

City of Concord
Parks & Recreation Department
OUTDOOR FACILITIES RULES AND REGULATIONS

Use of City Parks and Athletic Fields

The permit holder is responsible for ensuring the safety of all persons participating in their league/event, etc. as well as the protection of City property. The Permit holder is financially responsible for any damages. Most City parks open at 7 a.m. and close at 11 p.m.

1. Permit holders are restricted to the dates, times and location specified on their permit. The department may need to close a park or field due to weather conditions or poor site conditions and will communicate with the permit holder as soon as possible. In the event of closure, the city will work to reschedule the event/game or will refund permit fees.
2. Rental permits will only be issued to adults (over 18 years old) and the person signing the rental agreement is required to be onsite during the rental. An exception would be sport league coordinators who are requesting fields for the season. All reservations require adult supervision. If rental group is working with youth all state rules/laws are required to be followed (background checks, training etc.).
3. Users will be required to rent and pay for additional port-a-toilets and arrange for pick-up and delivery if their attendance is projected to exceed 75 people. We recommend one porta a toilet per 75 participants. Users will be charged for special clean up, use of City equipment, and use of City personnel. The Department may require a security deposit and police coverage.
4. **The Permit holder are required to supply trash bags and remove all trash and debris at the completion of their reservation. Trash bags are not to be left in a park, plaza, or reserved area but removed and properly disposed of by the user.**
5. Additional permits may be required for events serving food to the public, selling goods, having large tents or operating on City sidewalk or streets. Please reach out to the City of Concord's Code Administration Department for more information on these requirements.
6. Prior approval to set up a tent is required. Depending on the size of the tent, the Fire Dept. may have to inspect (possible fee) and give approval. We are required to call in "Dig Safe" to insure tent stakes do not interfere with gas or electrical lines. There is no charge for the Dig Safe service however it must be requested at least five working days prior to tent set up.
7. Organized groups/leagues requesting a permit shall provide a certificate of liability insurance endorsed to the City as an additional insured. Individuals requesting a permit that are not part of an organized league or group for profit or non-profit shall sign a **Facility Rental Agreement/Indemnification** to insure their use of City facilities.
8. Payment is due in full prior to using a facility unless prior arrangements are made. A permit limits user to the athletic field or specified area/location listed on the permit.
9. Smoking in any City park is prohibited except in designated smoking areas. Alcoholic beverages are prohibited.
10. The City is not responsible for any lost, stolen or damaged property.

Pg. 2. City of Concord, Parks & Rec. Dept. Outdoor Facility Rules & Regs.

11. Users are not to perform field maintenance without prior approval from the Parks and Recreation Department. Do not sweep or attempt to drain water from a field. Any user that causes damage to a field is financially responsible for the cost of materials and staff time to return the field to playable condition.
12. SOUND SYSTEM VOLUME LEVEL: The City's Code of Ordinances, Article 13-6, prohibits the generation of noise that exceeds a specified level when measured at the property line of the lot upon which the noise is generated, or which creates a nuisance to reasonable persons at any location.
13. The City typically does not provide softball or baseball bases on any City maintained athletic field, with the exception of Memorial Field. At Memorial Field bases are provided on Doane Diamond (baseball field), and Softball Fields A & B.
14. No metal detecting or golf is allowed in City Parks. Small holes and loose grass can cause injury for people playing sports or walking in the parks.
15. Overnight parking is not allowed in all city parks.
16. The Parks and Recreation Department programs and events have precedence over all others in reserving City athletic fields, parks, plazas, outdoor enclosure/gazebo or any specified area within a City park.
17. We follow the City/School Recreation Agreement when scheduling fields for athletic use. More information on our web site: <http://concordnh.gov/755/Rental-Information>
18. All City of Concord Ordinances must also be followed:
https://library.municode.com/nh/concord/codes/code_of_ordinances
19. The City of Concord does not allow bounce-houses or any inflatable structure in the Parks.
20. Payment of a facility permit or rental fee acknowledges receipt of these rules and regulations on behalf of the assigned group. Failing to follow the rules may result in being not able to rent one of our facilities in the future.
21. Charcoal grills are prohibited in the Parks. Only small, propane grills are permitted. Grills may not be used inside any structure.

Questions - contact Dominic Brooks, 603-225-8690, dbrooks@concordnh.gov