Town of Sheboygan Firehouse Park Rental Permit

Town Hall Office
4020 Technology Pkwy Sheboygan, WI 53083
Phone 920-451-2320 Fax 920-451-2323
Hrs: Mon, Wed, Thur, 7am-4pm
Tue 7am-5pm; Fri Closed

This Park Permit is hereby issued to the undersigned subject to the terms and conditions set forth herein, as well as all Town Park rules and regulations as set forth in Sections 219.01 to 219.17 of the Municipal Code of the Town of Sheboygan, Sheboygan County, Wisconsin.

The person named as being responsible for the event for which this permit is issued, by payment of the fee, hereby agrees to accept the responsibility for the care and preservation of the public property used. Proof of residency required (WI DL or photo ID) to qualify for resident rate. The deposit will be returned provided the park facilities are left in the same condition as when you arrived. **All cancellations have a $50.00 non-refundable processing fee.**

Fees are as follows:

	Town Residents	Deposit	Non-Resident	Deposit
Groups up to 100	**$100.00**	**$50.00**	**$200.00**	**$100.00**
Groups 100-250	**$250.00**	**$100.00**	**$500.00**	**$200.00**
Groups over 250*	**$400.00**	**$150.00**	**$700.00**	**$300.00**

Use of Park on-site power at basketball court, 125 amps: $100

* Groups over 250 are required to provide additional restroom facilities adequate for group attendance and at a minimum a 6 yard dumpster.

The person further agrees that if, in the course of the event, there is damage to the building, equipment or area used or that the building, equipment or area used is left in such condition that additional cleaning or other work is necessary to restore it to usable condition, he/she will, within 30 days, pay the entire costs of whatever repairs or additional cleaning is deemed necessary by the Director of Public Works. Trash must be bagged and placed in the dumpsters located on-site. Please bring additional bags.

I hereby certify that this contract for the use of an area in the Town Park is for the rent and definite purpose of either:

- A private family, club**, or organization event**.
- A PUBLIC FRY sponsored by a legally constituted local public service club or organization and that any or all proceeds derived from this event will be used for charitable or public benefit. I also certify that no private party or group of parties shall receive financial benefit of any kind from this event.

** Club or organized events require proof of insurance listing the Town of Sheboygan as “additional insured”.

Fireworks are not allowed to be discharged in the park.
Sales of alcohol beverages are prohibited except for Town Board approved Town functions.

Parks and Recreation Ordinance

219-1 **Use of parks by public.** All lands owned by the Town for parks shall, except when otherwise provided, be free to all persons, subject to such necessary and reasonable rules and regulations which shall, from time to time, be adopted by the Town Board of the Town of Sheboygan.

219-2 **Management and maintenance.** The management, maintenance and care of the Town parks shall be under the supervision of the Director of Public Works, or as otherwise directed by the Town Board.

219-3 **Time restrictions, hours of operation.**

A. Generally. Town parks are open to the public year-round, or as otherwise designated by the Town Board.

B. Hours of operation. All Town parks shall be closed to all vehicular traffic and to all persons between the hours of 10:00 p.m. and 7:00 a.m. year-round, except as follows:

(1) The designated recreational trail/walking path/bike path and the designated parking areas related to said recreational trail shall be closed between the hours of 10:00 p.m. and 5:00 a.m.; or

(2) Other hours upon the prior approval of the Town Board or the Director of Public Works.

219-4 **Use of entire park or designated areas by permit.**

A. The Town Board may grant, by permit, the exclusive use of an entire park, or any portion thereof, to groups or organizations for the purpose of annual celebrations or special events. The Town parks, or portions thereof, shall not be used by private groups or individuals for commercial or for-profit activities. Public brat fries or other charitable activities sponsored by local public service clubs or organizations, or other not-for-profit entities, may, by permit, be allowed to use public parks, provided that any and all proceeds derived from said event will be used for charitable or public purposes. The fee for such permit shall be established by the Town Board. All Town Park rules and regulations shall govern the use of the parks and park facilities.

B. Picnic parties shall be permitted only in such areas of Town Parks as may be designated by the Town Board or the Director of Public Works. Persons obtaining park permits for designated areas on specific days shall have a prior right to use such areas.

C. A Town Park permit shall be obtained from the Town by submitting a request on a form available at the Town Hall. All applications for a park permit must be accompanied by the rental/reservation fee and the refundable security deposit, in the amounts indicated in the Town's Fee Schedule, on file in the Town offices. The fees and security deposits shall periodically be reviewed and adjusted as necessary by the Town Board

219-5 **Motor vehicles prohibited.** No person shall ride, drive, propel, operate or park any automobile, motorcycle, snowmobile, or other vehicle on the walks or lawns of any park, except on the drives, lots, or areas specifically provided or designated for such purposes or unless parking in such areas is by necessity and specifically authorized for an event by the Town Board or the Director of Public Works.

