



2024 ADAMS TOWNSHIP COMMUNITY PARK PAVILION APPLICATION

PERMIT HOLDER NAME:	_____
ORGANIZATION NAME (IF NEEDED):	_____
EVENT TYPE (Birthday party, Reunion, etc.):	_____
ADDRESS:	_____
PHONE NUMBER:	_____ EMAIL: _____
RENTAL DATE:	_____ TIME (Start/End): _____ / _____

PLEASE CHECK PAVILION REQUESTED:		
<i>*All Pavilions Seat 100 guests</i>		
<input type="checkbox"/>	War Memorial Pavilion	(Available April Through October)
<input type="checkbox"/>	Township Pavilion	(Available April Through October)
<input type="checkbox"/>	Rotary Pavilion	(Available April Through October)
<input type="checkbox"/>	Mars Bank Pavilion	(Available in September Only)
<input type="checkbox"/>	Veterans Pavilion	(Available in September and October Only)
ADAMS TOWNSHIP PAVILION RENTAL RATES:		
Adams Township Resident Rate:	\$150 Daily Rental	<input type="checkbox"/>
Non-Resident Rate:	\$225 Daily Rental	<input type="checkbox"/>
Adams Township HOA Rate: (Monday-Thursday)	\$50 2-hour Rental	<input type="checkbox"/>
ADDITIONAL RENTAL FEE:		
Adams Township Alcohol Permit	\$50 Daily Rental	<input type="checkbox"/>
<i>* All rentals requesting alcohol must submit for a Municipal Alcohol Permit</i>		
<i>*Proof of current Adams Township residency is required by permit holder at time of payment</i>		

FEE RECEIVED: _____

Amount	Date	Check Number
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I hereby acknowledge receipt of a copy of Adams Township Resolution NO. 2017-02 containing the Rules & Regulations for the preservation of Adams Township Property and agree to comply with those rules and acknowledge that use of these facilities is AT OUR OWN RISK.

I understand that the permit holder is responsible for any damage done to the facility while this permit is in effect. The permit holder will be billed for the cost to staff, repair, or fix significant damage to the facility by Township staff. The permit holder is responsible for proper cleanup of the rented facility. The pavilion must be locked, and the key returned to the lock box. All tables returned to their original location, all trash is placed in the provided dumpster and no damage to the shelter or surrounding area.

Permit Holder Name _____ Date _____

TOWNSHIP SIGNATURE: _____ DATE: _____

ADAMS TOWNSHIP COMMUNITY PARK MUNICIPAL ALCOHOL PERMIT

(FOR POSSESSION AND CONSUMPTION OF ALCOHOLIC BEVERAGES)

NAME/ORGANIZATION:		
PAVILION NAME:		
DATE OF EVENT:	TIME OF EVENT: FROM:	TO:
CONTACT PERSON: _____		
EMAIL: _____		
ADDRESS: _____ _____		
PHONE NUMBER:		
FEE RECEIVED _____		
Amount	Date	Check Number
TOWNSHIP SIGNATURE _____ DATE _____		

This permit grants the renter permission to have possession of and the consumption of alcoholic beverages at the facility that has been rented. Alcohol is not permitted to be taken outside of the facility and into the park property. No glass bottles are permitted at the pavilions or other park facilities.

I hereby acknowledge receipt of a copy of Adams Township Resolution NO. 2017-02 containing the Rules & Regulations for the preservation of Adams Township Property and agree to comply with those rules and acknowledge that use of these facilities is AT OUR OWN RISK.

SIGNATURE

DATE

Pavilion Renter Information

RENTAL INFORMATION

RENTAL FEES: Proof of residency is required, and payment must be made by the permit holder that is reserving the pavilion.

CANCELLATIONS: Reservation must be cancelled two weeks prior to your reservation date to be refunded. A \$25 processing fee is added to cancellations where a refund is given. There are no refunds for inclement weather. Pavilions have curtains to help against the elements.

SETUP TIME: The rental begins at the designated time set on the application. Early drop off or set up times must be coordinated with the Parks and Recreation Department. Depending on the pavilion rental schedule, the Public Works Department may need to clean the facility on a Saturday or Sunday morning. The cleanup prep time is normally between 8:00am-10:00am depending on department staffing. Please coordinate with the Parks and Recreation department if you intend on starting your rental prior to 10:00am.

CLEANUP TIME: All rentals need to be finished and cleaned up by 9:00pm. Park Resolution NO. 2017-2 states that the park closes at dusk, we ask that rentals are cleaned up and out of the pavilions by 9:00pm.

