



CONEJO OPEN SPACE CONSERVATION AGENCY

Rules and Regulations Ordinance Manual

Updated January 2020



**RULES AND REGULATIONS GOVERNING USE OF OPEN SPACE
AREAS AND FACILITIES**

The COSCA Rules and Regulations were originally adopted by Ordinance 01-2009 on May 13, 2009. They are arranged by subject matter. Updates are noted by date and ordinance number in parentheses following each section.

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CHAPTER I

GENERAL PROVISIONS

SECTION 101 – SHORT TITLE

Ordinance 2009-001 shall be known and may be cited as the “COSCA Ordinance”.

SECTION 102 – PURPOSE/FINDINGS

- a. The purpose of these regulations is to provide rules to govern the use of COSCA open space in order that all persons may enjoy and use such open space, and to protect the rights of all concerned, while assuring that the natural resources within COSCA open space and the essentially undeveloped and undisturbed character of the open space is preserved.
- b. Except as otherwise herein or hereinafter provided, this ordinance consists of all the regulatory, penal, and administrative laws of general application of COSCA codified pursuant to the authority the authority granted to the COSCA by the Joint Powers Agreement entered into by the City and CRPD on October 18, 1977, and any subsequent amendments, to acquire, manage, regulate, control, conserve, and preserve the natural and scenic resources, as well as coordinate local land use and resource management of open space land areas including all powers and functions authorized pursuant to Article V of said Joint Powers Agreement and all rights and powers proscribed by federal and state law. In addition, as a public joint powers agency, COSCA maintains the authority provided in Article 1 of Chapter 5 of Part 1 of Division 7 of Title 1 of the Government Code of the State of California, Chapter 3 of Part 1 of Division 3 of Title 4 of the Government Code of the State of California, and Section 5782.21 of Chapter 4 of Part 1 of Division 5 of Title 1 of the Public Resources Code of the State of California.
- c. Neither the adoption of this ordinance nor the repeal hereby of any section of this ordinance shall in any manner affect the prosecution for violations of this ordinance, which violations were committed prior to the effective date of this ordinance, nor be construed as a waiver of any license or penalty at said effective date due and unpaid under this ordinance, nor be construed as affecting any of the provisions of this ordinance relating to the collection of any such license or penalty or the penal provisions applicable to any violation thereof, nor to affect the validity of any bond or cash deposit in lieu thereof required to be posted, filed, or deposited pursuant to this ordinance, and all vested rights and obligations thereunder appertaining shall continue in full force and effect.

SECTION 103 – DEFINITIONS

The following words and phrases, whenever used in this ordinance, shall be construed as defined in this section:

- a. **“Aircraft”** shall mean any device that is used or intended to be used to carry a person or persons in the air.
- b. **“Alcoholic Beverage”** shall mean alcohol, spirits, liquor, wine, beer, and every liquid or solid containing one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or combined with other substances.
- c. **“Amplified Sound”** shall mean sound projected and transmitted by electronic equipment, including amplifiers, radios, or other devices.
- d. **“Boating”** shall mean the use of any manned or unmanned, full-size, or scale model floating vessel.
- e. **“Building”** shall mean any structure having a roof supported by columns or by walls and intended for the shelter, housing, or enclosure of persons, animals, chattel, or property of any kind.
- f. **“Camp”** means to pitch or occupy camp facilities; to use camp paraphernalia.
- g. **“Camp Facilities”** include, but are not limited to, tents, huts, temporary shelters, trailers, motor homes, campers, or vehicles otherwise used for shelter.
- h. **“Camp Paraphernalia”** includes, but is not limited to, tarpaulins, cots, beds, sleeping bags, hammocks, or non-COSCA designated cooking facilities and similar equipment.
- i. **“Chief Supervising Ranger”** shall mean COSCA’s Chief Supervising Ranger or designated representative.
- j. **“City”** shall mean the City of Thousand Oaks.
- k. **“City Attorney”** shall mean the City Attorney of the City of Thousand Oaks or a designated representative. The City Attorney is COSCA’s Agency Attorney.
- l. **“City Manager”** shall mean the City Manager of the City of Thousand Oaks or a designated representative. The City Manager is COSCA’s co-Chief Administrative Officer.
- m. **“COSCA”** shall mean the Conejo Open Space Conservation Agency, an agency established pursuant to the joint powers act between the Conejo Recreation and Park District and the City of Thousand Oaks.
- n. **“COSCA Employee”** shall mean any employee of COSCA, the City of Thousand Oaks, or the Conejo Recreation and Park District who is authorized to represent COSCA or perform work on COSCA open space.