219-6 **Malicious mischief.**

A. No person shall destroy, mutilate, injure or remove any fence, railing, bridge, building, fountain, seat, sign, pipe, hydrant, walk, drive, curb, gutter, apparatus, or other fixed or movable property of any kind, nor shall any person injure, remove or mutilate any tree, shrub, plant or flower in any of the Town Park or public property.

B. No person shall use apparatus, equipment, or courts for purposes other than their intended usage.

219-7 **Loitering near bathroom areas**. No person shall loiter immediately adjacent to or within any public bathroom facility located within a Town Park.

219-8 **Disorderly conduct**. No person shall engage in any disorderly conduct or in any lewd or lascivious talk, act or behavior in any park.

219-9 **Vending.** No person shall sell, offer, or expose for sale, or give away any goods, wares, or merchandise in any park without permission from the Town Board or the Director of Public Works.

219-10 **Alcohol possession/consumption.**

A. The possession or consumption of fermented malt beverages or intoxicating liquors is permitted in all Town parks, except no person shall drink or carry any open cup, can, glass, bottle or similar drinking vessel containing alcohol or fermented malt beverages in any Town Park between the hours of 9:00 p.m. and 8:00 a.m.

B. No person shall bring in or possess within any Town Park any cup, glass, flask, bottle, or other container made of glass designed or used for holding a beverage.

219-11 **Archery and the discharge of firearms prohibited.** No person shall at any time engage in or practice archery or discharge any firearm within any Town Park.

219-12 **Golf prohibited.** No person shall at any time play golf or practice golf in any Town Park.

219-13 **Fire control.** No person shall burn any wood, grass, leaves or rubbish or other combustible or flammable materials within any Town Park, except the following:

A. Fires set for outdoor cooking in metal fryers in designated picnic areas.

B. As otherwise permitted by the Town Board or Director of Public Works.

219-14 **Trespass.**

A. The Town Board, or the Director of Public Works, or their authorized designees, may eject a person from all Town parks for a period of time not to exceed 90 days if that person violates park rules, Town ordinances, or state laws within a Town Park.

B. It shall be unlawful for a person to enter a Town Park during the period of ejectment under **219-14A** above.

C. A parent, guardian, or other person having custody of an unemancipated minor child, who has been advised of the child's ejectment from the Town parks, may be cited if the child trespasses in a Town Park in violation of **219-14B** above. Citations may be issued under this subsection regardless of whether the child is cited. "Custody" has the same meaning as set forth in 895.035(1)(a) and (b) (1999-2000), Wis. Stats.

219-15 **Skateboarding prohibited.** No person shall skateboard at any time in any Town Park.

219-16 **Pets allowed.** Restrained and controlled pets shall be allowed within any Town Park. Pet waste must be cleaned up.

219-17 **Penalties.** The penalty for violation of this section shall be a penalty as provided in Chapter 1, General Provisions, Article II, General Penalty, of this Code. A separate offense shall be deemed committed on each day on which a violation of any provision of this section occurs or continues.

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3805 County Trunk Highway Y

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Phone 920-451-2320 Fax 920-451-2323
Hrs: Mon, Wed, Thur 7am-4pm
Tue 7am-5pm; Fri Closed

Receipt Number: _____

Name of Person Responsible for Rental: _____

Cell Number of Person Responsible for Rental: _____

Address: _____

_____

Event Date: _____

Hours of use: _____ to _____

Email: _____

Group Name: _____

Expected Attendance: _____

WI Driver's License # _____ or State Photo ID # _____

Proof of insurance required for club or organized events prior to event. Date provided: _____

Request Ball Diamond _____ Yes _____ No If yes, Which Diamond: _____ North _____ South

Rental Fee Collected $ _____

Security Deposit Returned: _____

Use of Park Power $ _____

Deposit Collected $ _____

Permit Issuer: _____

Total Fee Collected $ _____

Check # _____ Cash _____

_____

Date: _____

Signature of Responsible Person

Key Issued _____ Key Returned _____

THE UNDERSIGNED HEREBY ACCEPTS AND AGREES TO THE TERMS AND CONDITIONS HEREIN SPECIFIED AND ATTESTS TO THE ACCURACY OF THE INFORMATION GIVEN TO THE TOWN OF SHEBOYGAN; ON WHICH INFORMATION THIS DATE HAS BEEN SET, THE FEE ASSIGNED, AND THE CONTRACT PLACED IN FORCE.

The key for the retractable overhead doors and broom cabinet is available at the Town Hall during regular office hours (Mon-Thur between 7am-4 pm). Doors must be left in the open but locked position when you leave. You must pick up the key prior to the event. Your security deposit will be refunded following the rental upon return of the key, proper clean-up and no damage.

Tents, inflatable equipment allowed with PRIOR Director of Public Works approval.
Contact Diggers Hotline Dial 811

TOWN OF SHEBOYGAN FIREHOUSE PARK

Date Printed: 12/27/2023

REV 1/24