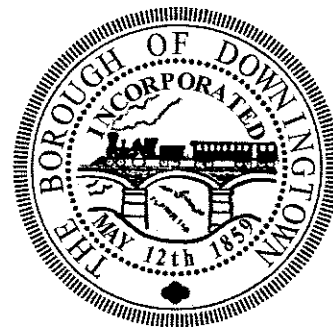


Borough of Downingtown

Parks, Playgrounds & Pavilions Application

Mail or Deliver to:
Borough of Downingtown
Attn: Val DiLuigi
4 West Lancaster Avenue
Downingtown, PA 19335
(610) 269-0344
(610) 269-1580 Fax



Date application filed: _____

Individual / Organization: _____

Address: _____

Contact person: _____

Telephone number: _____

Reservation date: _____ Time: _____

PARKS, PLAYGROUNDS & PAVILIONS

Kerr Park

- Optimist Pavilion Lion's Pavilion Small Pavilion
- Log House Field & Gazebo

Johnsontown Park

Sunnybrook Park

- Rotary Pavilion

Pavilion Use Fees: \$50.00 Security Deposit plus fees listed below
Any Cancellations or Rain Out will be charged a \$15.00
Administrative fee which will be deducted from your refund

Borough Resident, Business, or Non-Profit Organization

Under 30 attendees	\$35.00
31-50 attendees	\$75.00
51-150 attendees	\$150.00
*Over 150 attendees	\$150.00 + Mass Gathering Permit Fee of _____

Non-Borough Resident, Business, or Non-Profit Organization

Under 30 attendees	\$105.00
31-50 attendees	\$225.00
51-150 attendees	\$450.00
*Over 150 attendees	\$450.00 + Mass Gathering Permit Fee of _____

* SEE BACK OF MASS GATHERING PERMIT APPLICATION TO DETERMINE ADDITIONAL FEE

Important Information for Reservation of Parks, Playgrounds & Pavilions

- Facilities are available for reservation from Memorial Day until the weekend of the Halloween Parade.
- Applicant must read the entire application and agree to observe stated rules and regulations.
- Applicant is liable for any loss, damage or injury sustained by any person and will hold the Borough of Downingtown harmless for any injuries that occur during the course of the event.
- No nails, staples or any other type fastening devices which may damage the pavilion may be used. As stated above if any of these are used and damages occur you will be charged for the repairs.
- **All Park Rules must be followed.** Motor vehicles, pets and alcohol are not permitted on park grounds- violators will be prosecuted.
- Applicant is responsible for cleaning up after the event and depositing trash and/or items for recycling in designated containers.
- For any gatherings which the Borough determines additional police presence is necessary, or which require additional services of the Borough Public Works Department, such security and Public Works services must be paid by the event sponsor(s).

Event Planning

Please answer the following questions. Intentions for the park facilities must be clearly stated.

Type of Event: _____

Traffic/Parking issues: _____

Event advertising: _____

Location within park event to be held: _____

Will participants be pre-registered? Yes No N/A

Are all participants members of the organization? Yes No N/A

Is the general public invited to attend? Yes No N/A

Will a registration fee be charged? Yes No N/A

Applicant Information

I hereby agree to observe the Downingtown Parks and Playgrounds Ordinance, Chapter 203, as amended by Ordinance No. 93-5. I have received a copy of the Park and Recreation rules as established by the Downingtown Parks and Historic Commission and agree to observe same.

Name: _____ Date: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Signature: _____

For Borough Use Only

Fee: \$ _____ Check# _____ Security Deposit: \$ _____ Check# _____ Date: _____

Police Department: Approved Denied Date: _____ Initials: _____

Borough Manager: Approved Denied Date: _____ Initials: _____

§ 203-1 Rules and regulations enumerated.

The following rules and regulations are hereby established for the management and protection of parks and playgrounds located within the Borough, hereinafter designated as "the parks":

A.

The parks shall be open daily to the public between the hours of 6:00 a.m. and 11:00 p.m. At 11:00 p.m., all activities in the parks shall cease, and all persons in the parks shall leave as soon as possible thereafter, except those activities under the supervision of the Historical and Parks Commission or those who have permits. No person, other than authorized employees thereof, shall be in the parks at any time between 11:00 p.m. and 6:00 a.m. the following morning, except as aforementioned.

[Amended 4-7-1999 by Ord. No. 99-6]

B.

No person shall injure, deface, remove, cut or damage any of the trees, plants, shrubs, turf, buildings, structures or fixtures therein or any other property of the Borough located within the parks.

C.

No person shall remove any bench, seat or table from the parks or change the location thereof without permission from the Park Superintendent or the Historical and Parks Commission.

[Amended 4-7-1999 by Ord. No. 99-6]

D.

No person shall conduct himself within the parks so as to annoy any other person using the parks for recreational purposes.

E.

Application.

[Amended 7-14-1993 by Ord. No. 93-5; 3-15-1994 by Ord. No. 94-1]

(1)

No person or organization shall hold any meeting or gathering assembled through advertisement or public notice or any gathering otherwise assembled and composed of 25 or more persons, within the limits of the parks, without first having made application to the Director for a permit. Any person wishing to reserve a pavilion located in any Borough park or playground must, regardless of the number of people to occupy the pavilion, make application to the Director for a permit. The fee for a permit to occupy a pavilion shall be established by resolution of Borough Council. Such permit shall indicate the spot in the parks where such gathering or meeting will be held, and such gathering shall not be held at any other spot within the parks.

