



LaGrange Community Park

355 South Center St. LaGrange, Ohio 44050

LaGrange Community Park Usage Application for (usage permit)

(a) *Required.* A Permit shall be obtained from the Park Board or authorized representative before participating in any special use or activity in a park. A list of such uses and activities shall be kept on file in the office of the parks and recreation department.

(b) *Application.* A person seeking issuance of a permit hereunder shall file an application with the appropriate director. The application shall state:

- (1) The name and address of the applicant.
- (2) The name and address of the person sponsoring the activity, if any.
- (3) The day and hours for which the permit is desired.
- (4) The park or portion thereof for which such permit is desired.
- (5) An estimate of the anticipated attendance.
- (6) Any other information which the director shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.
- (7) Release agreement is signed and dated.

(c) *Standards for issuance.* The Park Board or authorized representative shall issue a permit hereunder when he finds:

- (1) That the proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of the park.
- (2) That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.
- (3) That the proposed activity or use is not reasonable anticipated to incite violence, crime or disorderly conduct.
- (4) That the proposed activity will not entail unusual, extraordinary or burdensome expense or police operation by city.
- (5) That the facilities desired have not been reserved for other use at the day and hour required in the application.

(d) *Appeal.* Within five (5) days after receipt of an application, the Park Board shall apprise an applicant, in writing, of his reasons for refusing a permit, and any aggrieved person shall have the right of appeal, in writing, within five (5) days to the Park Board, who shall consider the application under the standards set forth in subsection (c) hereof, and sustain or overrule the authorized representative decision within five (5) days. The decision of the Park Board shall be final.

(e) *Liability of permittee.* The person to whom a permit is issued shall be liable for any applicable ordinances as fully as though the same were inserted in said permits.

(f) *Revocation.* The Park Board or authorized representative shall have the authority to revoke a permit upon a finding violation of any rule or ordinance, or upon good cause shown.

PARK USE AND EVENT REQUEST FORM

LaGrange Community Park
PO Box 397
LaGrange, Ohio 44050

MAIL FORM TO THE ABOVE LOCATION APPLICANT INFORMATION

(Please Print All Information)

Organization: _____

Name: _____

Address: _____

City: _____

Zip: _____

Day Phone: _____

Evening Phone: _____

FAX: _____

EVENT INFORMATION

(Please Attach Game and Practice Schedule)

Fields or Area Requested: _____

Type of Event(s): _____

Estimated Attendance: _____

Start Time: _____

Date(s): _____

Set-Up Time: _____

End Time: _____

REQUIREMENTS (Additional Fees Beyond Special Event or Park Rental Fees May Apply)

Please note which if any of the following amenities you will require:

Pavilion _____

Porta Johns _____

Electricity _____

Water _____

Waste Collection _____

\$100.00 each

X _____ = _____ Where Available

\$ 50.00 Trash Receptacle & tipping fee.

If any above checked, please describe your SPECIFIC needs

Will the public be charged an admission fee to your event? Yes _____

No _____

Special Event (\$150.00 / per day): _____

(for events that are open and free to the public)

Park Rental (\$150.00 per day): _____

(for events that close the park or charge an admission fees)

Please note which if any additional equipment, tents, canopies, etc. that will you place on park property during requested event and specify the quantity and location.

Applicant hereby agrees to be responsible for repairing any damage / loss to the park or equipment which may arise from the above mentioned of negligence on the part of said individual or organization, or the acts of any of its employees, agents, or anyone visiting the event upon the express invitation of said applicant. Applicant further agrees to adhere to all park rules which have been adopted by the LaGrange Community Park Board.

Applicant's Signature: _____

Date: _____

*NOTE: Fees must be paid two (2) weeks prior to reservation to guarantee use. **FEES ARE NON-REFUNDABLE**

- LaGrange Community Park Board Use Only

Contract #: _____ Total Amount Due: _____ Date Balance Paid: _____

All requests for events for profit and events must be approved by the LaGrange Community Park Board.

Park Board Chairman/Designee: _____ Date: _____



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ATHLETIC FIELD RULES

1. Hitting, throwing or kicking balls into fences is prohibited.
2. Golfing, motorized vehicles are not allowed on fields.
3. Play on fields is prohibited during wet or inclement weather.
4. Field maintenance is prohibited without prior approval from the Park Board or Authorized representative.
5. Deposit trash in trash receptacles.
6. Climbing on fences, backstops and goals is prohibited.
7. Competitive recreation - baseball, softball, football, soccer and other active competitive sports -- is allowed only on the Park Authority's facilities designated specifically for that type of activity and only during regular park operating hours.
8. The scheduling of organized sport groups and the issuance of permits to those groups shall be in accord with guidelines provided by the LaGrange Community Park, the Park Board and authorized representative. Permit holders shall have first rights for the use of the fields to which they have been assigned. A field not being utilized by a permit holder may be used by others, including the "walk-on" public.
9. Field closings for maintenance, safety or other reasons deemed appropriate for the management and protection of property shall be at the discretion of the Park Authority.
10. For patron safety, only players, coaches, umpires and referees are allowed on athletic fields. All spectators and others are to remain at least 15 feet from the boundary of the field, or outside a perimeter fence.
11. No pets allowed in fenced in ball diamonds.

