i. The video review must be scheduled in advanced through the main office.
  - ii. Rooms are available only Monday through Thursday.
  - iii. The meeting is to not exceed two hours.
  - iv. Room must be returned in the order it was found
2. The Masters Club Room and the Board Room are available to use for club board/parent meetings under the following conditions:
  - i. The meeting must be scheduled in advanced through the main office.
  - ii. Rooms are available only Monday through Thursday.
  - iii. The meeting is to not exceed two hours.
  - iv. No charge will be applied for use of the room for up to four meetings; after the fourth meeting, regular rental rates will apply.
  - v. Room must be returned in the order it was found.
3. Clubs are permitted to rent the banquet facility as part of the general public and at the public rate, following all guidelines regarding the rental of the facility.
4. Part of “following all guidelines” means all clubs must use an approved caterer from the boathouse list.
5. No one is permitted to use the kitchen for their personal use.

6. Reserving any meeting room must be done by the program's Head Coach.
7. At no time will rowers be allowed entrance to a meeting room without supervision of a coach who is on the club's coaching staff.

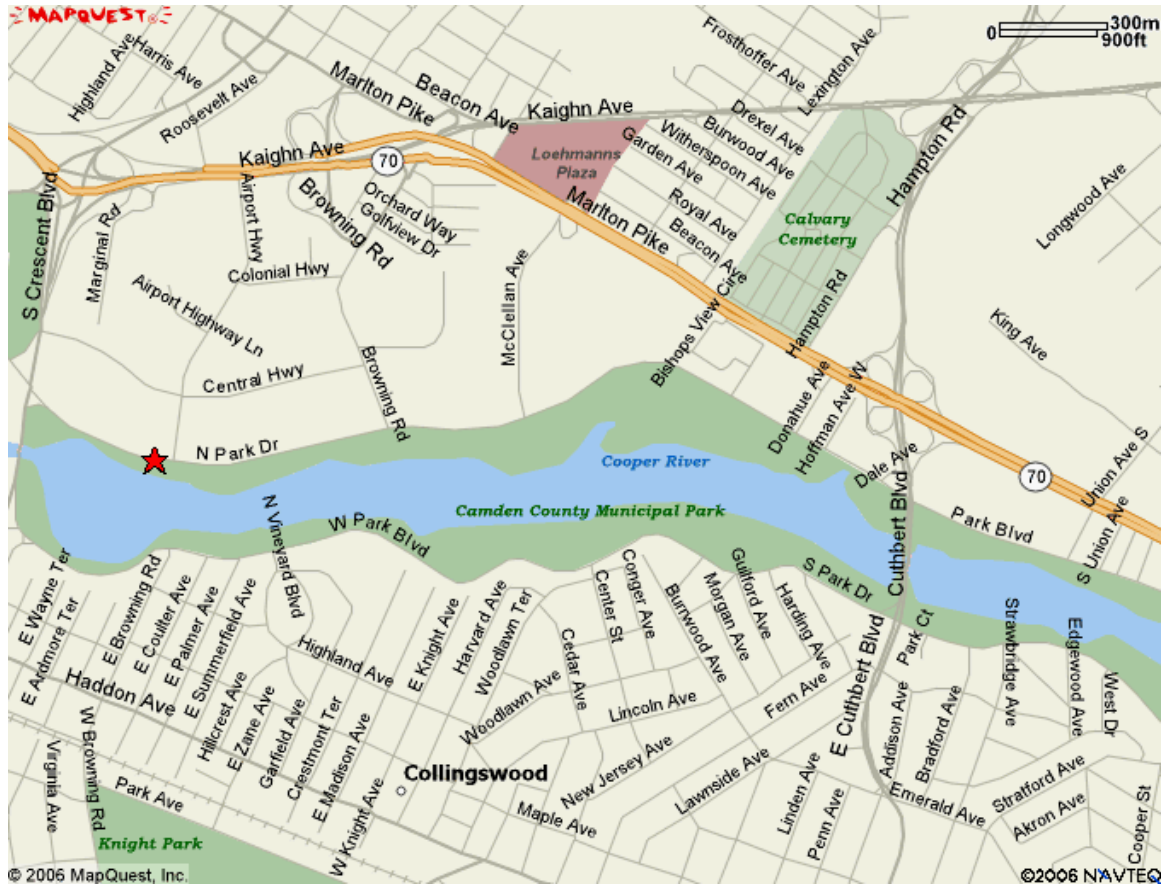
#### G. Work Days

1. Occasional workdays will be scheduled throughout the year to maintain the facilities. All clubs are expected to participate in workdays so that all the work falls equally on all clubs.
2. Dock removal and replacement. In November (November 15<sup>th</sup> tentative) all docks will be removed and stored in the boat bays of the boathouse. In February the docks will be replaced and put back in the water. Dates are to be determined and will be made known in order to schedule. Weather will play a factor in the replacement of the docks in February. All clubs will be expected to assist with this process.

### III. Rules of the river

Please see attached information:

*Please refer to the map below for all directional questions.*



#### A. Docking

1. All crews launching must have bows pointed to the west (towards route 130) and must row 50 meters west before rowing across the river to south side of the river.
2. All crews returning must dock from the east. If coming from the route 130 direction must row 50 meters past the boathouse then come across to the north side of the river and dock heading west. All boats must spin approximately at the boat ramp on south side of river.
3. A returning crew has the right of way on the dock over a crew launching at all times. Returning crews and launches have the right of way through Cuthbert Blvd bridge. Departing crews and launches must yield to all returning.
4. Any crews on the water waiting for dock space must move to the shore to be out of Lane 0 as to not affect any traffic.
5. Boats must be walked down whenever space is available and there is a crew waiting to dock.