- o. **“COSCA Manager”** shall mean the COSCA Manager or a designated representative.
- p. **“COSCA Open Space”** shall mean all lands and facilities, including parking lots, under ownership of or subject to the Conejo Open Space Conservation Agency (COSCA)’s management authority.
- q. **“COSCA Open Space Waters”** shall mean any lake, reservoir, pond, stream, creek, river, or other standing or flowing body of water within COSCA open space.
- r. **“CRPD”** shall mean the Conejo Recreation and Park District, a special district.
- s. **“CRPD General Manager”** shall mean the chief administrative officer of the Conejo Recreation and Park District or a designated representative. The CRPD General Manager is COSCA’s co-Chief Administrative Officer.
- t. **“Disabled Persons”** shall mean “disabled persons” as defined under Section 295.5 of the California Vehicle Code.
- u. **“Enforcement Officer”** means any COSCA, City, or CRPD employee, law enforcement personnel, or other individual authorized by COSCA to enforce this ordinance.
- v. **“Geocaching”** shall mean a recreational activity requiring the participant to search for hidden items or landmarks using a global positioning system and coordinates retrieved from a website or other source.
- w. **“Livestock”** shall mean domestic or useful animals normally kept or reared on a farm or ranch for work, breeding, fattening, or other purposes including, but not limited to, horses, bovines, sheep, swine, and goats.
- x. **“Management Authority”** of open space and improvements may be demonstrated by, but is not limited to, contracts, memoranda of understanding, agreements, licenses, governmental resolutions, easements, or COSCA’s Joint Powers Agreement entered into by the City and CRPD on October 18, 1977 (as amended).
- y. **“Organization”** means a recognized association, partnership, firm, or corporation.
- z. **“Person”** shall mean any individual or group of individuals.
- aa. **“Personal Effects”** means personal property consisting of the following items:
 1. Medication, medical devices, eye glasses or other prescription lenses;
 2. Sleeping bag or bed roll which is sanitary and non-verminous;
 3. Tents in usable and reasonable good condition;
 4. Clothes stored in a manner protecting them from the elements, which are not unsanitary, soiled, or verminous; and

5. Personal property with an estimated individual fair market value of at least Fifty no/100ths (\$50.00) Dollars.
- bb. **“Section”** shall mean a section of this ordinance, unless some other document, statute or policy is specifically identified.
- cc. **“Store”** means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.
- dd. **“Structure”** shall mean anything constructed or erected which requires a location in or on the ground or which is attached to something having a location on or in the ground, such as signs, flagpoles, or similar appurtenances, including a building or a building’s architectural features and roof appurtenances required to operate and maintain the building, but not including fences, or walls used as fences, which are less than six (6) feet in height.
- ee. **“Trail”** shall mean any path or access through COSCA open space constructed or maintained for intended use by pedestrians, disabled persons, equestrians, or bicyclists.
- ff. **“Vehicle”** shall mean every device by which any person or property is or may be transported or drawn over land, excepting devices moved by human power or used exclusively upon rails.

SECTION 104 – **AUTHORITY AND ENFORCEMENT**

- a. The Board of Directors authorizes the City Manager and CRPD General Manager or their designee to implement and administer the policies, rules, and regulations contained herein. Whenever a power is granted to, or a duty imposed on, the City Manager and CRPD General Manager, the power may be exercised, or the duty performed, by the City Manager or CRPD General Manager or by any other employee so designated or assigned by the City Manager or CRPD General Manager.
- b. Unless this policy expressly provides otherwise, the City Manager, CRPD General Manager, City Attorney or other employee or agent so designated or assigned such duties shall enforce the provisions of this ordinance. The City Manager and CRPD General Manager shall have the authority to implement and enforce reasonable rules and regulations that implement and supplement the regulations set forth in this ordinance, when such rules and regulations are necessary to protect public health, safety, and welfare or the resources under COSCA’s care.
- c. COSCA employees, who are authorized, shall have the authority to warn, evict, arrest, and cite persons who violate any provisions of the District, state, or local ordinances. COSCA personnel, who are authorized, pursuant to Section 830.31 of the Penal Code, shall carry proper identification.

