

Dearborn Recreation & Parks Department

PICNIC PERMITS

(CROWLEY – FORD FIELD – FORD WOODS – HEMLOCK - LEVAGOOD)

2023 Rates* & General Information

RESERVATIONS ARE ACCEPTED BEGINNING FEBRUARY 6, 2023

	<u>RESIDENT RATES</u>		<u>NON-RESIDENT RATES</u>	
	<u>Fee</u>	<u>Deposit</u>	<u>Fee</u>	<u>Deposit</u>
Groups up to 50	\$80		\$185	
Groups of 51 – 100	\$105		\$235	
Groups of 101 – 150	\$210		\$315	
Groups of 151 – 200	\$235		\$340	
Groups above 200*	\$TBD	\$TBD	\$TBD	\$TBD

A clean-up deposit will be required for all groups of 200 or more people.

AVAILABLE FOR RENT FROM 8 a.m. TO 10 p.m.

***Rates are subject to change.**

RULES AND POLICIES

1. Picnic permits are required for use of designated picnic areas for groups of 20 or more. Permits ensure use of a specific picnic area for a designated period of time. **All fees are due at the time of reservation.** In case of cancellation less than 30 days prior to usage, the rental fee will be forfeited. Cancellation beyond 30 days will involve a service charge of \$10. Rental fees will not be refunded due to inclement weather. You will have the option of rescheduling your event date; however, it is dependent upon site availability. To reschedule an event, you must bring your original permit to the Recreation & Parks Department within five business days of your original reservation date. Upon the final inspection of the picnic site by the Park Staff, and if the site is left in order as described below, the deposit payment will be refunded in full and mailed to the permit holder within 4-6 weeks of the reservation date. **In the event that a picnic area is used by a group of 20 or more without securing a reservation permit in advance, the fee will be doubled and collected on-site. Failure to make payment will result in immediate eviction from the park.**
2. **GRILLS** using propane are permitted for use in the designated picnic areas. Please follow all safety rules in transporting and lighting propane grills. Used propane tanks are not to be disposed of at the park (Ref. City of Dearborn Littering Ordinance #14-83). Hot ash from charcoal grills must be emptied in the “Hot Ash Bins” provided at the designated picnic sites. **Do not dump hot ash on the ground or near the base of trees.** Failure to use the “Hot Ash Bins” will result in a citation and prosecution for littering.
3. **PARKING** - No person shall operate or park a vehicle in a park except in designated areas set aside for such vehicles, unless directed by a law enforcement officer or Recreation & Parks Department employee to do so.
4. **PICNIC TABLES** will normally seat 75% of the people authorized for each site. Picnic tables cannot be moved from one picnic area to another. Violation of this policy will result in the forfeiture of the clean-up deposit or additional fees being assessed, as well as, possible eviction from the park.
5. **DAMAGE AND CLEAN-UP AGREEMENT** – The permit applicant is responsible for the placement of trash and debris of said area in designated receptacles (Ord. No. 85-330). The permit holder also agrees to pay the City of Dearborn for the loss of or damage to any property caused by said group at said park (Ord. No. 85-330). **Please note that the clean-up deposit will be forfeited, or additional fees assessed, if the group size is greater than what is designated on the signed permit agreement. In addition, any group violating the park rules and park agreements may be issued a citation, and/or evicted from the park premises and will forfeit all fees paid.**
6. **GROUPS ABOVE 200** - A special request form must be submitted indicating the date, time and size of the proposed picnic. The picnic permit fee and clean-up deposit amount will be determined by the number of picnic areas occupied, rubbish concerns, size of the group, and whether or not any additional labor is required by the Recreation & Parks and/or Public Works Departments.
7. **RESIDENT** - Resident picnic permit rates apply to all resident family, church and neighborhood groups and to Dearborn-based business or organizational groups. **A refundable clean-up deposit may be required at the time of reservation.** Classes of school-age children DO NOT pay a rental fee for weekday usage 8 a.m. to 5 p.m.; however, a permit must be obtained from the Recreation & Parks Department.
8. **SCHOOL RENTALS**- Dearborn Public School rentals must be processed through the DPS representative. Please call your school administration for more information. All Private/Charter Schools should contact Jonathon Golich at Jgolich@dearborn.gov.
9. **NON-RESIDENT** – Non-resident picnic permit rates apply to all non-resident family, church, school and neighborhood groups as well as, non-Dearborn-based businesses, service clubs and organizations, whether or

not a resident sponsors them. **A refundable clean-up deposit may be required at the time of reservation.**

