Staton Pavilion Use Rules & Application

The Mayor Robert V. Staton Pavilion may be reserved for exclusive use. The availability calendar and reservation application can be found at the Flat Rock Village website(villageofflatrock.org). The application and appropriate fees may be delivered in person to the Flat Rock Village Hall, or you can fax (828-697-8461) or email (crichard@villageofflatrock.org) your completed application and then call (828-697-8100)to pay for your reservation via credit card.

Fees:

- Fees are $125 for a 4-hour minimum, $25 for each additional hour (6-hours maximum).
- The security deposit is $100. This will be refunded after the event if the guidelines below are followed.
- All fees and security deposit are due at the time of booking. **Reservations are not confirmed until fees and deposit are paid.** If payment is made with a credit card a convenience fee will be charged by the processing firm.
- In rare instances the Village Council may waive or reduce the usage fee for certain groups. These groups include: 1) Not-for-profit organizations (501(c)3 or similarly designated) that provide local community services, programs, or events free of charge or low cost to the public; 2) Organizations conducting activities of direct benefit to the local Flat Rock area.

Security Deposit Return Guidelines.

- Your group must obey all park rules (Village Ordinance No. 91). The rules are posted on the park's bulletin board and are available upon request. See the highlights below.
- Please include your set up and tear down time when reserving the facility. You will not be allowed to exceed the time booked on your reservation. Extra hours of use will be charged and paid at the time the reservation is made.
- All trash must be placed in the bins in the pavilion. Extra bags will be provided for overflow, but if you know you will be generating a lot of trash, please bring some extra bags with you. If there are several bags of trash, especially any with food in them, please deposit them in the dumpster located in the wooden corral near the pavilion.
- Wipe off the picnic tables. You will need to bring cleaning items to do this. Remove any tape from the tables, including any that is underneath.
- A broom and dustpan are in the corner for your use in sweeping the pavilion.
- If the tables have been moved, return them to their original positions.

Park Rules

- By renting any part of the park for an event, you are responsible to follow the use rules that are attached to the rental contract. These rules apply to any attendees of your event.
- **Some key rules to remember:**
  - Sound systems and musical devices that produce a sound that carries more than 50 feet or is loud enough to disturb other patrons using any park facility are prohibited.
  - Parking along Highland Golf Drive is prohibited. This is a private street and not part of the park. Any unauthorized vehicles parked on Highland Golf Drive may be towed at the owner's expense.
  - Alcohol, tobacco, grills, fires and open flames (e.g., sterno for chafing dishes) are prohibited.
  - Any function that will be used for fundraising, commerce, or solicitation shall need a special permit from the Flat Rock Village Council.
  - Park facilities may not be reserved for private events on holidays observed by the Village. A list of the Village observed holidays may be found on the Village website.
  - Events of 100 or more participants must fill out a Park Use Permit Application.

The Park at Flat Rock

Staton Pavilion Use Application

Name:_____ Date:_____
First *Last*

Date & time requested:_____
(Include set-up & clean-up)

Address:_____
Street Address *Apartment/Unit#*

_____
City *State* *ZIP Code*

Phone:_____ Email:_____

Purpose of reservation:_____

Goods being sold? _____

Number attending: Adults_____ Children_____ Total_____

I have read and agree to the park use rules. Applicant signature:

Village approval: _____Date:_____

_____Date:_____

If you would like to send this form via email to the Village office, please send to crichard@villageofflatrock.org. If you would like to pay via credit card you may call the office at 828-697-8100 to pay over the phone.

Office use only:

	Fee Paid
	Deposit Paid
	Deposit returned

RULES FOR THE USE AND OCCUPANCY OF, AND CONDUCT OF PERSONS IN, THE PARK AT FLAT ROCK

1. VEHICLES IN THE PARK. Motorized vehicles are not allowed on any trails or walking paths. It shall be unlawful for any person to drive any vehicle anywhere in the park, except upon the regularly established roadways and in parking areas; it shall be unlawful for any person to park or permit to be parked any vehicle anywhere except upon designated parking areas authorized by the Village Administrator or other designated official. Persons operating a licensed vehicle must possess a valid driver license or learner's permit (and be accompanied by a licensed operator, as required by law) to operate a vehicle on park property. Vehicles left unattended for more than 24 hours on village property, without authorization, will be towed away at the owner's expense. Temporary housing (i.e., recreational vehicles, motor homes, campers, tents, house trailers) may not be parked overnight on park property.

