PARKS RULES & REGULATIONS

- Parks are open dawn till dusk, unless otherwise posted
- Use of Town facilities/fields is at your own risk
- Use Park Amenities for their intended purpose only
- All vehicles must remain on designated roads and parking lots
- No vehicles on Rec. Paths
- No overnight parking or camping in parks or in parking lots
- Dispose of all trash and recycling in proper bins
- Carry Out what you Carry In- Large amounts of trash/recycling must be taken out with you
- No Dumping in and around park lands
- Pet owners are required to pick up and dispose of pet waste
- Be Respectful of Wildlife, Plants, Trees, and Natural Objects
- No Graffiti or possession of graffiti implements
- Alcoholic beverages, illegal drugs, firearms, weapons, and illegal activity is prohibited
- **A Field/Facility Use Permit is required of all organized groups or organizations that want to have priority use a field/facility**
- **No organized programs, camps, practices, or fee-based lessons are to be conducted without permission and a permit**
- All fields, courts and amenities close the last week of October, prior to Halloween
- Be Courteous to others
- Report any illegal activity or damage of property to the Police Department- 802-878-6611

FACILITIES RULES & REGULATIONS

- Park amenities must be returned to their original state, as they were when the group arrived. If equipment, goals, benches, bleachers, and/or other amenities are moved, they are to be returned to their original location.
- Anchored Goals- Removing anchors could cause serious injury or even death and is strictly prohibited and will result in the cancellation of a permit.
- Goals with Sandbags- Non-anchored goals must always be secured by sandbags. Not doing so could cause serious injury or death and will result in the cancellation of a permit.
- No paint or spray paint is to be used on fields, grass areas, or Rec. Path. Chalk or chalk paint is acceptable
- Users must use only the provided restroom facilities.
- Receptacles in the parks are for everyday users of the parks. Carry Out what you Carry In.
- No group shall conduct activities that require undue additional work for the Parks Staff. This includes wear and tear on turf, equipment, and/or other amenities. Permit holders will be charged for any expenses accrued after their activity.
- Parking or driving is prohibited on all grass areas, fields, courts, and the Recreation Path. All motor vehicles must remain on roads or in parking lots maintained for vehicular traffic. The speed limit in all parks is five (5) M.P.H.
- All activities must be halted or canceled if the conditions of the field or court are deemed 'unplayable' by a reasonable person. This would include but is not limited to; an ongoing and active weather event, ANY standing water on the field of play, and drought conditions causing dry and brittle turf.
- No user may use amplified sound or additional lighting unless special permission is granted by the Williston Recreation and Parks Department.
- No tickets are to be sold, admission fees charged, concessions allowed, or any money-raising methods used without the express written permission of the Williston Recreation and Parks Department.
- The owner of every type of animal shall be responsible for the removal of any excreta deposited by their animal(s) on fields, courts, and amenities of the Department.

EVENT RULES & REGULATIONS

- Users must use only the provided restroom facilities.
- Receptacles in the parks are for everyday users of the parks. Carry Out what you Carry In.
- No group shall conduct activities that require undue additional work for the Parks Staff. This includes wear and tear on turf, equipment, and/or other amenities. Permit holders will be charged for any expenses accrued after their event.
- Parking or driving is prohibited on all grass areas, fields, courts, and the Recreation Path. All motor vehicles must remain on roads or in parking lots maintained for vehicular traffic. The speed limit in all parks is five (5) M.P.H.
- All events must be halted or canceled if the conditions are deemed 'unsafe' by a reasonable person. This would include but is not limited to; an ongoing and active weather event, ANY standing water on fields, and drought conditions causing dry and brittle turf.
- No user may use amplified sound or additional lighting unless special permission is granted by the Williston Recreation and Parks Department.
- No tickets are to be sold, admission fees charged, concessions allowed, or any money-raising methods used without the express written permission of the Williston Recreation and Parks Department.
- The owner of every type of animal shall be responsible for the removal of any excreta deposited by their animal(s) on fields, courts, and amenities of the Department.