(a)

Fee for residents reserving a pavilion. In accordance with § 203-1E(1) applicants who are Borough residents shall pay the following fees:

[Added 5-1-2002]

[1]

The minimum fee to occupy a pavilion is \$35.

[2]

A fee of \$75 if at least 30 but fewer than 50 people are expected to occupy a pavilion.

[3]

A fee of \$150 if at least 51 but fewer than 150 people are expected to occupy a pavilion.

[4]

A fee of \$150 plus a mass gathering permit fee

Editor's Note: See § 173-10, Permit fees.
if more than 151 people are expected to occupy a pavilion.

(b)

Fee for nonresidents reserving a pavilion. In accordance with § 203-1E(1), applicants who are not Borough residents shall pay the following fees:

[Added 5-1-2002]

[1]

The minimum fee to occupy a pavilion is \$105.

[2]

A fee of \$225 if 30 but fewer than 50 people are expected to occupy a pavilion.

[3]

A fee of \$450 if at least 51 but fewer than 150 people are expected to occupy a pavilion.

[4]

A fee of \$450 plus a mass gathering permit fee

Editor's Note: See § 173-10, Permit fees.

if more than 151 people are expected to occupy a pavilion.

(c)

Security deposit fee for reserving a pavilion. In accordance with this subsection, applicants pay the following fee in addition to the fees listed in Subsection E(1)(a) and (b). A security deposit fee of \$50 which will be refunded if, upon inspection, the pavilion is not damaged in any way and all waste and/or garbage is disposed in the receptacles designated for that purpose.

[Added 8-20-2003]

(2)

Any individual or organization who or which wishes to reserve any Borough athletic facility, including but not limited to tennis courts, basketball courts, volleyball courts, football fields, soccer fields, baseball fields and the like, shall, prior to use of the facility, make an application to the Director for a permit. The applicant shall comply with all procedures in this article referring to requirements to make an application for a permit. Such permit shall indicate the date(s) and time(s) the athletic facility shall be reserved. The fee for the permit and any waiver of the permit fee or other fees will be established by resolution of Borough Council. The fee for reserving the athletic facilities shall supersede the fees for holding a meeting or gathering in the park.

(a)

Fee for reserving an athletic facility. In accordance with § 203-1E(2), the applicant shall pay the following fees.

[Added 8-20-2003]

[1]

For Drib-L: \$21 per night; for each athletic facility: \$15 per hour.

[2]

For park/field lights a week: \$55 per game, \$100 per two or more games; \$150 per three or more games.

[3]

The Downingtown Area Recreation Consortium (DARC) shall be exempt from paying a fee to reserve any athletic facility.

[4]

United Spirit Soccer Club shall be exempt from paying a fee to reserve any athletic facility. The club will maintain the fields at Johnstown Parks.

[5]

Chester County Volleyball Association will pay \$25 per night for the use of the volleyball court(s).

[6]

The Downingtown Little League will pay \$15 per game for the use of any athletic facilities. Weekends, it will pay \$15 per day for the use of any athletic facilities. If it play less than five innings, it will not be charged.

(3)

The application for such permit shall be in the name of a person who shall be responsible for seeing that all refuse left by the group shall be placed in proper containers or removed from the grounds before leaving the park. The application for permit shall also indicate the sponsoring person(s) or organization(s), the approximate number of persons attending the planned event, the hours for which the planned event is scheduled, equipment to be used and such other pertinent information.

(4)

The application for such permit shall be made at least 30 days prior to the time of the planned use for which permission is being requested.

(5)

The person or organization making application for a permit pursuant to this subsection must be a resident of the Borough of Downingtown or an owner of a business located within the Borough and must provide a street address and telephone number within the Borough. The person or organization making application for a permit pursuant to this subsection must be a resident of the Borough of Downingtown or an owner of a business located within the Borough and must provide a street address and telephone number within the Borough.

(6)

The applicant shall pay all fees at the time of the application.

F.

For all gatherings for which the Borough determines that additional police security is necessary or which require additional services of the Borough's Street Department, such security and street services must be paid for by the sponsor(s) of the gathering.

[Amended 7-14-1993 by Ord. No. 93-5]

G.

Motor vehicles of any kind are not allowed on park grounds without special permission from the Borough, except those vehicles used in the course of park maintenance or other necessary activity.

H.

Sound equipment (amplification) shall be permitted in the parks only by special permission from the Borough.

I.

No person shall set up any booth, table, stand or structure whatsoever within the limits of the parks without the consent of the Historical and Parks Commission, which shall have authority to refuse such consent in any instance.

[Amended 4-7-1999 by Ord. No. 99-6]

J.

No person shall dispose of any waste or garbage in the parks except in the receptacles designated for the respective purposes. All persons using the parks shall dispose of all waste and garbage left by them in such proper receptacles.

K.

No person shall injure, deface or destroy any notice, rule or regulation posted at any place within the parks by authority of the Historical and Parks Commission, nor shall any person post, at any place within the parks, any notice or placard, other than by authority of the Historical and Parks Commission.

[Amended 4-7-1999 by Ord. No. 99-6]

L.

No person shall set or maintain any fire in the park except in stoves and fireplaces maintained for the purpose and located by authority of the Historical and Parks Commission.

[Amended 4-7-1999 by Ord. No. 99-6]

M.

No person shall bring any intoxicating beverages into the parks, either for his own use or for the use of any other person.

N.

No person, other than an officer of the law, shall carry any firearm within the limits of the parks.

O.

No domestic animals shall be permitted within the park limits.

[Added 8-13-1986 by Ord. No. 86-11]