



DEPARTMENT OF THE ARMY
HEADQUARTERS
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD
FORT LEONARD WOOD, MISSOURI 65473-5000

FLW Regulation
No 210-5

19 June 2002

Installations
PRIVATELY OWNED RECREATIONAL VEHICLE STORAGE

Summary. This regulation establishes policies and procedures for the parking and storage of privately owned recreational vehicles (RVs) on Fort Leonard Wood (FLW).

Applicability. This regulation applies to any active duty or other military personnel and their family members residing or on temporary duty at this installation.

Supplementation. Supplementation of this regulation is prohibited unless specifically approved by Headquarters, United States Army Maneuver Support Center and Fort Leonard Wood (MANSCEN & FLW).

Suggested Improvements. The proponent agency of this regulation is the Director of Morale, Welfare and Recreation (DMWR). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Director, Morale, Welfare and Recreation, ATTN: ATZT-MWR-R, 140 Replacement Ave, Suite 1105, Fort Leonard Wood, MO 65473-8935.

FOR THE COMMANDER:



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This regulation supersedes FLW Reg 210-5, 4 March 1992, to include change 1.

1. Purpose. To establish policies, responsibilities and prescribe procedures for the storage of campers, trailers, boats, and other RVs at MANSCEN.

2. Prescribed Forms.

a. FLW Form 1576 (RV Storage Registration). Prescribed in paragraph 8a(1).

b. FLW Form 1603 (RV Storage Permit). Prescribed in paragraphs 6f, 8a(2) and 8d(4).

3. Explanation of Acronyms and Definitions.

Section I. Acronyms.

ATV
all terrain vehicle

BEQ
bachelor enlisted quarters

BOQ
bachelor officer quarters

DMWR
Directorate of Morale, Welfare and Recreation

DPW
Directorate of Public Works

FLW
Fort Leonard Wood

LEC
Law Enforcement Command

MANSCEN & FLW
United States Army Maneuver Support Center and Fort Leonard Wood (same as MANSCEN)

PM
Provost Marshal

RV
recreational vehicle

Section II. Definitions. For the purpose of this regulation, the following are to be referred to as RVs and will be stored in the designated area:

Boat. Buoyant vessels designed to transport people on water. Excluded from the definition are canoes and other vessels easily carried by two people and capable of being transported on top of an automobile or in the bed of a pickup truck.

Camping trailer. Any trailer of combination canvas, metal, fiberglass construction generally designed to be folded to a reduced height when not in use.

Miscellaneous trailers. Any wheeled or towed vehicle designed for hauling cargo, but not falling into categories listed above. Examples are boat trailers, motorcycle trailers, snowmobile and utility trailers.

Motor home. Self-propelled RVs that provide living accommodations and fall within the general description of motor homes and mini-motor homes.

Pickup Campers. Campers designed to slide into the bed of conventional pickup trucks and provide sleeping or eating accommodations. Inserts and/or add-on construction that creates an oversized vehicle is included. This does not include pickup

truck shells that do not exceed the dimensions of the truck bed in length or width, or exceed the truck cab height by one foot or less.

Trailer. Any wheeled vehicle designed to be towed by a powered vehicle, regardless of size or type.

Travel trailer. Any trailer of rigid wall construction regardless of size or length, including house trailers.

4. Permits and Fees. A fee of \$30.00 per month or \$150.00 for six months will normally be charged for covered RV storage slots.

5. Objectives.

a. To promote safety by removing RVs from the streets of FLW, thereby permitting improved access for fire trucks, ambulances, and other emergency vehicles.

b. To protect the grassy areas of FLW.

c. To maintain a relatively uniform appearance and to promote better visibility in large parking lots.

6. Policies.

a. RVs will not be stored in the FLW family housing areas, to include garages, or in BOQ, BEQ, Sturgis Heights, Morelli Heights, Specker Barracks, Indiana Avenue or unit billet parking areas. Motorcycles, ATVs, bikes, canoes, pickup truck shells, and car top boats that can be conveniently stored behind quarters are exempt from this regulation. Motorcycles and bikes for which parking areas are provided may be parked in those areas.

b. The designated storage area currently located on Demolition Road, east of the Automotive Crafts Facility or other, approved sites, will be used.

c. Routine operator maintenance on RV's may be performed at the Automotive Crafts Facility or in the housing area on a short-term (24 hour limit), but not in the designated storage area.

d. ATVs and all motorcycles will be registered with the PM in compliance with current vehicle registration regulations.

e. Preparing for departure on, or arrival from off-post-recreational type trips, or for routine operator maintenance, a 24-hour grace period will be granted. This grace period is not intended for use on a daily basis.

f. No person will be permitted access to or be allowed to remove any item from the storage area without presenting a valid FLW Form 1603 (RV Storage Permit). A sample is found at figure 1.

g. Personnel will be admitted into the storage area only to store, inspect, or remove items.

h. The gate of the RV storage area will be locked at all times except when authorized personnel are entering or leaving the area.

i. Privately owned vehicles such as cars, pickups, vans, tractors and other vehicles will not be stored in the RV storage area.

