

Ordinance to Set Forth Rules of Use for the Town of Lansing Parks, Recreation Areas, and Facilities

(Passed by Board of Alderman June 8, 2015; amended April 12, 2016; amended February 18, 2018; amended April 24, 2018)

BE IT ORDAINED by the Board of Alderman of the Town of Lansing that:

Section 1: Regulations for Use of Public Parks, Recreations Areas, and Facilities

The Town parks, greenways, and recreation facilities are for the purpose of public recreation and use through general public access and approved recreational programs as authorized by the Town and in accordance with all Town ordinances and such policies, rules and regulations as may be adopted in the future. These sites include any property for facility that is owned, leased or managed by the Town for the purpose of public recreation or events. All Town-owned, leased or managed parks and facilities within the Town corporate limits are subject to this ordinance:

a) Hours of Operation

Normal hours of operation for Town outdoor parks and greenways shall be during daylight hours only except for Town authorized events, programs, use of lighted facilities and operation hours set for indoor facilities. Special hours of operation shall be established from time to time by the Town Mayor or Alderman or their designee and shall be posted as may be appropriate.

b) Use of vehicles restricted

- 1) It shall be unlawful for any person to drive or propel any motor vehicle over or through any park, except along and upon regularly established roadways and parking lots. The term "motor vehicle" includes, but is not limited to, automobiles, trucks, mini-bikes, go-carts, motor bikes, motorcycles or any other self-propelled motorized vehicle.
- 2) It shall be unlawful for any person to drive or propel any other vehicle including, but not limited to, bicycles or skateboards over or through any park except along and upon regularly established roadways, sidewalks, parking lots, greenways or other areas specifically designated by the Town for the use of those vehicles.
- 3) It shall be unlawful for any person to drive a motor vehicle at more than **15 miles per hour** in any park.
- 4) It shall be unlawful for any person to park or permit to be parked any vehicle anywhere on the premises of a park or greenway except upon designated parking areas.

- 5) It shall be unlawful for any person to drive, park or otherwise operate or leave unattended any type of vehicle on the premises of a Town park and recreation facility outside of the normal hours of operation or during Town authorized programs, except for Town employees conducting Town business thereon and for emergency personnel and law enforcement personnel on official business.

c) Signs

It shall be unlawful for any person to place or erect any structure, sign, bulletin board, post, pole or advertising device of any kind in any park, or to attach any notice, bill, poster, sign, wire or cord to any tree, shrub, fence, railing, post or structure within any park except as authorized by the Town Mayor or Board of Aldermen or Director of Parks and Recreation department.

d) Destruction of property

- 1) It shall be unlawful for any person to remove, dig, destroy, mutilate or deface any man-made or natural structure, monument, statue, planter, fountain, wall, fence, railing, vehicle, bench, tree, plant, sports field, natural feature or any other property in any park or in and around any building owned, leased, or managed by the town.
- 2) No person shall engage in any activity that causes damage to town owned, leased, or managed property. These activities would include, but not be limited to, golfing, metal detecting or geocaching.

e) Fireworks, firearms, or explosives

It shall be unlawful for any person to discharge firearms; possess, discharge or explode fireworks; possess or discharge incendiaries or other explosives of any kind within any park or town owned, leased, or managed property except for those contractors or law enforcement involved with activities sanctioned by the Town or where sworn duty is occurring. **Section amended 4-24-2018**

f) Animals

- 1) It shall be unlawful for any person owning or having possession, charge, custody or control of any animal to take the animal into or allow the animal to enter any public park without being under the restraint of a leash and under control at all times unless the animal is a dog and the park is designated as a dog park.
- 2) It shall be unlawful for any person to hunt, trap, catch, wound or kill or cause to be injured, treated cruelly or teased, or attempt to trap, catch, wound, kill, injure or tease any bird, animal or fish or to rob any nest of any bird or any lair, den or burrow of any animal in or upon any land owned, leased or managed by the Town unless the person is performing said activity under authorization of the Town for the purpose of removing a nuisance animal.
- 3) It shall be unlawful for any person owning or having possession, charge, custody or control of any animal in any public park to fail to clean up and properly dispose of the animal's waste discharged in the park.

g) *Selling, peddling, for profit business, etc.*

It shall be unlawful for any person to engage in soliciting, peddling, begging, or selling goods, services or merchandise, or to conduct business for profit, within the parks or recreation facilities unless written authority is given by the Town, and unless such selling, peddling or soliciting is in accordance with other applicable provisions of the Town and state and local laws and regulations.

h) *Disorderly conduct*

- 1) It shall be unlawful for any person to restrict passage of vehicles or pedestrians into or through any park area.
- 2) It shall be unlawful for any person to perform any acts that endangers the well-being of themselves or others or significantly interferes with other persons' abilities to enjoy a recreation area within any park in the Town.
- 3) It shall be unlawful for any person under the influence of alcoholic beverages, narcotics or other drugs to enter or remain in any park. **Section amended 2-18-18**

Any person or persons failing to be compliant with this section may not remain in any park area, return for at least 2 days and may be subject to penalties per Section 1.o.3

i) *Alcoholic beverages*

- 1) It shall be unlawful for any person to possess, consume or to display publicly any alcoholic beverage in any park except as permitted. **Section amended 2-18-18**

j) *Games and sports*

It shall be unlawful for any person to play football, baseball, soccer or other games of similar character in any area in any park in such proximity to playground equipment or park structures as to threaten harm or other persons using the park or cause damage to the park structures.