GENERAL RULES

1. Saws, Shovels and Other Tools - No person shall carry or use hand saws, chain saws, axes, shovels, drills, wheelbarrows, or other tools which may cause damage to or aid in the removal of park property without the express written permission of the Park Authority.
2. Playgrounds - Patrons must use age-appropriate playground equipment.
3. Deposit trash in trash receptacles.
4. Alcoholic beverages are not permitted on park grounds.
5. Private Property - Patrons must remove all private property from park land when they leave a park and must not leave private property unattended or store any items on park land without the express written permission of the Park Authority. Any items left on park land are subject to confiscation and disposal by Park Authority staff.
6. Organized athletic activities are restricted to designated athletic fields only.
7. The use of firearms, air guns, pellet or B.B. guns, bow and arrows or projectile devices capable of inflicting personal injury is prohibited.
8. No person may light, build, or maintain a fire in the park, except in park supplied grills, or as authorized by the Park Board or authorized representative.
9. No hunting
10. No fireworks or explosives can be set off, sold or distributed except with permission from the Park Board or authorized representative.



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ICE SKATING RULES

1. Skates must be worn to enter the ice surface.
2. Children 10 and under must be accompanied by someone 16 years or older.
3. Announcements must be adhered to at all times by skaters.
4. No racing or speed skating is allowed during public sessions.
5. Skating across traffic or cutting in front of other skaters is prohibited.
6. Eating or drinking is not permitted on the ice surface.
7. Jumps and spins will be confined to center ice. Jumps are not permitted during busy public sessions.
8. Beginner skaters should skate along the side.
9. No more than two skaters may join hands while skating. Chain skating is not permitted.
10. Carrying people or articles on the ice is not allowed.
11. No ice skating (ice skating only in designated area)

POND RULES

1. Swimming is prohibited in all ponds and streams.
2. No boats allowed on pond or streams.
3. Fishing allowed in ponds during regular park hours.
4. Children under 14 must be accompanied by an adult while fishing.
5. No ice fishing

PICNIC AND SHELTER RULES

1. An approved usage permit must be available during the event. Permits are issued upon completion, fee and approval of a usage application.
2. An approved usage permit reserves only that portion of the park indicated on the "Specific Area Requested" section of the permit.
3. Non-reserved facilities are available on a first-come, first-serve basis. The non-reserved areas of the park remain open for use by the general public.
4. The reserved facility is subject to inspection at any time by authorized Park Authority representative to assure compliance with applicable Park Authority Regulations and Rules.
5. Amplified sound systems and DJs are prohibited without written permission of the Park Board.
6. Possession or consumption of alcoholic beverages is prohibited.
7. All trash must be bagged and removed from the park or bagged and placed in trash receptacles.
8. The removal of tables and grills from rental areas is prohibited.
9. Site must be vacated by time specified on permit but not later than dusk unless otherwise stated on the permit.
10. All decorations and signage must receive prior approval by the site or area manager.
11. The use of tape, glue, nails, tacks, screws, staples, or other fasteners that may scratch or otherwise damage surfaces of picnic shelters are prohibited. Paint, tacks, screws, nails, or other fasteners are not allowed on trees. Paint and chalk marks are not allowed on sidewalks or other surfaces.

12. Patrons should leave rental areas in clean and orderly condition. Failure to comply may result in the permit holder being billed for any additional cost for repairs or replacement of damaged items or cleanup required.
13. Permit fees (if applicable) are not refundable unless authorized by the Park Board.
14. The size of the rental group may not exceed the maximum capacity for the rental area(s) as stated on the usage permit. If the capacity is exceeded, the group may face immediate revocation of the permit.
15. The following activities require the express written approval of the Park Board or authorized representative:
 - a. Operation of special amusements such as carnival rides, pony rides, dunk tanks, etc.
 - b. Conducting camps, fairs, exhibitions, rallies, races, walks, athletic league games or practices, and other organized events.
 - c. Construction of tents, canopies, inflatable amusements, or other temporary structures
 - d. Sale of food, beverages, other goods or services.
 - e. Charging of fees for any activities or services.
16. Vehicles must park in designated paved and gravel parking areas only, and are prohibited from parking on the grass.
17. Permits will only be issued to an adult who will be responsible for the supervision of the entire event, damage to park property, and injuries to any party which are the direct result of inadequate supervision or carelessness.
18. Violation of any rule or condition of the permit is cause for immediate revocation of the permit, loss of permit privileges.
19. If there is someone occupying your rental space, present the contract to them and ask them to vacate. If you need further assistance at staffed sites, please contact the LaGrange Police Non-Emergency Number: (440) 355-4469.

TRAIL RULES

1. Park trails are open to all forms of non-motorized transportation.
2. Pedestrians have the right-of-way on trails unless otherwise posted.
3. Bicycles, in-line skaters and other "wheeled" travelers are not permitted on trails.
4. Assemblies of more than 25 persons and competitions on trails require the express written permission of the Park Authority.
5. Trail users must stay on existing designated trails.
6. Avoid single-tracks when raining or muddy; traffic on wet trails causes damage.
7. Do not disturb vegetation or wildlife.
8. Trails and parks close at dark.
9. Call 911 in an emergency.



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Park Rules:

- Park hours are from sunrise to sunset.
- No motorized vehicles are permitted on trails.
- Pedestrians have the right of way on trails.
- Share the trail courteously. Stay on existing designated trails.
- Picnic shelter is for the community and is to be shared.
- Alcoholic beverages and drug use are prohibited.
- No littering or dumping.
- Pets must be on a leash while in the Park.
- Pick up after your pets.
- No Swimming.
- Cutting, picking or destruction of plant life or property is prohibited.
- No horse back riding allowed
- In an emergency, call 911.
- Website for updated Park Rules @@@@