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<b>PARK PAVILION USE AND RESERVATIONS</b>	<b>2009-02</b>	<b>04/27/2009</b>	<b>1 of 3</b>

**1. PURPOSE**

The purpose of this policy is to establish rules for the use and reservation of pavilions in City parks.

**2. AUTHORITY**

This policy is adopted pursuant to Section 38-6 of the Charlotte Code of Ordinances.

**3. APPLICABILITY**

The provisions of this policy shall apply to the use of all pavilions and similar structures in all City parks now or hereafter constructed.

**4. PAVILION USE**

Except as provided in paragraph 5 below, the use of pavilions and similar structures shall be on a first-come, first-served basis.

Occupancy of a pavilion shall be indicated by the presence of an individual or individuals of mature years within the pavilion, by placing items of personal property such as picnic baskets, coolers and the like in visible locations within the pavilion and/or by roping off the pavilion to be used.

Occupancy of a pavilion may not be claimed earlier than 6:00 a.m. on the day of use.

Removal of items of personal property or ropes placed by others to indicate occupancy of a pavilion is prohibited.

**5. PAVILION RESERVATION**

The west (front) pavilion in Bennett Park may be reserved for exclusive use by an individual, organization or business pursuant to the following rules.

Reservations for dates during any calendar year shall be accepted not more than three months before the date. No individual, organization or business may reserve more than one date per calendar year that falls on a Saturday, Sunday or holiday.

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Reservations are made by providing the City Clerk's office with the name of a responsible party, telephone number of the responsible party and the date for which the reservation is desired. All reservations are considered tentative until such time as the reservation fee is paid. If the reservation fee is not paid at least thirty days before the date reserved, the date will be released and the pavilion may be reserved by others.

A reservation fee of \$20.00 will be assessed for each date for which a pavilion is reserved. This fee is intended to cover the costs of administering the reservation system and of maintaining the pavilion.

The city manager or his/her designee may deny the request of an individual, organization or business to reserve the pavilion if prior use of the pavilion resulted in violations of the provisions of this policy regarding appropriate use of the pavilion.

The Department of Public Works shall post in a visible location in the pavilion a notice indicating the date for which a pavilion is reserved and the name of the individual, organization or business that has reserved the pavilion.

**6. APPROPRIATE USE OF PAVILIONS**

The following rules govern the use of pavilions and similar structures in City parks.

Picnic tables, trash receptacles and other City equipment shall not be removed from pavilions without the permission of the Department of Public Works.

Loud music or other noises or boisterous behavior that might affect others enjoyment of the parks is prohibited.

Any behavior that might endanger the safety of others or damage park users' and/or City property and equipment is prohibited.

All trash, garbage and personal property of pavilion users is to be picked up and removed from the pavilion at the end of pavilion use. Trash and garbage generated during pavilion use are to be disposed of in containers provided or removed from the park.

**7. POLICIES REPLACED**



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CITY OF CHARLOTTE

## COUNCIL POLICY

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This policy replaces any and all other policies and past practices regarding the use of pavilions and similar structures in City parks.

### **8. EFFECTIVE DATE**

This policy shall be effective upon is approval by the City Council.