- d. The procedures and penalties set forth in this ordinance shall not limit or restrict COSCA from enforcing the rules and regulations contained herein in any other manner provided by law.

SECTION 105 – COMPLIANCE

Any persons entering, occupying, or remaining in any COSCA open space shall comply with the adopted ordinances, rules, and regulations. Additionally, no person shall violate any order or provision thereof posted on COSCA open space by the City Manager or CRPD General Manager or their designee.

SECTION 106 – PENALTY

- a. Any person within COSCA open space who violates any provision of this ordinance, the conditions of any permit issued pursuant thereto, or any adopted rule or regulation relating to COSCA open space is guilty of an infraction for the first violation; the second shall be a misdemeanor, except for the following:
- b. Violations of Sections 202, Subsections a, b, d, e, h, i, and j and Section 203 are civil penalties and will be subject to an administrative adjudication process administered by the Conejo Recreation and Park District, as outlined in the Conejo Recreation and Park District's Parking Citation Administrative Adjudication Manual.
- c. Violations of the following Sections shall be misdemeanors: Section 204, Section 205, Section 206, Section 207, Section 220, Section 221, Section 222, Section 224, Section 227, and Section 234.
- d. In addition to the remedies set forth in this section, a person or persons who violate Section 234 can be subject to the civil penalty procedures or nuisance abatement processes administered by the City of Thousand Oaks, as outlined in the City of Thousand Oaks Municipal Code, Chapter 2, Article 2, Section 1-2.201 et seq. and Chapter 6, Section 1-6.01 et seq.

CHAPTER II

COSCA OPEN SPACE RULES AND REGULATIONS

SECTION 201 – EXCEPTION

This ordinance does not apply to the operations of COSCA-, City- or CRPD-owned or operated vehicles, law enforcement or emergency vehicles or law enforcement or emergency officials while in the performance of law enforcement or emergency duties, or COSCA, City or CRPD employees and COSCA volunteers while engaged in official COSCA-related activities.

SECTION 202 – VEHICLES AND PARKING

Parking violations are a civil liability and will be subject to an administrative adjudication process administered by the Conejo Recreation and Park District as outlined in Conejo Recreation and Park District's Parking Citation Administrative Adjudication Manual.

- a. Vehicles shall be operated on COSCA property only on designated roadways, unless written permission has been granted by the City Manager or CRPD General Manager or their designee.
- b. Vehicles shall not be parked on COSCA property except within designated parking areas or within designated markings without written permission of the City Manager or CRPD General Manager or their designee.
- c. If the City Manager or CRPD General Manager find that at certain times, under specific restrictions or at designated places, a vehicle can be operated so as not to interfere in any way with the protection of resources and normal authorized use of COSCA open space, permission may be granted to operate such vehicle. Parking such vehicle is permitted only in areas so designated.
- d. Vehicles operated within the boundaries of COSCA open space shall be driven at a careful and prudent speed not greater than is reasonable and proper with due regard for the traffic, surface, and width of the roads. In no event shall a vehicle be driven within COSCA open space at a speed greater than 15 miles per hour, except on any paved road over which there is an access easement or right-of-way, in which case drivers shall adhere to posted speed limits.
- e. No person who owns or has possession, custody, or control of any vehicle, trailer, or camper shall park said vehicle upon any COSCA open space for more than a period of fifteen (15) consecutive hours unless otherwise permitted by the City Manager or CRPD General Manager or their designee.
- f. No vehicle maintenance may be performed on COSCA open space except for minor repairs needed to move the vehicle.

g. No vehicle shall be parked on COSCA open space after the closing time of the open space area or facility.

h. Disabled Persons Parking Zones

It shall be unlawful for the operator of any vehicle other than a vehicle bearing a distinguishing license plate defined by the California State Vehicle Code to stop or park such vehicle in a parking zone identified as reserved for disabled persons pursuant to Subdivision 2 below. The fine for this violation shall be as prescribed by the Vehicle Code.

