

# CHARTER TOWNSHIP OF PLYMOUTH PARK RULES

---

## 1. PURPOSE AND APPLICATION OF RULES

The purpose or objective of the Township Parks is to provide areas available to the residents of the Community for casual, unscheduled, informal, unorganized, recreational use. Activities or uses proposed beyond this concept shall require the approval of the Township Board or its designee. These rules apply to all Township Parks.

## 2. DEFINITIONS

RESIDENT GROUP shall be defined as a corporation, firm, partnership, association or other legal entity with its registered office located in Plymouth Township; a family outing sponsored by a Plymouth Township resident; a church, scout group, or youth sports group located in Plymouth Township; a Plymouth-Canton private or public school group, scout group, or youth sport group; a formally organized Plymouth Township homeowner's group; or a non-profit Community group or church, including Rotary, Kiwanis, etc., whose membership consists of more than 50% residents of the Plymouth Community (The Charter Township of Plymouth and the City of Plymouth).

NON-RESIDENT GROUP shall be defined as Any group, company or individual not defined as a resident group, even though an employee of the business or member of the group resides in the Township.

WEEKEND shall be defined as Friday, Saturday or Sunday.

WEEKDAY shall be defined as Monday, Tuesday, Wednesday or Thursday.

HOLIDAY shall be defined as any holiday observed by the Township as stated on the Event Calendar on the Township's web page.

## 3. FEES

Registration and additional fees are set by the Township Board and subject to change without notice. Additional fees may be assessed for violation of these rules due to clean up costs, additional services and damage repair. Current fees are posted at the Division of Public Services, at [www.plymouthtp.org](http://www.plymouthtp.org) and can be obtained by calling 734-354-3270 ext. 4.

## 4. PAVILION & SHELTER RESERVATIONS

Pavilion and Shelter use shall be by reservation only.

### RESERVATION PROCEDURE

Reservations must be made in person only at the Division of Public Services. Dates cannot be held or "penciled" in. Reservations are made based on Residency as defined in Section 2 of this document as follows:

#### Resident Group:

Reservations by resident groups shall be accepted beginning at 8:00 am 3<sup>rd</sup> (third) Tuesday in January.

#### Non-Resident Group:

Reservations by non-resident groups shall be accepted beginning at 8:00 am the 1<sup>st</sup> (first) Monday in April of each reservation year.

Reservations must be made on the Township form and include payment by check, cash or money order. Misrepresentation of residency may be subject to forfeiture of access to park reservations.

#### RESERVATIONS REQUIRING TOWNSHIP APPROVAL

Reservation of a shelter or pavilion for more than one day, use of park facilities for an organized activity other than an informal gathering or picnic, or use of more than one shelter/pavilion requires approval by the Township Supervisor in addition to a permit. Special after hours permits shall be authorized only as provided in the Parks and Playground Areas Ordinance.

#### LIMITATIONS ON PARK RESERVATIONS

The intent of the following requirements is to make the park pavilion and shelters available to as many Township Resident Groups as possible.

##### Resident Group:

A Resident Group as defined in this document (see page 1) may reserve a pavilion or shelter as described below:

##### Weekends (Friday, Saturday, Sunday)

Not more than three (3) weekend reservations per year. Reservations shall be on a first-come, first-served basis; however, where requests for multiple reservation dates are submitted prior to April 1, only one (1) of the dates will be treated as a confirmed reservation. The other date(s) shall be available to other applicants, but only until March 31. After March 31, all date(s) shall be treated as confirmed reservation(s). That is, an applicant can only have one confirmed date until March 31. After March 31, unconfirmed dates, unless otherwise chosen by another applicant, become confirmed reservation(s). The applicant may designate which of the dates chosen shall be first treated as confirmed.

All reservation dates requested after April 1 shall be subject to availability on a first-come, first-served basis.

##### Weekdays (M-TH)

Up to four (4) reservations per season shall be allowed, subject to availability. Reservations beyond four (4) require approval by the Township Supervisor based on concurrently scheduled activities, capacity, required services and related considerations.

##### Holiday Reservations

Holidays shall require approval by the Township Supervisor based on concurrently scheduled activities, capacity, required services and related considerations.

##### Non-Resident Group:

A Non-Resident Group may only reserve a pavilion or shelter for one (1) weekend per year and/or one weekday per year.

#### INSURANCE REQUIRED FOR ALL GROUPS THAT FUNCTION UNDER A TAX I.D.

Any group (resident or non-resident) that functions under a tax I.D. number requires general liability insurance for their use of a pavilion or shelter for the day/season. The insurance policy requirements are subject to change and are available on the Township's website and at the Division of Public Services.

The policy and accompanying waiver forms must be provided to the Division of Public Services no later than two (2) weeks prior to the reservation date. It is the responsibility of the person who signs the permit to ensure that the insurance policy is on file with the Township.

