

CITY OF LEWES

RECREATION ACTIVITIES PERMIT POLICY

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 nonprofit 501(c)3 businesses or organizations, to occupy and use exclusively for the purpose of repeat recreation activities will follow this policy. **Commercial Recreation Activity** means recreation and sporting activities conducted outdoors on beaches foreshore areas, parks, and other public places, and for which a fee is charged, or other commercial gain is obtained. The activity must have a recreation use as its core element.

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. Such activities may include yoga classes, boot camp classes, group exercise, Tai Chi, and SUP yoga. All such activities must be openly advertised to all citizens and visitors.

This does not allow for tournaments or organized sporting groups. This policy does not include the volleyball nets at Savannah Beach and Johnnie Walker Beach. These recreational amenities are intended for casual use by beachgoers and are available on a first come first serve basis. All recreation services on City property must be approved by the City of Lewes, follow this policy, 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.
- A non-refundable Recreation Permit Fee per the Fee Schedule on page 3 of this policy. Recreation Permit Fees are not waived for 501(c)3 (non-profit) organizations.

RULES, EXCLUSIONS, AND RESTRICTIONS FOR RECREATION:

1. The Friends of Canalfront 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, per day at a location each year. For example, yoga on the beach, there shall be one provider per day at a given beach.
5. Parks are open year-round for the enjoyment of the public.

6. Businesses and organizations may apply for a recreation activities permit only between January and March of each year for recreation activities between May 1 through October 14 in tandem with the parking meter season in accordance with the fee schedule below. Application must be made each year. No permits carry over, and renewal is not guaranteed.
7. Businesses and organizations may apply for a recreation activities permit between June and August of each year for recreation activities from October 15 to April 30, at no cost. Application must be made each year. No permits carry over and renewal is not guaranteed.
8. Amplification of sound must be pre-approved by the Parks and Marina Manager or the City Manager. Please see the **Outdoor Amplification Request Form**.
9. 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.
10. 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.
11. Alcoholic beverages and tobacco products are prohibited in Lewes parks/beaches.
12. Permit holders will also follow the City of Lewes Park & Beach Rules.
13. All signs must be in conformity with the City of Lewes Sign Ordinance.
14. Directional signs must be temporary and limited to the day of the event.
15. The City reserves the right to deny a request in the best interest of the parks, residents, and visitors.

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 are not permitted on Saturday or Sunday
 - Stango Park
 - Seven (7) days per week 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
 - Savannah Beach, Johnnie Walker Beach, Roosevelt Inlet, and Lewes Beach Shoreline
 - Parking meters are in effect daily from May 1 to September 30, 9:00 a.m. to 8:00 p.m. at Johnnie Walker Beach and Savannah Beach. Activities are not permitted during metered hours.

SEASONAL FEE SCHEDULE

Year	2023	2024	2025	2026	2027
Cost Per Day	\$10	\$10	\$10	\$10	\$10
Permit Fee Maximum	\$150	\$175	\$200	\$225	\$250

A permit shall cost \$10 per day, not to exceed \$150 per season. This maximum shall increase by \$25 per year: \$150 in 2023 season; \$175 in 2024 season; \$200 in 2025 season; \$225 in 2026 season; \$250 in 2027 season.

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 shall 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.

Approved by Mayor and City Council on November 14, 2022