This section shall not apply to law enforcement officers or emergency medical, security or maintenance personnel in the discharge of their duties.

Motor vehicle is hereby defined to include mini-bikes, go-carts, motorbikes, golf carts, ATVs and any other self-propelled motorized vehicle, but excluding motorized wheel chairs.

2. BICYCLES IN THE PARK. Cyclists shall observe all North Carolina statutes controlling or regulating the operation of bicycles, including, but not limited to the North Carolina Child Bicycle Safety Act (NCGS §§20-171.6 – 171.9). All cyclists are encouraged to wear helmets and appropriate safety gear in the Village of Flat Rock. Bicycles shall be allowed only on designated areas and trails, and on public roadways.

3. SKATES, ROLLERBLADES, AND SKATEBOARDS. The use of skates, rollerblades and skateboards is prohibited on park roads, walkways and parking lots.

4. ADVERTISING. It shall be unlawful for any person to place or erect any structure, sign, bulletin board, post, pole, or advertising device of any kind whatsoever in the park, or to attach any notice, bill, poster, sign, wire, rod, or cord to any tree, shrub, fence, railing, post, pole, or structure within any park, except by such persons as are authorized by the Village Administrator or other designated official.

5. PRESERVATION OF PARK PROPERTY. It shall be unlawful for any person to remove, destroy, excavate, mutilate or deface any village structure, monument, planter, fountain, wall, fence, railing, vehicle, bench, signage, trees, plants, or any other property in the park.

6. WEAPONS, FIREARMS AND INCENDIARY DEVICES. It shall be unlawful for any person, at any time or under any circumstances within the park to discharge, forcibly hurl, or cause to be discharged or forcibly hurled any edged weapon, including but not limited to knives, arrows, spears, and other similar devices.

It shall also be unlawful for any person, at any time or under any circumstances, within the park to discharge, shoot, fire or explode, or cause to be discharged, shot, fired, or exploded any firearms, including, but not limited to air rifles, toy pistols, paintball guns, toy guns or other toy arms designed to forcibly hurl a projectile or missile. This section shall not apply to law enforcement officers when engaged in the discharge of their duties.

Open fires and consumer fireworks of any type are expressly prohibited within the park except as specifically allowed at Village of Flat Rock approved events. All fires and fireworks must comply with the rules, regulations and requirements of the Henderson County Fire Marshall, National Fire Protection Association Codes and Standards, and Chapter 33 of the International Fire Code.

7. ANIMALS RUNNING AT LARGE. It shall be unlawful for any person to allow or permit any horses, dogs or other domestic animals to run at large in the park, and it shall be unlawful to ride any animal in the park except at a special event or activity approved by the Village Administrator or designated official. Dogs must be leashed at all times. Pet owners are required to clean up pet excrement prior to leaving the immediate area.

8. TREATMENT OF ANIMALS. It shall be unlawful for any person to hunt or trap any bird or animal, or to molest or rob any nest of any bird or any lair, den or burrow of any animal in the park. The feeding of wildlife is strictly prohibited.

It shall also be unlawful to release or place any animal onto land owned by the Village and administered by the Village Administrator or other designated official for the purpose of allowing such animal to roam freely on such land. Animals equipped with animal control devices and used by professionals or park staff may be excepted from such rule with the Village Administrator's or other designated official's approval.

9. PROFITEERING. It shall be unlawful for any person or organization, including nonprofits, to engage in soliciting, advertising, peddling, begging or selling at any park within the village without permission of the Village Council.

10. EXCLUSIVE EVENTS. Exclusive events may be permitted with the permission of the Village Council. Any such event must have a written contract, lease or agreement specifying a rental or percentage of sales to be received by the village. An exclusive event is defined as any event where the applicant (including a nonprofit organization) is applying for exclusive use of all or any portion of the park outside of the picnic shelter.

The applicant obtaining permission shall be responsible for payment of all applicable license fees.

11. GAMBLING. It shall be unlawful for any person to conduct or carry on any game of chance at which any money, property or other thing of value is bet, whether the same be in stake or not, in the park.

12. DISORDERLY AND DANGEROUS CONDUCT. It shall be unlawful for any person to use any boisterous or insulting language or to be guilty of disorderly or dangerous conduct of any kind in the park.

13. SEX OFFENDERS. No person registered with the State of North Carolina or any other state or federal agency as a registered sex offender may enter into the park.