Vendors:

- **Permit holder is required to obtain a Vendor Form and Certificate of Insurance from all vendors that will be on site during their event. Vendor Forms are available from the Department.**
- **The Vendor Form and COI for each vendor must be returned to the Recreation Dept. for approval, a week before the event.**

Tents:

- **Permit holder is required to obtain a permit from the State of VT if erecting a tent or tents that equal or exceed 1,200 sq ft.**

Portable Restrooms:

Are required at the expense of the user group of 100 or more people or for a tournament/jamboree or event type activity.

- Groups will supply their own Portable Restrooms and have them removed.
- Park Restrooms must be inspected after an event by the permit holder.
- Any damage that requires repairs or extra cleaning of restrooms will be charged to the permit holder.
- Permit holder is required to notify the Department of any damage, cleaning or restocking that is needed.

Trash Removal:

Is required at the expense of the user group of 100 or more people or for a tournament/jamboree or event-type activity.

- Groups will supply trash removal; extra bins, dumpsters, and hauling away trash.
- All trash and recycling must be disposed of in the bins or dumpsters that the permit holder obtained for their event.
- All trash and recycling bins in the park must be emptied by the permit holder after their event.
- See below the Chittenden Solid Waste District (CSWD) requirements for Waste Management.

Waste Collection, Management, and Disposal

Williston requires compliance with the CSWD's Solid Waste Management Ordinance as a condition of use.

<u>Requirements of this Ordinance include:</u>

- Trash, recycling, and composting receptacles for use by event attendees and staff must be provided in equal numbers and must be placed as close to each other as possible for equally convenient access.
- All containers for trash, recyclables, and compostables are required to meet CSWD's color and labeling requirements.
- Mandatory recyclables and food scraps must be collected in separate bins and kept separately from any trash bins.
    - They must be free from contamination while awaiting pickup or delivery to the appropriate facility.
- Plastic bags must not be put in bins or dumpsters that collect recyclable or compostable materials.
- If recyclables are collected in bags, the bags must be emptied into the recycled dumpster.
- Compostable materials can be collected and transported in bags that are clearly labeled as CERTIFIED COMPOSTABLE. Bags labeled "degradable" or any version of that are not acceptable and must be emptied into the dumpster.
- The Permit Holder is responsible for ensuring compliance by all staff, volunteers, performers, vendors, guests, and other visitors to the property. CSWD offers technical assistance and other resources at no cost to help you understand and fulfill these requirements. Visit cswd.net or call 802- 872-8111 for assistance.

The Permit Holder is responsible for ensuring compliance by all staff, volunteers, performers, vendors, guests, and other visitors to the property. CSWD offers technical assistance and other resources at no cost to help you understand and fulfill these requirements. Visit cswd.net or call 802- 872-8111 for assistance.

PAVILION RULES & REGULATIONS

- Reservations begin no earlier than 8:00 am. Pavilion reservations must be concluded by dusk, if not scheduled to end earlier.
- Pavilion reservations may not exceed 100 people. The pavilions can hold 60 people. The picnic tables inside the pavilion can seat approximately 60 people with 6 spots for accessibility.
- Parking is only allowed in the parking lot. There is No parking next to the pavilion.
- The user may bring in portable tables to use during a reservation. All tables brought in must be removed after the rental.
- The User must always have their pavilion permit on the day of your reservation. His gives you priority use.
- Decorations are allowed to be set up at the beginning of a reservation time and must be removed entirely at its completion. This is to include anything fastened, tied, and taped to the pavilion structure and tables. If any decorations, strings, or ribbons remain after the reservation, a cleaning fee will be fined to the User. Only- Painters Tape can be used to tape anything up.
- Charcoal grills are available at the pavilion. You must bring your own charcoal.
- Propane gas grills are allowed to be brought for barbeque use. Open fires are prohibited
- No alcohol allowed
- Amplified music is allowed at a volume not to be heard beyond the pavilion boundaries. Music is to be appropriate for a public setting (i.e. no profanity or suggestive lyrics, etc.). DJs, amplified instruments, and live bands are not allowed.
- Any person bringing a domestic pet within park boundaries shall keep the pet on a physical leash, or under the immediate personal supervision and control of the owner. Domestic pets on any recreation path must be leashed. All pet waste must be picked up and disposed of properly.
- A pavilion reservation secures the use of the pavilion. Anything outside of the pavilion is open to the public.
- Pavilion picnic tables must remain inside the pavilion
- Inflatables and trampolines are prohibited.
- If fields are needed, you must request those on the permit application and are available for an additional fee.
- Signs are not allowed to be erected.