1. Improper display of placard. It shall be unlawful to fail to, or improperly display a handicap placard. A citation issued for illegal parking may be reduced to a \$10 fine by the City Manager or CRPD General Manager or his/her assignee when proof of a valid handicap placard is presented.
2. Space identification. Disabled persons parking shall be designated by blue striping to mark the stall and a profile view of a wheelchair printed within the stall or space as well as a sign with the same type of marking on it.

SECTION 203 – REMOVAL OF VEHICLES

a. All parked vehicles are subject to being removed from COSCA open space under the following circumstances:

1. When a vehicle is parked or left standing on COSCA open space when the open space is closed to public use.
2. When a vehicle is parked or left standing upon a roadway in such a position as to obstruct the normal movement of traffic or in such a condition as to create a hazard to other traffic upon the roadway.
3. When a vehicle is parked so as to block the entrance to a driveway.
4. When a vehicle is parked so as to prevent access by firefighting equipment to a fire hydrant or emergency service.
5. When a vehicle is parked in any parking restricted zone.

b. If an illegally parked vehicle is removed from COSCA open space as provided for in this section, the owner shall be liable for all fees, towing, and storage charges.

SECTION 204 – VEHICULAR TRESPASS

a. The primary form of public access into COSCA open space areas will be on foot, on horseback or by bicycle. Motorized vehicles shall not be operated or parked on any COSCA open space except on roadways and parking areas specifically constructed for public vehicular traffic. Fire breaks and fire protection roads, hiking and riding trails shall be prohibited from vehicular use.

No vehicle (including off-road vehicles and motorcycles) shall be operated on COSCA open space except as allowed per posted signage.

- b. An exception is hereby established for disabled persons to use single-rider electric motorized vehicles adapted for recreational use by disabled persons, and for COSCA, City or CRPD vehicles, emergency vehicles, and vehicles of agencies and individuals holding an easement or written permission from the City Manager or CRPD General Manager or their designee, or vehicles authorized by the holder of an easement, but only within said easement.

SECTION 205 – FIREARMS AND WEAPONS

- a. No person shall carry, possess, set, leave, or deposit, or cause to be fired, across, in, on, or into any portion of COSCA open space any weapon, gun or firearm, spear, missile, bow and arrow, crossbow, slingshot, trap or hunting device, air or gas weapon, paintball gun, BB gun, ammunition, throwing knife or axe, martial arts throwing device, or any other weapon or device capable of injuring or killing any person or animal, or damaging property or natural resource except at posted or authorized ranges and areas designated for such purposes.
- b. An exception to this regulation is hereby made for duly authorized law enforcement officials.

SECTION 206 – HUNTING, PROTECTION OF ANIMALS

Hunting, shooting, wounding, trapping, or capturing animals on COSCA open space is prohibited. No animal shall be killed, harmed, or removed from COSCA open space unless by a COSCA, City or CRPD employee during the performance of his/her official duties, except (1) when necessary to avoid bodily harm, and (2) when fishing is allowed by the City Manager or CRPD General Manager or their designee, as provided under Section 210.

SECTION 207 – VANDALISM

It shall be unlawful for any person to damage, deface, cut, spray, paint, mark, scratch, write on, or otherwise deface or alter any natural feature, fence, wall, building, sign, monument, or other property on COSCA open space. Persons causing vandalism, or parents of persons under the age of 18, will be held liable and financially responsible for the full amount of damages, or the maximum amount allowed under the California Civil Code, Sections 1714.1 and 1714.3. In addition to any civil fines and penalties, any person who violates this section may be subject to prosecution for violation of California Penal Code, Section 594 et seq.

SECTION 208 – THROWING MISSILES

Throwing missiles, rocks, mud, sand, or any object that may cause bodily harm to others is prohibited on COSCA open space. Objects used in recreational activity are exempt from this section provided they are not used in an irresponsible and hazardous manner.