CONTACTING ADAMS TOWNSHIP: If there is a medical emergency or police matter call 911. If there is a maintenance emergency please call 911 and ask for the non-emergency operator who will get you in touch with the Adams Township Police Department who can call Parks and Recreation or Public Works staff to handle the situation. On a weekday you can call the Municipal Building at 724-625-2221 from 7:30am-4:00pm.

PAVILION INFORMATION

PARKING: All parking must be in a parking lot. No vehicles are allowed to park on grassy areas, the asphalt trails, and walkways, behind backstops or along the side of the fields/pavilion. ANY VEHICLE PARKED ILLEGALLY WILL BE TAGGED AND/OR TOWED AT THE DISCRETION OF THE TOWNSHIP.

LOCKING/UNLOCKING: The permit holder will be given a specific lock box code from the Parks and Recreation Department to access the key for the pavilion kitchen and restrooms. It is the responsibility of the permit holder to lock up the facility when finished with their reservation. If you are not able to get into the pavilion, please call 911 stating it is a non-emergency and ask for an officer to respond to your pavilion. If a facility is left unlocked the permit holder may be responsible for damage made to the pavilion.

LIGHTS: Pavilion lights are on a dusk to dawn sensor and cannot be turned on during the daytime.

GRILLS: Please bring your own charcoal and cooking utensils for the grill. DO NOT dispose of hot charcoal in grass areas and DO NOT pour water onto coals. Clean/scrap the grill when complete and close the lid. Public Works will dispose of the charcoal.

GARBAGE: Each pavilion comes with two 32-gallon garbage cans. You must bring your own garbage bags and empty all garbage into the dumpsters after your event. Trash cans are to be left empty.

PAVILION TV: Directions on the use are posted in the pavilion kitchens. Please make sure the remote is left in the kitchen upon completion of your rental. If the remote is lost, you will receive a fine of \$200 to replace the device.

PAVILION CURTAINS: After use of curtains, please fold them back to open pavilion back you. Use strap to tie up curtains when finished with the rental.

CORNHOLE SETS: Each pavilion comes with a cornhole set. The beanbags are in a black drawstring bag. Please make sure all beanbags are accounted and the cornhole set is left in the pavilion before leaving. If you are missing a beanbag, you will not receive your refund. The Rotary Pavilion does not have a portable set, the boards at that pavilion are concrete boards that are set in the lawn area.

EVENT INFORMATION

ALCOHOL: The permit holder must purchase an alcohol permit from the Parks and Recreation department to be authorized to have alcoholic beverages present at your facility rental.

GLASS: NO glass containers are allowed in the park.

DECORATIONS: Permanent fasteners, staples, thumbtacks, nails, etc. are NOT permitted to be used in the pavilion. Temporary fasteners, string or tape may be used and must be removed and disposed of in the garbage.

FOOD TRUCKS AND OUTSIDE VENDERS: There are to be no outside sales during the permitted pavilion rental. If the rental is part of a special event, permission must be granted by the Director of Parks and Recreation prior to finalizing the permit. Food trucks may be permitted if the vender is only serving the guests of the pavilion rental, and not selling their products to the guests or other park visitors.

INFLATABLES AND TENTS: The use of inflatables is prohibited from use at the park as part of a pavilion rental. Small shade structures and pop-up tents are permitted as long as they are anchored by weight and not staked into the ground. A marquee or large tent is not permitted for use without permission from the Director of Parks and Recreation.

CHALK AND SIDEWALK ART: The use of chalk or sidewalk art on the floors or walkways of the pavilion is prohibited. If used, the permit holder may be charged for the staffing and cleaning of the surfaces of the facility by Township staff.

PARK FACILITIES

SPLASH PAD: Pavilion rentals are not permitted to access the splash pad as a large group. Any large group must get permission from the Parks and Recreation Department to attend the splash pad with a group of 10 or more.

BALL FIELDS: Please note that there will be practices and/or games occurring between the hours of 8 a.m. and 10 p.m. on weekdays or weekends. The park is a public space and parking spots are not reserved for facilities and are first come first serve.

OTHER PARK FACILITIES: Please note that the playgrounds, fields, and other recreational amenities are open to all public park visitors from dawn to dusk. These other facilities do not come with a pavilion rental.

ADDITIONAL INFORMATION: Please be sure to check that all areas of the pavilion and restrooms are cleaned, all tables are returned to their original location and the lights are turned off. If you do not complete all items before leaving on the above list, the permit holder is subject to paying for staff to clean and re organize the facility.