10. **MISCELLANEOUS** - Any miscellaneous request, such as the use of a large tent, moonwalk, inflatables, amplified sound, live band, DJ or dunk-tank in a picnic area, must be submitted in writing to the Director of Recreation & Parks at least 30 days prior to the event date, and shall be used at the applicant's own risk. The use of a petting zoo/pony rides are only permitted at the Ford Field North Shelter, Hemlock Shelter and Camp Dearborn (additional fees and restrictions apply), **only upon approval from the Director of Recreation & Parks** and shall be used at the applicant's own risk. **There is an additional fee of \$50 for the use of an inflatable, moonwalk or dunk tank.** Additional fees may be assessed for electrical and water hook-ups.
11. The use of amplified sound or music, live bands and/or a DJ **will require the payment of a \$250 amplified sound deposit**, which will be returned only if the sound ordinance is adhered to. **Noise Ordinance, Section 13** of the Dearborn City Code is enforced by the Dearborn Police Department. **Failure to adhere to the ordinance may result in a forfeiture of the amplified sound deposit, and in cancellation of the event.**
12. Must adhere to the City solicitation policy Section 14-12, failure to do so can result in the loss of deposit and/or citation.
13. **SWIMMING POOLS** - Picnic permits **do not** authorize the use of city swimming pools. Season passes and daily entry fees are available for **residents** (with proper ID) and **non-residents**. Refunds are not given for inclement weather or pool closures. Dunworth pool will be closed from Friday, June 16th through Sunday, June 18th due to the annual USS Swim Meet.
14. The permit applicant is legally and financially responsible for the damage to or loss of any City property, and must remain on the premises at all times during the scheduled reservation hours. The applicant must appear in person **with the original picnic permit** to make any reservation changes or alterations (date, time, area changes etc.). Nothing will be held or changed over the phone - **NO EXCEPTIONS.**

The following is only a partial listing of pool rules. Please read the complete list of pool rules prior to your picnic and make this information available to all of your guests.

- 1) Only those dressed in proper swimming attire (per the City's Pool Apparel Policy) will be allowed into the pool area. Clothes and shoes will be allowed in designated areas.
- 2) No food or drink in the pool area.
- 3) Floatation devices, scuba and snorkel (over the nose mask) gear are not allowed.
- 4) Only swim diapers or diapers combined with rubber pants (must have elastic completely around legs and waist) are allowed in pool area.
- 5) Anyone exhibiting dangerous, inappropriate, obnoxious or intoxicated behavior or using vulgar or abusive language will not be allowed to enter, and will be asked to leave the pool area.
- 6) Smoking or chewing tobacco is not allowed in or around the pool area.
- 7) Showers are required for all those entering the pool area.
- 8) No refunds due to changing weather conditions or failure to read pool rules. Lockers are available at Dunworth Pool and Ford Woods pool.
- 9) A parent or guardian (over the age of 16 years) must accompany children 9 yrs. of age and under.
- 10) Please review all rules posted at the front of the pool.

SOFTBALL/BASEBALL DIAMOND PERMITS - Beginning May 1 (depending on field conditions) picnic permit holders may apply for a softball/baseball field permit, allowing them sole use of a particular diamond during their picnic, by submitting a Softball/Baseball Field Permit Request Form. The Sports Division Office will issue permits on a priority-of-use basis. Some baseball/softball diamonds will not be available at certain times. Permits are available free of charge to Dearborn Recreation & Parks Department sponsored programs and Dearborn Public Schools athletic programs. For all other groups, the diamond permit fee is \$80/hour-with a two-hour minimum and a four-hour maximum. **Permit requests can be submitted to Jonathon Golich via e-mail at jgolich@dearborn.gov. Please include date, time, location requested, your e-mail address and phone number.**

1. The applicant agrees to pay the City of Dearborn for any damage to property caused by his/her group at the PICNIC AREA and further agrees to pay the City a sum not to exceed the deposit (if applicable) if the PICNIC AREA is not left clean. Applicant also agrees that any cleanup and/or damage charges estimated by the Recreation & Parks Department shall be final.
2. Upon final inspection of the PICNIC AREA by the Park Attendant, if the PICNIC AREA is left clean and undamaged as described above, the deposit amount (if applicable) will be refunded by check in the mail to the designee within 4-6 weeks of the reservation date.
3. ***Release and Hold Harmless Agreement:*** *The applicant agrees to RELEASE AND FOREVER DISCHARGE the City of Dearborn, a municipal corporation, and its officers, employees, and agents, from any and all claims, liabilities, or lawsuits, including legal costs and attorney fees, resulting from his/her use of the picnic area, including the acts or omissions of his/her guests and/or invitees. The applicant hereby agrees to DEFEND, INDEMNIFY, AND HOLD HARMLESS the City of Dearborn, its officers, agents, departments, elected and appointed officials, volunteers, and employees from and against any and all claims and causes of action of any kind arising out of or in connection with his/her use of the picnic area, including the acts or omissions of his/her guests and/or invitees.*

For additional information, call (313) 943-2355