SECTION 209 – AMPLIFIED SOUND

No person shall play or operate any audible sound or energy amplification devices, including radios, television sets, public address systems, musical instruments, or similar devices unless written permission has been granted in advance by the City Manager or CRPD General Manager or their designee, and then only upon a finding that the use of amplified sound will not adversely affect natural resources and the open space character of the land.

SECTION 210 – FISHING

Fishing by any means, including fly casting, is prohibited in COSCA open space waters, except in designated areas, and only when within the scope of state regulations.

SECTION 211 – GOLF

No person shall drive, chip, or in any other manner play or practice golf, or hit balls on, over, or into COSCA open space.

SECTION 212 – MODEL CRAFTS

No person shall operate any model airplanes, gliders, cars, boats, rockets, vehicles, or any other model craft of any kind or description on, over, or into any portion of COSCA open space, unless written permission has been granted in advance by the City Manager or CRPD General Manager or their designee, and then only upon a finding that the use of such model crafts will not adversely affect natural resources and the open space character of the land.

SECTION 213 – AIRCRAFT/HUMAN FLIGHT

Without the written permission of the City Manager or CRPD General Manager or their designee, no person shall land any aircraft on or take any aircraft off any area in COSCA open space. Nor shall any person hang glide, parachute, or engage in any human flight on, over, or into COSCA open space.

SECTION 214 – **CAMPING**

- a. It shall be unlawful for any person to sleep, camp, occupy camp facilities, or use camp paraphernalia on COSCA open space.
- b. House trailers, campers, or motorhomes may not be used for overnight sleeping purposes on any COSCA open space.
- c. It shall be unlawful for any person to store personal property, including camp facilities and camp paraphernalia on any COSCA open space.
- d. The enforcement officer may remove personal property unlawfully stored or found on COSCA open space as outlined in above or found in an unlawful encampment as follows:
 1. The location of any personal property including camp facilities and paraphernalia shall be tagged and dated with a notice including the following: "It is illegal to store personal property on COSCA open space. If this personal property is not removed by (specify date at least 72 hours from posting), THIS PERSONAL PROPERTY SHALL BE DEEMED INTENTIONALLY ABANDONED AND SUBJECT TO REMOVAL AND POSSIBLE DESTRUCTION."
 2. The enforcement officer may remove any personal property still unlawfully stored or remaining in an encampment in COSCA open space after the posting period has expired.
- e. At the time of removal of unlawfully stored or remaining personal effects in the encampment, the enforcement officer shall conspicuously post and date a notice either at the exact location from which the personal effects were removed or at another nearby location giving the following information.
 1. A list of personal effects removed;
 2. A telephone number for information on retrieving personal effects;
 3. An address where the personal effects are temporary stored;
 4. The length of time during which the personal effects may be claimed.
- f. Following removal of unlawfully stored or remaining personal effects, an enforcement officer shall:
 1. Maintain an inventory identifying the personal effects; where the personal effects were approximately located; and the reasonable value of each item;
 2. Place the removed personal effects in containers labeled in a manner facilitating identification by the enforcement officer and owner and which reasonably protect such property from damage or theft; and
 3. Store removed personal effects in an area designated by the enforcement officer for a period of ninety (90) days.

- g. If personal effects are claimed within ninety (90) days from removal, unless the property is connected to a crime or is illegal to possess, the enforcement officer shall release the stored property to the owner if the person claiming ownership identifies the property and approximate location where the property was left by the owner.
- h. Unlawfully stored or found personal effects removed from the encampments, remaining unclaimed at the end of ninety (90) days from removal, shall be dedicated for public use, and may be given for charitable use to a local nonprofit agency.
- i. All other unlawfully stored or found personal property removed from an unlawful encampment is deemed intentionally abandoned and may be summarily abated and destroyed.
- j. This section is not intended to apply to open space lands owned by the Conejo Recreation and Park District, which may allow camping on its property by permit.

(Revised January 2020, Ordinance 001-2019)

SECTION 215 – FIREWORKS AND DANGEROUS OBJECTS

No person shall possess, discharge, set off, or cause to be discharged, in or into any COSCA open space any firecrackers, torpedoes, rockets, fireworks, explosives, or substances harmful to the life and safety of persons or property, unless written permission has been granted in advance by the City Manager or CRPD General Manager or their designee, and then only upon a finding that the use of such fireworks or other dangerous objects will not adversely affect natural resources and the open space character of the land.

