



Township of Egg Harbor Parks and Recreation Department

Parks & Facilities Use Policy

Adopted **March 8, 2017**

Revised **November 14, 2018**

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A. Objectives

The objectives of the Parks and Facilities Use Policy shall be to:

- Provide an adequate number of athletic fields to support the Parks and Recreation and sponsored youth organizations programs.
- Protect EHT athletic fields for safety of users and to minimize wear, prevent overuse and reduce maintenance costs.
- Provide reasonable access to use of facilities for NJ residents.

B. Purpose

The purpose of this document is to establish policies and procedures that govern the allocation and permitted organized use of Egg Harbor Township athletic fields and facilities, with the overall goal of fair and equitable distribution among all eligible users and to insure optimal maintenance of athletic fields and other recreational facilities owned and operated by the Township. The policy will outline who is eligible to receive permitted use of EHT fields and facilities and identifies the process used to allocate and schedule their usage. Factors to be considered in determining permission for use, as well as permission for type of use are: current capital improvements or rehabilitation, regular maintenance, extent of wear and tear to be caused by use, priority of use by group, coordination of uses, efficient scheduling, location and availability of facility.

C. Policy Review

The Recreation Commission and Recreation Director shall review this policy, all approvals/permits issued under this policy, and feedback from user groups, residents, and staff in December of each year.

D. Authority

The Recreation Commission is responsible for guiding the administrative policy of public parks and athletic fields as well as steering future development of facilities to serve the residents of Egg Harbor Township. Recreation Commissioners are appointed members that make policy decisions related to the use of fields and parks. The Egg Harbor Township Recreation Commission is granted authority via Township Code to set rules and regulations for use of parks as follows:

Township Code Chapter 165-4: The Recreation Commission shall be authorized to establish any other rules and regulations governing parks which it deems appropriate. [Added 2-18-2015 by Ord. No. 4-2015.]

E. Procedures

The Recreation Director, in conjunction with the Recreation Commission, reviews and approves all park use requests for the Township. The Parks and Recreation Department then works with its sponsored youth organizations and permitted groups to schedule the use of all fields and facilities located in Township parks.

1. Any organized activity must have an authorized permit for use of Township facilities and athletic fields.
2. Requests for use of Township facilities and/or fields must be made in writing using the Application for Use of Park Facilities form. Application forms can be obtained at the Parks & Recreation