k) *Excavations*

It shall be unlawful for any person to make an excavation in any park for any purpose without written permission from the Town.

l) *Fires*

It shall be unlawful for any person to make or kindle a fire in any park area except in a regularly constructed or appropriate cooking grill or fire ring. It shall be unlawful for any person to leave any fire unattended or to fail to completely extinguish a fire and all the embers thereof before leaving such fire.

m) *Dumping or Littering*

It shall be unlawful to 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, refuse, debris, plant clippings, limbs or leaves in or upon any park or park land, or in any watercourse, lake, pond or slough within such park lands. All waste material must be deposited in the property waste or recycling containers.

n) Park and Facility use

- 1) During regular hours of operation, parks and facilities are open to the public and activities will be based primarily on free play by individuals or small groups.
- 2) No person, organization or team shall call, hold or organize use of a park space or facility for more than 20 people for any meeting, concert, practice, game, entertainment or other scheduled event, whether private or open to the public, without first obtaining facility rental authorization from the Town.
- 3) Scheduled activities and facility rentals will be held at various times during and outside of regular hours of operation. These activities or rentals sanctioned by the Town will *hold priority* for the use of the parks or recreation facilities over any other user or activity. Fees for rental of park or other town owned facilities and areas for scheduled events by groups or organizations are listed in attached **Schedule A**.
- 4) Camping shall be allowed in the following areas and under the following conditions: primitive camping for individuals and small groups is permitted at designated campsites only, for a period not to exceed three consecutive days and nights; overnight tent and pop-up trailer camping is permitted in rented park areas during scheduled events taking place on consecutive days.
- 5) It shall be unlawful for any person to be present on the premises of a Town park and recreation facility outside of the normal posted hours of operation, except for Town employees conducting Town business thereon, emergency personnel and law enforcement personnel on official business, and persons attending or participating in events sanctioned by the Town.
- 6) It shall be unlawful for any person to enter any portion or area of a park or rented facilities that has been, locked, posted as closed or off limits by the Town due to weather conditions, security needs, maintenance, repair, flooding, potential hazards or any other factors as determined by the Town.

o) Enforcement

- 1) Duly sworn law enforcement officers with jurisdiction within the Town of Lansing shall have the duty and responsibility to enforce this ordinance.
- 2) All Town employees shall have the responsibility to inform a person in violation of the ordinances that their actions are in violation or to contact a duly sworn law enforcement officer to report the violation, if necessary.
- 3) Violation of this ordinance shall constitute a **Class 3 misdemeanor** and subject the violator to a **civil penalty of fifty dollars (\$50.00)**.

Section 2: Enforcement of Civil Penalty

Any person, firm or corporation violating the provisions of this ordinance shall pay a civil penalty in the amount of fifty dollars (\$50.00) to the Town of Lansing Clerk within 72 hours after receiving a citation for violation. Any unpaid civil penalties shall be collected by means of a civil action in the nature of debt.

Section 3:

This ordinance shall be in full force and effect upon its adoption this 12 day of April, 2016.



Dylan Lightfoot, Mayor

Attest:



Marcy B. Little, Clerk

Schedule A
Lansing park facility rental fees
 (Adopted by Board of Alderman April 12, 2016)

Facilities/areas for rent include:

- Event tent (set up seasonally in Memorial Park)
- Memorial Park stage
- Creeper Trail Station Barn (plus a meadow area of choosing)
- Memorial Park (between H Street and Big Horse Creek, from playground to entrance near block outbuilding)
- Former Roop family home (209 S Big Horse Creek)
- Primitive campsites/Small self-contained campers

Private parties and non-profit groups

	Weekdays (M-T) half day/full day*	Weekends, holidays half day/full day
Event tent	\$40/\$80	\$50/\$100
Stage	\$40/\$80	\$50/\$100
Barn	\$125/\$175 *includes 5 tables and 30 chairs	\$125/\$175 *includes 5 tables and 30 chairs
Memorial Park	\$65 / \$130	\$100/\$200
Roop Bottom (each section listed on rental agreement)	\$40/\$80	\$40/\$80
Former Roop House	Flat Rate \$25	Flat Rate \$25
Town Hall Meeting room	Flat Rate \$25	Flat Rate \$25

Fees amended 4-24-18/ fees amended 3-12-2019

Corporate groups or for-profit events

	Weekdays (M-T) half day/full day*	Weekends, holidays half day/full day
Event tent	\$50/\$100	\$65/\$130
Stage	\$50/\$100	\$65/\$130
Barn	\$130/\$200	\$130/\$200
Memorial Park	\$100 / \$200	\$150 / \$300
Roop Bottom (each section listed on rental agreement)	\$65/\$130	\$65/\$130
Former Roop House	Flat Rate \$25	Flat Rate \$25
Town Hall Meeting Room	Flat Rate \$25	Flat Rate \$25

Fees amended 4-24-18/ fees amended 3-12-2019

*Half day is four hours, full day is ten hours

Primitive camp site rental \$10 per night (limit 3 consecutive nights)

Small, self-contained camper \$25 per night (limit 3 consecutive nights)

fee amended 2-18-18/ camper fee added 3-12-2019

Wedding Package available. Call Lansing Town Hall for pricing at 336-384-3938

Fees waived for school events, GLAD events, Lansing Volunteer Fire Department members, and board members and employees of the Town of Lansing. In-town residents and church groups are encouraged to tender donation.