SECTION 216 – NUDITY

No person shall appear nude while in or on any COSCA open space or facilities. Nudity shall be defined as codified in Title 14 California Code of Regulations section 4322 and Thousand Oaks Municipal Code section 5-16.02.

SECTION 217 – WASHING

Washing any portion of the body or cleansing any food, dishes, utensils, or other objects in COSCA open space waters or water supply, other than areas expressly designated for this purpose, is prohibited.

SECTION 218 – SWIMMING/WADING

Swimming or wading in any COSCA open space waters is prohibited except at places and times authorized by the City Manager or CRPD General Manager or their designee, and so posted.

SECTION 219 – HOURS OF USE

COSCA may designate certain sensitive areas, e.g., nature preserves, for no public access. COSCA open space lands so posted shall not be open to public use at any time, except under restrictions set forth in this ordinance. All other COSCA open space areas, where public use is appropriate, shall be open to the public from sunrise to sunset, unless otherwise posted. No person, except with written permission from the City Manager or CRPD General Manager or their designee, shall enter or remain in COSCA open space other than for those times as listed above.

SECTION 220 – FLORA

Removing or injuring any form of plant life from COSCA open space, including the removal of wood, grass, plants, or flowers is prohibited unless specifically authorized in writing by the City Manager or CRPD General Manager or their designee, and then only upon a finding that the removal or injury to flora is either (1) necessary to protect public health or safety or (2) that it is limited in scope and serves a necessary or useful public purpose.

SECTION 221 – ARCHAEOLOGICAL FEATURES

- a. No person shall remove, injure, disfigure, deface, or destroy any object of paleontological, archaeological, or historical interest or value.
- b. An exception is granted to COSCA itself, or a person or entity operating under the authorization and direction of COSCA solely for the purpose of appropriate curation or protection of a resource as determined necessary by a professional archaeologist, paleontologist, or historical resource expert, and then only if done in compliance with all applicable local, state and federal laws and regulations.

SECTION 222 – GEOLOGICAL FEATURES

No person shall destroy, disturb, mutilate, or remove earth, sand, gravel, minerals, rocks, or features of caves.

SECTION 223 – DOMESTIC ANIMALS AND LIVESTOCK

- a. No person owning or having charge, care, custody, or control of any dog (or cat) shall cause, permit, or allow same to be or to run at large upon any COSCA open space unless such animal is restrained by substantial chain or leash not exceeding six feet in length and is in the charge, care, custody, or control of a competent person. Pets not properly leashed may be impounded and the owner cited.
- b. The removal of feces of dogs or domestic cats that defecate on COSCA open space shall be the responsibility of the owner or custodian of said animal.

- c. Horses may be ridden on COSCA open space on designated trails, unless otherwise posted. Riders must control their steed at all times.
- d. Goats, donkeys, sheep, or similar animals may be ridden or led under specified restrictions and in designated areas with the written permission of the City Manager or CRPD General Manager or their designee, and then only upon a finding that the activity permitted will not adversely affect natural resources and the open space character of the land.
- e. No animal shall graze in any COSCA open space except on property leased for such purpose.
- f. No livestock shall be allowed in COSCA open space waters except for trail crossing purposes.
- g. Domestic animals or livestock may be prohibited from specific COSCA open space areas at specific times or events at the discretion of the City Manager or CRPD General Manager or their designee.
- h. No person shall abandon, leave or deposit dogs, domestic cats, fish, fowl, or other animals, whether dead or alive, on COSCA open space.

SECTION 224 – ALCOHOLIC BEVERAGES, INTOXICATED PERSONS, DANGEROUS DRUGS

Alcoholic beverages are prohibited on any COSCA open space without prior written approval of the City Manager or CRPD General Manager or their designee. No person shall be allowed on COSCA open space while under the influence of intoxicating liquors or dangerous drugs as defined under California Vehicle Code, Section 23152.