14. CONTROLLED SUBSTANCES, TOBACCO. The use of controlled substances and tobacco products of any kind is prohibited in the park.

15. BEER, WINE, ALE AND OTHER ALCOHOLIC BEVERAGES. It shall be unlawful for any person to possess, consume or display publicly any beer, wine, ale or any other alcoholic beverage in the park except as specifically permitted by the Village Council; and it shall be unlawful for any person under the influence of an intoxicating beverage or a controlled substance to enter or remain in the park.

16. GAMES AND SPORTS. It shall be unlawful for any person to play football, soccer, baseball, or other games of like character in such proximity to playground equipment or park structures as to threaten harm to persons using the park or damage to any park structure. The hitting of golf balls from or to any point inside the park is strictly prohibited.

17. FIRES and GRILLS. It shall be unlawful for any person to make or kindle a fire in the park, except in a stationary charcoal grill as provided at the park, or a gas grill approved by the Village Administrator or other designated official, or in an area specifically designated by the Village Administrator or other designated official. It shall be unlawful for any person to leave any fire unattended, or to fail completely to extinguish a fire and all the embers thereof before leaving such fire. The use of any type of grease fryer (deep fryer) is strictly prohibited due to the potential for personal and facility damage from fire and the harmful slippery conditions the grease may develop on floors, tables and benches.

Provision, use and disposal of any cooking materials or supplies are the responsibility of the park visitor.

18. DUMPING. No person shall deposit, dump, throw, cast, lay or place, or cause to be deposited, dumped, thrown, cast, laid or placed any ashes, trash, rubbish, soil or earth, paper, garbage, oil, refuse, debris, plant clippings or limbs or leaves in or upon the park or park lands or in any pond or watercourse within the park. No household trash is allowed to be placed in any village trash receptacle. The use of confetti inside the park is strictly prohibited.

19. USE OF PONDS. No use, including wading, swimming or fishing, may be made of any pond within the park.

20. USE OF THE PARK AT NIGHT. The park shall be closed between the hours of dusk and dawn unless a special event has been approved by the Village Administrator or other designated official. It shall be unlawful to use or be inside any park when the park is closed between the hours of dusk and dawn.

21. AMPLIFIED SOUND. Sound systems and musical devices that produce a sound that carries more than 50 feet or is loud enough to disturb other patrons using any park facility are prohibited. Motor vehicles are not to be used as outdoor sound systems. The judgment of the level of disturbance is up to the Village Administrator or other designated official. Special events approved by the Village Administrator or other designated official may be exempted from this rule.

23. REMOTE CONTROL TOYS OR SELF PROPELLED DEVICES. The use of remote control or self propelled devices such as cars, boats, airplanes, or rockets is prohibited within the park unless the user is participating in a special event or activity approved by the Village Administrator or other designated official.

24. PICNIC SHELTER USE. Groups and individuals are required to pay a fee and a refundable security deposit in amounts established by the Village Council to reserve any shelter for their exclusive use. Groups renting shelters reserve the right to use the shelter exclusively for the time period specified on the rental agreement. Picnic shelters must be left clean and free of excessive debris, or patrons will be excluded from renting another shelter for one year. The Village Administrator or other designated official has the authority to ban an individual or revoke rental privileges for the day reserved due to repeated violations of rules and regulations. The Village Council may ban a group or individual from future use for violation of these rules. Patrons refusing to leave the facility when ordered to do so because of rules and regulations violations are subject to prosecution for trespassing.

25. CONSTRUCTION AREAS. All construction areas within the park are strictly off limits at all times. During the time when any portion of the park or a park facility is under construction and not open for use by the public, no person who is not involved in the construction process shall be on or about any area of construction activity.

ENFORCEMENT

These rules may be enforced by any and all remedies authorized by applicable law. In addition, anyone violating any of these rules may be required to leave immediately and, for failing to do so, may be subject to prosecution for trespassing. Authority to enforce this ordinance and impose stated and statutory penalties vests with the Village Administrator or other designated official and with appropriate law enforcement bodies, and is granted under NCGS §160A-285 and §160A-286.

PENALTIES

Violation of this ordinance constitutes a Class 3 Misdemeanor and is punishable by a fine of an amount not to exceed $500.00 or incarceration not to exceed 30 days, or both, pursuant to NCGS §160A-175(a) and §14-4(a).