Portable Restrooms:

Are required at the expense of the user group of 100 or more people or for a tournament/jamboree or event type activity.

- Groups will supply their own Portable Restrooms and have them removed.
- Park Restrooms must be inspected after an event by the permit holder.
- Any damage that requires repairs or extra cleaning of restrooms will be charged to the permit holder.
- Permit holder is required to notify the Department of any damage, cleaning or restocking that is needed.

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- All trash and recycling bins in the park must be emptied by the permit holder after their event.
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    - They must be free from contamination while awaiting pickup or delivery to the appropriate facility.
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The Permit Holder is responsible for ensuring compliance by all staff, volunteers, performers, vendors, guests, and other visitors to the property. CSWD offers technical assistance and other resources at no cost to help you understand and fulfill these requirements. Visit cswd.net or call 802- 872-8111 for assistance.

R.E.C Zone Facility Rules & Regulations

The following are the Rules and Regulations for the rental of The R.E.C. Zone Facility operated by Williston Recreation & Parks.

Rental Fees:

- The Rental Fee for the R.E.C. Zone is $20 per hour.
- 15 minutes will be added before and after your scheduled time for setting up and cleaning at $10 for the half-hour.

Rules & Regulations:

- Building capacity is 40 people for rentals.
- Ensure everyone in your group knows and understands the emergency procedures and exits.
- No wet footwear shall be worn while in the building or onto the floor space.
- All outwear is to be hung up and footwear shall be left on runners.
- No candles or flames can be used in or on the facility/property.
- No tacks, nails, or staples shall be used on the walls or woodwork of the building.
- For hanging items on walls, only Painters Tape can be used.
- Gambling of any kind is not permitted
- The facility must be returned to its original state, as it was when the group arrived.
- All chairs and tables used must be picked up and stored after use.
- All items you bring must be removed when you leave. Pack In, Pack Out
- All trash and recycling must be picked up and placed in the proper receptacle.
- All trash and recycling bins must be emptied and waste removed by the permit holder at their expense.
- Ensure that all the following before leaving:
    - Secure and lock the REC Zone door and the outside door to the building
    - Set the thermostat to 65 degrees
    - Secure Restroom- be sure the water is off, and lights are out
    - Turn off all interior lights in the REC Zone
    - Return the key to the Recreation Department
- The Department will provide a checklist for closing procedures.

Alcohol and Tobacco Use:

- The facility is Smoke Free. The sale, possession, consumption, and use of tobacco, marijuana, and illegal drugs are forbidden on or in the facility/property.
- The facility is Alcohol Free. The sale, possession, consumption, and use of alcohol is forbidden on or in the facility/property.

Lost & Found:

- Items will be collected by the Department, and the permit holder will be notified.
- It is the responsibility of the permit holder to notify their members or pick up the items.
- Items will be held by the Department for one month after the rental and then donated to a local charity.

Damages:

- Any permitted individual, organized group, business, or organization found to be destructive, loud, or leaving the building in improper condition after its use may be denied future use of the building.
- A walk-through of the facility will be performed by a Town employee(s) before and after the rental period. Costs to replace/repair any damage or loss that occurred during the rental will be the liability of the permit holder.