SECTION 225 – LITTER AND RUBBISH

Depositing garbage, trash, or other refuse on COSCA open space other than in a receptacle provided therefore is prohibited. Throwing or leaving bottles, glass, or sharp pointed articles is prohibited. Throwing or disposing of wastepaper or combustible refuse in any place in COSCA open space other than in a receptacle maintained for that purpose is prohibited. It is unlawful to use any receptacle for the depositing of garbage, trash, or other refuse not generated and/or used within COSCA open space boundaries.

SECTION 226 – FIRES AND SMOKING

Open fires, barbeques, and smoking are prohibited in COSCA open space, except in designated areas, and with a permit issued by the Conejo Recreation and Park District.

SECTION 227 – DUMPING

Dumping rocks, soil, grass clippings, branches, leaves, equipment, vehicles, construction materials, furniture, accessories, or any other item or material is prohibited without prior written approval of the City Manager or CRPD General Manager or their designee. Unauthorized dumping is punishable as a misdemeanor as indicated in Section 106.

SECTION 228 – TRESPASSING

Trespassing into areas designated “No Trespassing” is prohibited.

SECTION 229 – COSCA OPEN SPACE CLOSURE

The City Manager or CRPD General Manager or their designee, or any COSCA Ranger may close an open space area at any time to protect public safety and/or protect the resources from damage or threat of damage. Any violation of such closure will constitute a trespass. This section may be enforced without the concurrence of those persons then using the property.

SECTION 230 – UNLAWFUL ADVERTISING, SIGNS, OR BANNERS

It shall be unlawful for any unauthorized person to place or maintain any sign, billboard, or advertisement on any COSCA open space or to attach any sign or advertisement to or upon any COSCA open space improvement. Any sign, billboard, advertisement, defacement, or damage existing in violation of the provisions of this section will be removed immediately.

SECTION 231 – BOATING

Boating shall not be allowed in COSCA open space waters except with the written permission of the City Manager or CRPD General Manager or their designee, and then only in accordance with state laws regarding boating.

SECTION 232 – TEMPORARY CONSTRUCTION

No person shall erect, construct, install, or place any temporary structure, fence, road, equipment, material, sign, or apparatus or perform any construction of any type for any purpose on, below, over, or across COSCA open space, except by written permission from the City Manager or CRPD General Manager or designated representative, and/or the issuance of a COSCA Temporary Encroachment Permit specifying in detail the work to be done and the conditions to be fulfilled pursuant to the terms of such an authorization. Such temporary construction work may only be authorized if it does not adversely affect the natural resources or open space character of the COSCA open space.

SECTION 233 – PUBLIC URINATION

It is unlawful for any person to urinate or defecate in any public place except when using a urinal, toilet, or commode located in a bathroom, restroom, portable restroom, or other structure screened from public view.

SECTION 234 – ENCROACHMENT

- a. No person shall encroach, or to make or cause to be made any encroachment over, under, or within any COSCA open space, unless prior written permission is granted by the City Manager and CRPD General Manager or their designee.
- b. Encroach and encroachment shall include but not be limited to the performance of any of the following acts:
 1. Constructing, placing, storing, or maintaining any obstruction, structure, monument, facility, landscaping, patio, pool, or other physical improvement on, over, under, or within COSCA open space;
 2. Erecting or maintaining any post, pole, fence, guard rail, wall, treehouse, swing, bike ramp, bike jump, path, stairs, irrigation line, debris, compost pile or any other structure on, over, under, or within COSCA open space;
 3. Planting of any tree, shrub, grass, or other growing thing within COSCA open space;
 4. Clearing, removing, or otherwise altering vegetation, rocks, or other natural features in COSCA open space without a valid easement or other authorization from COSCA.
- c. The City Attorney, on behalf of COSCA, may enforce and abate encroachments on COSCA open space pursuant to any civil, criminal, and administrative abatement or enforcement procedures available by law.

SECTION 235 – EXCLUSIVE USE

COSCA open space areas shall not be made available for exclusive use by any person, group, or organization.

SECTION 236 – GROUP USE

Reservations are required for use of COSCA open space areas by groups of 25 or more persons. These reservations must be made through the Conejo Recreation and Park District's reservation system, in accordance with the procedures established in Articles IV and V of the Conejo Recreation and Park District Ordinance Manual. Group reservations are not required for official activities, programs, or hikes which are sponsored, programmed, or supervised by COSCA or CRPD.