ADAMS TOWNSHIP
BUTLER COUNTY, PENNSYLVANIA

RESOLUTION NO. 2017-02

A RESOLUTION AMENDING AND SUPERCEDING RESOLUTION NO. 2014-06 BY ADOPTING RULES AND REGULATIONS FOR ADAMS TOWNSHIP COMMUNITY PARK OF THE TOWNSHIP OF ADAMS, BUTLER COUNTY, PENNSYLVANIA, PRESCRIBING RULES AND REGULATIONS FOR THE PRESERVATION OF ADAMS TOWNSHIP PROPERTY AND TO PROMOTE AND PRESERVE THE PUBLIC HEALTH, SAFETY AND WELFARE IN THE PARKS OWNED AND MAINTAINED BY ADAMS TOWNSHIP.

WHEREAS, the Adams Township Board of Supervisors enacted Ordinance No. 152, pursuant to which the Supervisors can, from time to time, enact rules and regulations of the Adams Township Community Park.

THEREFORE, be it **RESOLVED** and **ENACTED** as follows:

**ARTICLE I
PROHIBITED ACTIVITIES**

The below listed activities are specifically prohibited on any Adams Township Park Area. Exceptions to these prohibitions will be recognized only upon the possession and presentation of a written authorization signed by the Board of Supervisors of Adams Township (hereinafter "Board"), or by the immediate direction of an Adams Township police officer.

SECTION 1 – MOTOR VEHICLES AND BICYCLES

- A. Driving or parking on grass areas or trails;
- B. Cleaning, polishing, greasing, lubricating or repairing;
- C. Landing any aircraft, except for emergency equipment for rescue or as previously authorized by the Board.
- D. All motorized vehicles and bicycles from walking trails.

**SECTION 2 – SHRUBS, FLOWERS, TREES, GRASS,
TURF, SOIL OR ROCK FORMATIONS**

- A. Picking, cutting, breaking, digging or injuring in any way.

SECTION 3 – BUILDINGS, STRUCTURES OR PARK FACILITIES

- A. Damaging, defacing or misusing in any way.

SECTION 4 – WASTE PAPER, GARBAGE AND REFUSE

- A. Scattering or depositing except in appropriate receptacles.
- B. Failing to clean up and place all picnic waste paper, garbage and refuse in receptacles provided for that purpose.
- C. Depositing in park receptacles waste paper, garbage or refuse brought from outside the park.

SECTION 5 – ANIMALS AND BIRDS

- A. Molesting, trapping, hunting, killing or injuring in any way.
- B. Abandoning animals or birds within the park.

SECTION 6 – LAKES, STREAMS AND FOUNTAINS

- A. Wading or swimming.
- B. Discharging of any types of waste or toxic materials into or otherwise contaminating any lake, stream or fountain.

SECTION 7 – ADVERTISING

- A. Posting or distributing any notices, advertisements or handbills.

SECTION 8 – WEAPONS AND EXPLOSIVES

- A. Possession or discharge of a firearm or weapons.
- B. Possession or selling fireworks or explosive devices or the launching of rockets.

SECTION 9 – MERCHANDISING

- A. Offering, distributing, supplying, renting or selling any literature, commodity, articles, material, equipment, service or supply, except for those doing so pursuant to Article II, Sections 1 and 2.

SECTION 10 – ALCOHOLIC BEVERAGES

- A. Consumption of alcoholic beverages in any area of the Adams Township Park Area is prohibited, except as specifically permitted pursuant to Article II, Section 4, below.

SECTION 11 – NOISE

- A. Regulation of sound level as per Ordinance No. 44, amended by No. 92, is incorporated herein as a part hereof.

SECTION 12 – BOTTLED BEVERAGES

- A. All beverages in glass containers are prohibited.

SECTION 13 – ANIMALS

- A. Animals are prohibited to be brought to any Adams Township Park Area, except dogs and cats on leash.
- B. Dog and cat owners must remove fecal material (poop) excreted by the dog or cat in their charge onto Park property and deposited by the owner or caretaker in a proper sanitary facility.

ARTICLE II ACTIVITIES REQUIRING A PERMIT

The below listed activities are permitted where proper application for a permit is made and accepted by the Board of Supervisors.

SECTION 1 – SALES OF FOOD AND REFRESHMENTS

- A. Food and refreshments may be sold by concessionaries under the provisions of their respective concession agreements.
- B. If food and refreshments concessionaries are unwilling to provide such service at special events, the holders of the appropriate special event permits must provide that service for the public subject to the provisions set forth by the Board.