7. Exceptions to Policy.

a. DMWR may grant exceptions for RV's that are the sole means of transportation; or in the case of visiting friends or relatives (short-term parking); or other situations where unusual circumstances exist up to one week. For exceptions that exceed one week, the Garrison Commander is the approving authority.

b. Requests for exceptions to this policy will be submitted to DMWR in writing on a case-by-case basis.

8. Responsibilities.

a. DMWR.

(1) Maintain registration of all RVs stored in the storage area. FLW Form 1576 (RV Storage Registration), (sample at figure 2) will be used. This does not preclude compliance with current vehicle registration regulations, which require all ATVs and motorcycles to be registered with the PM.

(2) Issue FLW Form 1603.

(3) Control access to the storage area through the Outdoor Recreation Center, building 1614 and the Auto Craft Shop, building 1383 during published operating hours.

b. LEC.

(1) Control access to the storage area at all times through the Military Police operations desk, building 1000.

(2) Maintain surveillance of housing areas and identify policy offenders through routine patrols. Violations will be noted and forwarded to the offender's commander for appropriate action.

(3) Assist the Outdoor Recreation Center in identifying the owners of vehicles and RV's that are not registered with the Outdoor Recreation Center.

c. DPW.

(1) Ensure all personnel processing for quarters on FLW are provided a letter explaining the RV parking/storage policy.

(2) Assist the Outdoor Recreation Center in the maintenance and upkeep of the storage area.

d. Owner.

(1) Comply with provisions of state and local laws pertaining to registration and inspection of campers, trailers, recreational vehicles, and boats.

(2) Register each RV at the Outdoor Recreation Center, building 1614.

(3) Park each RV in the assigned slot.

(4) Renew FLW Form 1603 each January at the Outdoor Recreation Center, building 1614.

(5) Maintain personal property and assigned storage area(s) in good order and appearance at all times. Portable personal property or loose equipment should be removed to prevent loss.

(6) Users are responsible for police of their area.

(7) Maintain appropriate insurance coverage for RVs.

(8) Personally check the property monthly.

(9) Ensure the gate of the RV storage area is locked at all times except when entering or leaving the area.

(10) Clear through the Outdoor Recreation Center upon removing the RV from the lot for the last time.

9. Commanders. Ensure compliance with provisions of this regulation by all assigned personnel. Implement corrective action upon notification of violation from the LEC.

RECREATIONAL VEHICLE (RV) STORAGE PERMIT (FLW Reg 210-5)	Exp Date
Registration #/License #	
Owner	
Authorization	

FLW Form 1603 (1 Sep 82)

Figure 1. Sample of FLW Form 1603.

RECREATIONAL VEHICLE (RV) REGISTRATION (FLW Reg 210-5)		DATE
<small>PRIVACY ACT STATEMENT - 1. AUTHORITY: 10 USC 2011(g). 2. PRINCIPAL PURPOSE(S): To register active duty military personnel prior to obtaining a storage permit for the RV Storage Area. 3. ROUTINE USES: General maintenance of current information on its vehicle storage campers, trailers, boats or other recreational vehicles to the storage area. Requested information is necessary in the event of an emergency, the owner can be contacted for corrective action. 4. MANDATORY OR VOLUNTARY DISCLOSURE AND EFFECT ON INDIVIDUAL NOT PROVIDING INFORMATION: Disclosure of requested information is voluntary.</small>		
NAME (Last, First)	RANK	BRANCH OF SERVICE
QUARTERS ADDRESS	HOME PHONE	
ORGANIZATION	DUTY PHONE	
DESCRIPTION OF VEHICLE		
LICENSE NUMBER	STATE	SOCIAL SECURITY NUMBER
ROW	SPACE	OWNER'S SIGNATURE

FLW Form 1576 (1 Sep 82)

<p>ACKNOWLEDGEMENT</p> <p>I acknowledge that any loss or damage to my personal property while stored in this lot/facility is not covered under the Personnel Claims Act. I have been advised that I should consider purchasing private insurance to cover any such loss or damage or make storage arrangement of my own.</p> <p>Any questions should be directed to the Claims Office at (573) 596-0627</p> <p>_____</p> <p>Signature</p>

Figure 2. Sample of FLW Form 1576 (Front and Back).