SECTION 237 – TRAILS AND TRAIL USE

Unauthorized travel off designated trails is prohibited. The building or maintaining of private or unauthorized paths or trails on COSCA open space is also prohibited.

Trail users must yield to other trail users in the manner defined herein or as otherwise posted at trailheads. Hikers must yield to equestrians. Bicyclists must yield to pedestrians and equestrians, and bicyclists headed downhill must yield to bicyclists headed uphill.

SECTION 238 – BICYCLES

Bicycles and similar devices (e.g., unicycles) shall be allowed in COSCA open space areas under the following restrictions:

- a. Bicycles must stay on designated trails and roadways.
- b. No person shall operate a bicycle in a reckless or negligent manner so as to endanger public property, or the life, limb, or property of any person or animal. A reasonable and prudent speed limit will be observed.
- c. Bicyclists must yield when meeting equestrians and pedestrians. "Yield" means slow down to a speed approximately the same or slower than the equestrian or pedestrian, establish communication, be prepared to stop, and/or move aside to allow other users to pass, and pass safely.
- d. No person shall possess or operate a bicycle or similar device in COSCA open space in areas designated or signed to restrict such activity.
- e. All state and local regulations regarding helmet use, for minors or adults, shall be followed.

SECTION 239 – NATURE PRESERVES

COSCA has the authority to designate an area as a "nature preserve" to protect the resources and/or flora and fauna. Entrance to such an area shall be prohibited, except with written permission for the purposes of scientific study, a docent-led hike, or other authorized activities. These areas may be posted as "no trespassing."

SECTION 240 – SCIENTIFIC RESEARCH

Individuals wishing to conduct scientific research on COSCA open space must obtain prior written permission from the City Manager or CRPD General Manager or their designee and must complete a COSCA Research Agreement form, available from the COSCA Manager.

SECTION 241 – **FILMING AND COMMERCIAL PHOTOGRAPHY**

Individuals engaged in the making of movies, still photography, or television films for commercial purposes shall observe the following procedures. Permission to film on COSCA-owned land pursuant to this section may be granted by the City Manager or CRPD General Manager or a designated representative with the following stipulations:

- a. Issuance of a COSCA commercial filming permit, available from the COSCA Manager, and compliance with its contents. Requests may be received by letter, telephone, or in person.
- b. A certificate of insurance naming COSCA as coinsured on the day or days of filming with the limits of not less than \$1,000,000 for public liability and \$1,000,000 for property liability, which must be on file with COSCA prior to approval of the permit. The COSCA Board of Directors shall assess a fee for the use of COSCA property for commercial filming or photographic purposes. This fee will be reviewed periodically.
- c. Applicants must comply with all City of Thousand Oaks ordinances relating to filming and are responsible for obtaining all necessary City permits as required under those ordinances.
- d. The applicant shall provide all personnel and services necessary to the satisfaction of COSCA for crowd control, traffic control, fire control, maintenance, and any other situations that attract potential hazards due to the presence of the filming production. Any COSCA, City or CRPD personnel services provided shall be compensated to COSCA at an hourly rate designated by the City Manager or CRPD General Manager or an authorized agent. The appropriate fee will be established to cover all costs incurred by COSCA or CRPD. At the time of COSCA permit issuance, an estimate of such fees will be given the applicant.
- e. The applicant shall be responsible for complete replacement, refurbishing, or payment to COSCA for any damaged, destroyed, or otherwise disturbed property during the time of the filming for which the permit applies.
- f. Filming and related activities shall not be allowed if it will cause permanent damage to open space resources, including plants, animals, or cultural, archaeological, historical, or geologic features.
- g. All land and open space resources therein shall be returned to their natural condition upon completion of filming.
- h. All or a portion of the fees may be waived by the City Manager or CRPD General Manager or their designee for productions when the primary purpose is educational or training, and said organization is a nonprofit corporation within the State of California.

SECTION 242 – **GEOCACHING**

Geocaching is allowed on COSCA open space only when practiced in accordance with COSCA's Administrative Guidelines for Geocaching, a document available from the COSCA Manager or Chief Supervising Ranger, and pursuant to all regulations described above.

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