SECTION 2 – PUBLIC GATHERINGS

- A. Meetings, assemblies, parades or related forms of public gatherings are to be permitted upon possession and presentation of a written authorization signed by the Board.

SECTION 3 – USE OF PERMIT FACILITIES

- A. Permits obtained from the Board are requiring to reserve buildings, shelters, groves, athletic fields and other facilities.

SECTION 4 – POSSESSION AND
CONSUMPTION OF ALCOHOLIC BEVERAGES

- A. A permit for the possession and consumption of alcoholic beverages can be obtained from the Township for an additional fee established from time to time by the Township in its fee resolution. The grant of a permit is subject to the following additional regulations:
1. A permit holder must be an adult individual, 21 years of age or older, who is a resident of Adams Township and not an organization or group. The applicant shall provide the name of the group he or she is representing, if any.
 2. Alcoholic beverages may only be used or consumed in conjunction with a shelter rental. No alcoholic beverages can be consumed prior to or after the shelter rental period. Alcoholic beverages may only be possessed and consumed within 30 feet of a shelter. Under no circumstances may alcohol be possessed or consumed on or near a ballfield, a park trail or other park facility at any time.
 3. No vending of alcoholic beverages is permitted.
 4. No glass bottles or glass containers are permitted in the park. No containers in excess of 15.5 gallons (1/2 keg) are permitted in the park.
 5. The permit holder is responsible for the actions of all individuals who consume alcoholic beverages at a shelter. Excessive use of alcohol and/or the disturbance and annoyance of others, including excessive loud noise, constitutes a basis for the immediate suspension of the alcohol permit and/or the shelter permit and expulsion of the parties from the facility, all at the sole discretion of the Adams Township Police.
 6. Any damages or additional cleaning expenses incurred by the Township as a result of the permit holder will be charged to the permit holder. Failure to pay such fees is a violation of this ordinance.
 7. The Township reserves the right to refuse to grant an alcohol permit to any individual or group of individuals who have either: previously created a disturbance, possessed or consumed alcohol outside of the 30 foot perimeter, created additional cleaning costs, and/or violated any other provision of these or any other park rules.
 8. The alcohol permit must be kept at the shelter during the shelter rental period and provided to the Adams Township Police upon request.

ARTICLE III REGULATED ACTIVITIES

The below listed activities are permitted on any Adams Township Park Area, but are subject to the regulations indicated herein and those conspicuously posted in the appropriate area, which may be adopted or amended from time to time by the Board by resolution.

SECTION 1 – RECREATIONAL ACTIVITIES

- A. Picnicking, kite flying, volleyball, skating or rollerblading, bicycling, skiing, sledding, baseball, softball, basketball, football, horseshoe pitching, model powered plan flying and related and similar forms of recreation are permitted only in areas designed for such use and in no case shall such use be permitted in areas where park facilities or areas may be injured.

SECTION 2 – FIRES

- A. Fires are permitted only in stoves, fireplaces, grills or similarly designed areas and facilities and must be thoroughly extinguished before leaving the area.
- B. Matches, cigars, cigarettes and charcoal must be thoroughly extinguished before being disposed of.

ARTICLE IV GENERAL PROVISIONS

SECTION 1 – PARK HOURS

- A. Park hours are from dawn to dusk, daily. No persons shall remain in park areas between dusk to dawn, except for special activities authorized by the Board of Supervisors.

ARTICLE V PENALTIES

Any person violating any of the provisions of this Ordinance shall be guilty of a summary offense and upon conviction thereof shall pay a civil penalty of not more than three hundred (\$300.00) dollars nor less than one hundred (\$100.00) dollars, plus costs and reasonable attorney's fees incurred by the Township pursuant to Ordinance No. 152. Each violation hereunder shall constitute a separate offense and subject to a separate penalty as provided herein. Any person convicted of three or more violations of this Ordinance within a three year period may be banned from the use of Park facilities by motion of the Board of Supervisors.

ARTICLE VI
EFFECTIVE DATE

This Resolution shall be effective five (5) days after enactment.

RESOLVED and ENACTED this 27th day of March, 2017.

ADAMS TOWNSHIP SUPERVISORS:

ATTEST:

Janet L. Luchini
Township Secretary

(Township Seal)

By: Donald A. C. Caden
Chairman

By: John E. Lee
Vice Chairman Supervisor

By: Thomas P. Francolini
Supervisor Vice Chairman

By: Edward L. Vogel
Supervisor

By: [Signature]
Supervisor