6. Oars must be placed out of the way at all times when bringing a boat down to the water or back to the boat bays.
7. All crews must exercise timeliness to make sure that traffic flows on and off the water smoothly. A time of two minutes from placing a shell in the water is allowed for launching. All foot stretcher adjustment should occur on the water.
  - i. Exception to the above rule:
    1. When a coach is working with a novice crew regarding boat handling and initial explanation of rowing technique. The coach must do everything possible to allow traffic to flow smoothly.
    2. Minor boat repair (less than 5 minutes) may be done on the dock. For all other repairs, the boat must be removed from the water. The coach must do everything possible to allow traffic to flow smoothly.
8. No horseplay on the docks at any time. Swimming off the dock is prohibited due to the shallowness of the river around the docks.

#### B. Traffic Rules

1. Practice times are not limited, except for days when there are Yacht Club races and regattas on the river. Signs will be posted in the boathouse to notify all crews of upcoming events and the time restrictions. Crews must be off the water by 8 pm so that the building can be locked.
2. All traffic heading West must use lanes 0, 1 and 2 on the North side of the river up until the starting line (Route 130) end of the river.
3. Traffic must turn counter clockwise direction (to port), crossing to the South side of the river.
4. All traffic heading East must use lanes 4, 5, 6.
5. Lane 3, the center of the river, will be an open safety lane.
6. Rowing west of Route 130 is at your own risk, and the same traffic pattern applies.
7. Boats coming under Route 130 must cross the river to lanes 4, 5 and 6 and check for other crews already at the top of the river.
8. No rowing above Route 130 on weekends, no exceptions.
9. Rowing above Route 130 is for experienced crews only; no Freshman/Novice boats are permitted.
10. No racing or high stroking is permitted under Cuthbert Boulevard, under Route 130, or near any of the launching areas.
11. Slower boats and launches must move to shore side (starboard) and allow for faster shells and launches to pass towards the center of the river.
12. Coaches who wish to stop and work with crews should do so only in areas where they are not impeding the flow of traffic.
13. No more than three crews across in either direction as Lane 3 is an open safety lane.
14. All crews turning around should make sure that no other craft is approaching and be careful not to cut in front of oncoming traffic. Crews

should make sure to complete their turns only after moving to the other side of the river first, before proceeding in the opposite direction.

### C. Safety Guidelines

1. No scholastic rower (under the age of 18) is permitted to row unescorted.
2. No more than two crews per launch. Launches should be no more than 500 meters away from their respective crews.
3. Scholastic rowers are prohibited from rowing between Thanksgiving Day and the 3<sup>rd</sup> Saturday of the following February. Masters and all rowers over 18 are permitted but must follow cold weather rules and only if docks are back in the water.
4. Every participant should understand these minimum guidelines; is qualified, in good health, and in proper physical condition to participate; has water survival and rowing safety skills.
5. Each club must watch the US Rowing safety video before the start of each season. The video will be available at the boathouse management office.
6. Each rower will be thoroughly instructed in proper rowing skills and technique, boatmanship skills, and ALL safety procedures.
7. Organizations are to file all appropriate documents with the Camden County boathouse.
8. Each high school rowing on the Cooper River must meet NJSRA/PSRA eligibility criteria.
9. All coaches must be aware of weather forecasts and conditions. Coaches are responsible for the safety of their crews.
  - i. Lightning: Crews should return immediately to the docks at the first sign of lightning. A lightning detector will be in the management office. If lightning is anywhere within 10 miles of the boathouse no crews will be permitted to shove.
  - ii. Fog: Whenever fog is on the river no crews will be permitted to row. Fog limits visibility and also mutes sound making for unsafe rowing conditions.
  - iii. Wind: At any time there are strong winds crews are expected not to row. White caps across the river are a good indicator of unrowable conditions.
  - iv. Ice: Any sign of ice on the water and no crews are permitted to row, no exceptions.
10. Cold Weather rowing must be done with great consideration. When the water temperature is below 45 degrees, and/or the water and air temperature combined is below 75 degrees the following rules must be observed.
  - i. Four Oar Rule – the boat must have a minimum of four oars on the water.
  - ii. Buddy System – if individuals go out they must do so in pairs.
  - iii. Stay closer to shore.

- iv. A noisemaker of some kind should be carried in each shell and be attached in some manner so as not to be lost if the shell capsizes.
- v. A launch is the only true safety device that should be used in cold weather.

#### D. Equipment

11. All boats must be equipped with a bow ball in accordance with US Rowing rules.
12. All sneaker type foot stretchers will be equipped with the proper quick release straps and heel tie downs in accordance with US Rowing rules.
13. All shells MUST be equipped with proper bow and stern lights when rowing in darkness. Any crew without proper lighting will not be permitted to shove.
14. Power megaphones shall not be used as to lessen the noise on the river. All coxswains are responsible for keeping microphone level to a minimum as well.

#### D. Emergency Contacts

1. 911
2. Camden County Park Police (856)428-9335 (24 hr. Police Central)  
(856)309-0006 – 0 (Mon. – Fri. 8 am – 4 pm)
3. Cooper River Boathouse (856)661-3188

Camden County Parks and Rutgers University, in making these rules and guidelines, assumes no responsibility, either express or implied, for the personal safety or welfare of any person. These rules are stated in order to teach rowers to be responsible for their own safety, and for their enjoyment and that of others using the river. Any club that does not adhere to the above rules and guidelines will be subject to suspension of rowing and facility privileges.