

# *City of Louisville*

## *Department of Parks & Recreation*

### *Parks Rules & Regulations*

Thank you for choosing one of Louisville parks for your enjoyment. To keep our parks looking their best and for user safety, please follow these rules and regulations:

#### ***ALCOHOL USAGE***

Up to 5 hours of alcohol usage is allowed. Please note: NO glass is allowed in the parks. If the park shelter is not cleaned up after use, or if any damages occur, the renter will be assessed a fee.

Park users intending to sell alcoholic beverages or collect donations will need to apply for a liquor license in the [City Clerk's Office](#). For more information, please call 303.335.4574.

#### ***AMPLIFIED SOUND***

Amplified sound, such as a microphone, is allowed with the approval of the Director of Parks and Recreation. *No amplified sound is allowed at any of the parks after 9:00pm.*

#### ***ANIMALS***

All animals must be kept on a leash not to exceed fifteen feet in length, and under physical control of its owner.

- Owners are required to pick up after their animals.
- Owners are not allowed to ride a horse or any other animal in the park.

#### ***BALLFIELD AND TENNIS COURT RESERVATIONS***

All ballfield and tennis court reservations are scheduled through Jesse DeGraw at the Louisville Recreation Center. Please contact him at 303.335.4909 for more information.

#### ***BARBEQUE GRILLS***

None of the parks currently have grills. However, users are allowed to use their own grills. Placement of a mat or cardboard underneath the grill is requested to protect the floor surface from grease stains. Note: depositing charcoal in the park trash receptacles is prohibited.

#### ***FIREWORKS & FIRES***

No fireworks are allowed in any park without the prior written consent of the Director of Parks & Recreation.

#### ***GROUP SIZE***

The maximum number of people allowed for any park shelter reservation is 250. For groups exceeding 150, an additional charge of \$100 is assessed. Exception: the maximum number allowed at Memory Square Park is 100.

#### ***HUNTING & FISHING***

Hunting and fishing are not allowed in any park unless posted specifically for the purpose in compliance with the wildlife laws of the State of Colorado.

#### ***LIVE MUSIC PERMITS***

User groups requesting live music at park shelters must have the approval of the Director of Parks & Recreation and a valid Live Music Permit which can be obtained through the [City Clerk](#) at 749 Main Street. NO live music is allowed at Community Park unless it is city-sponsored or benefits the entire community.

### ***PARKING***

Parking spaces are limited at Cottonwood & Heritage Parks. For large groups at Heritage requiring on-street parking, a special event permit (obtainable from Meredyth Muth at City Hall—303.335.4536) is required. The cost for additional on-street parking is \$225. Please contact Peggy Jones at 303.335.4920 for more information.

### ***PROPERTY***

Please do not dig, remove or destroy any tree, plant, shrub, bloom or flower in any park.

### ***RENTAL TIMES***

The rental time (minimum of 4 hours) includes setup and cleanup time. One hour between rentals is reserved for the Park Division's staff to remove trash, etc. Renters remaining in the shelter past their rental time will be charged an additional hour fee (\$25).

### ***RESTROOM USAGE***

The parks which have restroom facilities are: Community, Cottonwood, & Heritage. These restrooms will be left unlocked until 10:00pm every day. The remaining rental parks (Annette Brand, Meadows, Memory Square, and Pirates) do not have restroom facilities of any kind (including port-o-lets).

### ***SIGNAGE***

The Parks Department will post the renter's name and timeframe at the park shelters. Renters are allowed to post additional signage if needed. All additional signage must be removed at the end of the rental time. It is recommended that renters bring their rental receipt to serve as "proof of purchase."

### ***TENTS AND/OR INFLATABLES***

Tents and inflatable structures are allowed and can be erected with the use of stakes no longer than 6 inches, sand or water weights. Inflatable structures are prohibited at Memory Square Park. Stakes longer than 6 inches are not allowed and if used may damage underground irrigation lines.

### ***TRASH AND RECYCLABLE ITEMS***

Please do not leave any trash, cans, papers or other refuse anywhere other than the receptacles provided for such use. **Glass containers are prohibited in all parks.** We encourage recycling and most of our parks are equipped with recyclable containers.

### ***VEHICLES***

Park regulations prohibit anyone driving a vehicle on to the grass for any reason. Vehicles in violation may be ticketed, or possibly towed away at owner's expense.

### ***CANCELLATION OF PARK RESERVATION***

Park shelter renters needing to cancel their reservation are required to notify Peggy Jones at 303.335.4920 at least 3 days in advance of their rental date. Changes made to existing rentals, and cancellations made more than 10 days in advance of the rental date will be assessed a 25% surcharge. Cancellations made less than 10 days in advance of the rental date will be assessed a 50% surcharge.

---

For more information, go to: [www.louisvillerecreation.com](http://www.louisvillerecreation.com) (click on Park Shelter Rentals, then on Park Rentals), or contact Peggy Jones at 303.335.4920 or [peggyj@louisvilleco.gov](mailto:peggyj@louisvilleco.gov)