Those that fail to submit the proper insurance documents by 4:00 pm on the two (2) week deadline date provided on the issued permit will be removed from the system and the date will be open and available for others to reserve. **NO REFUND SHALL BE GIVEN.**

#### DATE CHANGE REQUESTS

Date change requests are allowed as follows:

- Requests are only taken for the current year.
- Request must be made a minimum of five (5) days prior to original reservation date.
- Request must be made in person.

#### **5. HOURS**

Park hours are between dawn and dusk (as defined by the National Oceanic and Atmospheric Administration of the United States Department of Commerce for Detroit, Michigan) unless posted otherwise on the Township web site. Park hours are subject to change without prior notification. Exceptions will include all league scheduled activities or those events approved in writing by the Supervisor.

#### **6. PROCEDURES FOR SHELTER/PAVILION**

##### EQUIPMENT, CLEAN UP

Refuse in and around the pavilion or shelter shall be deposited in designated containers. All floors shall be swept and tables wiped down. Brooms and dustpans are available.

The large pavilion comes equipped with a food preparation area including a sink, countertop and commercial refrigerator with limited cold storage capabilities that is available for use to those who have rented the pavilion and paid an additional fee. This area must be cleaned and wiped down prior to departure time. Any items left in the refrigerator after use of the pavilion will be disposed of by park staff.

If a group is planning a "water balloon toss" or other games, please ensure that all debris, even small pieces, are removed from the area. We thank you in advance for your cooperation in this matter.

Permittee will be responsible to leave the pavilion, shelter and surrounding grounds clean and orderly. Failure to leave the pavilion or shelter and surrounding grounds in a clean and orderly condition may result in forfeiture of access to park reservations.

##### MAXIMUM CAPACITIES

The maximum capacities of the pavilion and shelters shall not be exceeded. Failure to honor maximum capacity limits may result in forfeiture of access to park reservation, as well as ejection from the park.

#### **7. WEDDINGS**

The wedding ceremony are permitted subject to park rules. Wedding receptions are not permitted.

**8. ALCOHOL**

The use or possession of alcohol or alcoholic beverages is prohibited.

**9. CANCELLATIONS**

**Permittees who know they will not be using the reservation are encouraged to notify the Division of Public Services in order to allow for other use(s) of the facilities. NO REFUNDS SHALL BE GIVEN.**

**10. INCLEMENT WEATHER**

To protect the safety of both park patrons and park staff should the National Weather Service issue a severe weather warning the Township will vacate and close the park. No refunds will be given.

**11. CONDUCT**

PEACEFUL ENJOYMENT

All park users are expected to conduct themselves in a manner conducive to peaceful enjoyment of the facilities by all park users. Disorderly conduct by park users may be subject to forfeiture of access to park reservations, ejection from the park, and/or prosecution under the Parks and Playground Areas Ordinance.

VENDORS

Vendors are allowed for special events upon approval of Township Supervisor or designee.

**12. BANDS, BULLHORNS and OTHER COMMUNICATION SYSTEMS**

Bands, karaoke, bullhorns or P.A. systems, will only be allowed upon written request to the Township Supervisor at least three (3) days in advance of the event.

**13. ANIMALS**

Possession of animals in Township Parks is prohibited under Township ordinance. Violators may be ejected and/or subject to prosecution under the Parks and Playground Ordinance, other ordinances and/or state law.

**14. NO STAPLES, ETC.**

No staples, nails or tacks are to be used on picnic tables or on building surfaces. Park users violating this rule may be subject to forfeiture of access to park reservations and cost of repairs.

**15. NO TAPE OR ADHESIVES ON STRUCTURES**

Tape and Adhesives shall not be used to affix anything to the framework of the Pavilions or Shelters. Park users violating this rule may be subject to forfeiture of access to park reservations and cost of repairs. Tape can be used to affix tablecloths and decorations to picnic tables.

**16. MOTOR VEHICLES/PARKING**

MAX. SPEED 5 MILES/HR

No person shall operate a motor vehicle on the roadway in excess of five (5) m.p.h.

MOTOR VEHICLES LIMITED LOCATION

Motor vehicles must remain upon the roadway and designated parking areas only. Motor vehicles are subject to the provisions of Township Ordinances. Parking shall be in designated areas only – no parking in the roadway. Cars and/or trucks unloading picnic

supplies are not allowed on the grass, concrete aprons or sidewalks of the pavilion or shelters. Vehicles can be towed for non-compliance.

HANDICAPPED PARKING LAWS ENFORCED

All designated handicapped parking areas shall be reserved for vehicles with authorized, state issued handicap permits.

ADDITIONAL PARKING REQUIRED

If parking requirements for your group exceed the parking available at your reserved shelter or pavilion, overflow parking may be available in the parking area provided near the baseball diamonds.

**17. SIGNS**

No signs are allowed except temporary signs identifying a group location under a permit. Please refer to Rule No. 14 and 15.

