

## **PARK RULES, POLICIES AND PROCEDURES**

### **PARK RULES** *City of Olivette Ordinance 2448*

1. Park hours are from dawn to dusk.
2. Pavilions and recreation areas must be left clean and free of trash and debris after use.
3. Golf practicing and sledding is prohibited.
4. No motor vehicles are permitted except in designated parking or driving areas.
5. Dogs are to be leashed (maximum six-foot lead) and under control at all times except where posted.
6. All fires must be contained to the barbeque pits only; all coals shall be put completely out and shall not be thrown in the parks trash containers.
7. No glass containers or bottles are permitted in the park.

### **LARGE GROUP DEPOSIT** *Refundable fee of \$150 required for Groups of 150-250 at Stacy Park*

Failure to abide by all park rules; exceeding the pavilion capacity; causing damage; and/ or failing to adequately clean the pavilion following group use, will result in withholding of the security deposit.

### **SPECIAL USE PERMITS** *Permit Fee of \$100*

1. The following uses are allowed in Stacy Park upon issuance of a special use permit issued by the Director:
  - a. Bands, public address systems, disc jockeys, or similar forms of entertainment or communication;
  - b. Entertainment, amusement, or festival equipment or features such as, but not limited to, inflatables, rides, dunk booths, game booths, beer booths, food booths, moonwalks, tents etc.;
  - c. Portable barbeque pits or personal equipment that affixes to any park grounds or structure; and
  - d. Other uses having potentially adverse impacts (litter, noise, crowds, etc.) on park facilities, other park users, or adjacent streets or neighbors.
2. The Director may impose such requirements or restrictions on the issuance or enforcement of Special Use Permits as are reasonably necessary to prevent, mitigate, or ameliorate adverse impacts likely to result from Special Use Permit activities.

## **PARK POLICIES AND PROCEDURES**

1. Reservation permits for pavilions and athletic fields are available for usage from **9:00AM-2:00 pm; 3:00 pm until Dusk; or 9:00AM until Dusk**, seven days per week, during the following dates:
  - a. Stacy Park Year-round
  - b. Irv Zeid & Villa Parks April 18 through November 15<sup>th</sup>
2. Reservation permits are issued on a first-come, first-serve basis.
3. Olivette residents must show proof of residency to receive the resident rate. Valid occupancy permits, an unpaid utility bill or similar items may be used to verify address.
4. Reservation permits are required to reserve all athletic fields (Warson & Stacy Parks) and pavilions (Irv Zeid, Stacy & Villa Parks). The Indian Meadows Park pavilion is not reservable.

5. Those not having reservation permits must relinquish those facilities outlined in the permit to the permit holder.
6. The reservation permit is issued only for the time(s) and date(s) outlined on the permit.
7. The City of Olivette reserves the right to modify or revoke reservation permit due to unforeseen circumstances.
8. The proposed activity or use must not reasonably interfere with or detract from the general public enjoyment of the park.
9. The proposed activity or use will not entail unusual, extraordinary or burdensome expense or police operation and/or anticipate violence, crime or disorderly conduct.
10. Person or persons representing companies, groups or organizations signing reservation permits will be held liable.
11. Pavilions and recreation areas must be clean and free of trash and debris.
12. Golf practicing and sledding within the park area is prohibited.
13. **No motor vehicles are permitted to operate in any area of the City Park except in designated parking areas.**
14. Dogs are to be leashed and under control at all times while in the park.
15. All fires must be contained to the BBQ pits only, and all coals shall be put completely out. Do not throw coals in the trash containers.
16. All lights and fans at Stacy Park pavilion are operated on timers.
17. Amplified sound of any type or any loud noise or music is not permitted, unless approved by Director of Parks & Recreation.
18. Entertainment/Amusement equipment such as rides, dunking booths, game booths, beer booths, food booths, moonwalks, tents etc. are not permitted without an approved Special Event Permit with the fees paid in advance.
19. Any equipment such as portable BBQ pits, sports equipment, and awnings must have a Special Permit from the Parks & Recreation Department.
20. No glass containers or bottles are permitted in the park.
21. Use by any individual, corporation, or organization who wishes of a City facility for league use (practice/games/tournaments etc.) requires a Special Event Permit and, must have a One (1) Million dollar general liability policy naming the City of Olivette as an additional insured. A current "Certificate of Insurance" document must be on file with the Olivette Parks and Recreation Department before a permits will be issued.
22. All reservation permits are given for the sole use of the permittee; permits are not transferable and cannot be sublet or given to any other individual, corporation, or organization.
23. **There are no refunds on reservation permits.**