

CITY OF LEWES
RECREATION ACTIVITIES PERMIT POLICY

5.21.19

PURPOSE:

The purpose of the Recreation Activities Permit Policy is to manage the use of City property between the general public and businesses. Requests for use of City property, by for-profit and non-profit 501(c)3 businesses or organizations, to occupy, and use, City property exclusively for the purpose of repeat recreation activities will follow this policy.

In general, the City does not permit profit or non-profit entities to offer their services in the City's parks or beaches. The City may make exceptions for repeat or multiple day recreation, exercise classes and similar activities that may benefit the citizens and visitors and do not have a significant impact on the normal use of the parks and beaches by others. All such activities must be openly advertised to all citizens and visitors.

This does not allow for tournaments or organized sporting groups. All recreation on City property must follow this policy, be approved by the City of Lewes, and obtain a Recreation Activities Permit.

RECREATION ACTIVITIES PERMIT REQUIREMENTS:

To apply for a Recreation Activities Permit within the City of Lewes the business or organization must submit the Recreation Activities Permit Request form and include the following attachments:

- List current City of Lewes business license number or submit a City of Lewes business license application with the form.
- Certificate of Insurance listing the City of Lewes as additional insured for \$1,000,000.
- One time yearly (calendar year) non-refundable Recreation Permit Fee of \$100.00. Recreation Permit Fees are not waived for 501(c)3 (non-profit) organizations.

RULES, EXCLUSIONS, AND RESTRICTIONS FOR RECREATION:

1. The Friends of Canalfont Park sponsored recreation is excluded from this policy.
2. This policy does not apply to City property leased to others, such as Lewes Public Library, Overfalls Foundation, Lewes Little League, etc.
3. Each recreation session/class shall be limited to a maximum of 25 participants.
4. Specific recreation activities shall be limited to one provider per category each year. For example, for yoga on the beach, there shall be only one provider per year permitted for yoga.
5. Business and organizations may apply for a recreation activities permit only between January and March of each year for recreation activities between April and October.

Application must be made each year. No permits carry over, and renewal is not guaranteed.

6. Amplification of sound must be pre-approved by Lewes Mayor and City Council. Please see the **Outdoor Amplification Request Form**.

7. Any and all equipment must be hand-carried into the park or beach. You may not drive onto the beach or into any park area that isn't a parking lot or service road to unload exercise equipment, trailers, boards, kayaks, etc.

8. Permit holders must cleanup and remove trash. Trash shall not be left outside trash containers. Permit holders must restore the park/beach to its original condition

9. Alcoholic beverages and tobacco products are prohibited in Lewes parks/beaches.

10. Permit holders will also follow the City of Lewes Park & Beach Rules.

APPROVED LOCATIONS AND TIMES:

The following locations and time frames may be requested for use with the Recreation Activities Permit, but may be subject to change. All requests must be approved and are subject to availability. The City may limit the number of businesses and organizations that use a location and/or time frame.

1. City Parks

- George H.P. Smith Park
 - Activities may be limited during UD OSHER Lifelong Learning Institute scheduled hours.
 - Activities are not permitted on Saturday or Sunday.
- Stango Park
 - Monday through Sunday BEFORE 10:00 a.m. and AFTER 4:00 p.m.
 - Activities are not permitted on Tuesday evenings, June through August.
- Canalfront Park
 - Activities may not conflict with any Friends of the Canalfront Park events that have been approved by City Council.
 - Parking meters are in effect daily from May 1 to October 14, 9:00 a.m. to 8:00 p.m. Activities are not permitted during metered hours.

2. City Beaches

- Beach 1, Beach 2, Roosevelt Inlet, Lewes Beach Shoreline
 - Parking meters are in effect daily from May 1 to September 30, 9:00 a.m. to 8:00 p.m. Activities are not permitted during metered hours.

CHANGES TO RECREATION PERMIT

The permit holder may not add additional classes, sessions, days or times to their permit without obtaining a modification to their permit. Any requests for modifications, must be made in writing at least 14 business days before the requested modifications are to take effect.

If classes, sessions, days or times are cancelled because of weather, the permit holder must receive approval to reschedule the event. The request to reschedule must be made in writing. Rescheduled dates are subject to availability of location, time, and day and are not guaranteed approval.

PUBLIC NOTIFICATION

The City of Lewes Parks & Recreation may post approved activities on its website. If permit holder conducts events outside of the terms of their permit they may be subject to revocation of their permit and loss of consideration for future permits.

WAIVER OF LIABILITY

When the business/organization submits an application and is granted a Recreation Activities Permit they are also agreeing to indemnify and hold harmless the City of Lewes, its officers, employees and agents from and against any and all claims, losses, liabilities, damages, demands and actions, including payment of legal fees arising out of or resulting from the performance of the service provided pursuant to the Recreation Activities Permit.

Temporary Approval given by City Council on March 19, 2018. Approval expires May 13, 2018.