**18. EQUIPMENT/GRASS AREA ACTIVITIES**

Badminton, bocce ball, "catch", Frisbee and volleyball are just a few of the many activities allowed in the grass areas of the Park. No equipment is available for use. **Horseshoes are not allowed.** Please see the Park staff for any proposed lawn game not listed above. Please check with Park staff for areas to set up volleyball and badminton nets.

**19. FISHING POND**

Fishing in the pond is allowable but normal state fishing laws prevail. Contact the Michigan Department of Resources for the fishing license requirements. Please try to limit catch of trout and bass to two (2) per fishing person or family. Remember, "Catch and Release" will help extend this important recreation resource. Ice fishing is strictly prohibited.

**20. FIRES/GRILLS**

There shall be no fires except in self-contained grills, stoves or containers specifically designed for such. Cooking under the roof of the either pavilion of any shelter is strictly forbidden. **Shelter 1 and the Pavilion have two (2) "Super Grills" in the immediate area of the site which are four (4) feet wide. Shelter 2 and the Lake Pointe Shelter each have a three (3) compartment grill. Deep frying is strictly prohibited.**

Please note that pouring water onto the grills is prohibited. Violators may be subject to forfeiture of access to park reservations and/or ejection.

**21. NO SMOKING**

The Center for Disease Control and Prevention states that second hand smoke is detrimental to health<sup>11</sup>. Furthermore, cigarettes, once consumed in public spaces, are often discarded on the ground requiring additional maintenance expenses, diminish the beauty of the Township's recreation facilities and pose a risk to toddlers due to ingestion; therefore, smoking is prohibited in all Plymouth Township Parks.

**22. PAVILION FIREPLACE**

The pavilion fireplace is available for use; however, wood is not provided. Fires must be completely extinguished before you leave. Water may be used to extinguish fires in the fireplace.

---

<sup>11</sup> "Health Effects of Secondhand Smoke." *Centers for Disease Control and Prevention*. Centers for Disease Control and Prevention, 05 Mar. 2014. Web. 18 Sept. 2014.  
[http://www.cdc.gov/tobacco/data\\_statistics/fact\\_sheets/secondhand\\_smoke/health\\_effects/](http://www.cdc.gov/tobacco/data_statistics/fact_sheets/secondhand_smoke/health_effects/).

### **23. ELECTRICITY**

Electricity is available at each of the structures in the parks. Outlets are located in the walls at the shelters and the pavilion. There is an additional outlet near Shelter #1 that is approximately fifteen (15) feet from the structure.

### **24. BASEBALL DIAMONDS**

The baseball diamonds are available on a first-come, first-served basis except when they are utilized by junior baseball leagues. These leagues utilize the fields from early April – July and from Mid-August – October. During these months, the fields are open to Park patrons Monday – Friday from Park opening until 3:00 pm, and they are available Saturdays (*after* the end of Little League Season) from 2:00 pm to Park closing and Sundays from Park opening until Park closing **UNLESS** the junior baseball leagues have scheduled make-up games. In the case of make-up games, the fields will be available from 2:00 pm until park closing. The Park may also host Baseball Tournaments that are played on selected weekends.

### **25. CANOPY TENTS**

Canopy tents (10'x10') are allowed on a restricted basis. Please speak with a member of the park staff before erecting a canopy tent.

### **26. SPRAYSCAPE**

The SprayScape is open to all park patrons from the Saturday of Memorial Day weekend through Labor Day. Daily operating hours for the SprayScape are from 10:00 am – 7:30 pm. SprayScape Rules and Regulations and posted at the SprayScape and designed to ensure the safety of all citizens using the park.

SprayScape Rules and Regulations

1. SprayScape is an unsupervised area. Adult supervision is recommended.
2. Footwear is recommended.
3. Climbing on the structures is strictly prohibited.
4. NO skateboards, in-line skates or bicycles are allowed in spray area.
5. NO glass in this area for your safety and the safety of others.

### **27. SLED HILL**

Sled hill is open during normal park hours.

Sled Hill Rules and Regulations

1. Sled Hill is an unsupervised area. Adult supervision is recommended.
2. Creation of ramps or jumps is prohibited.
3. NO glass in this area for your safety and the safety of others.

### **28. BUS POLICY**

No buses shall be permitted within any park of the Township unless approval by the Township Supervisor has been granted. A written request for approval by the Township Supervisor must be submitted a minimum of two (2) weeks in advance. When considering a request the Township Supervisor shall take into consideration the primary intended use of the passengers of said bus, the other uses at the time requested, and how said approval may negatively impact the capacity of the park or its individual facilities.

**29. DRONES AND OTHER MOTORIZED AERIAL DEVICES**

To ensure the safety of park patrons, the flight of drones or any other motorized aerial device, e.g. model planes or helicopters is strictly prohibited.

**30. EXEMPTIONS FOR TOWNSHIP SPONSORED EVENTS**

Any or all of the above rules may be waived at the discretion of the Township Supervisor or his designee for events sponsored by the Charter Township of Plymouth.