

**TITLE 8: PUBLIC WAYS AND PROPERTY
CHAPTER 1: VILLAGE PARKS**

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**TITLE 8: PUBLIC WAYS AND PROPERTY
CHAPTER 1: VILLAGE PARKS**

SECTION:

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8-1-1: APPLICABILITY
This Chapter shall apply to all designated parks, Natural Areas, and Nature Preserves owned by the Village of Lincolnshire.

8-1-2: DEFINITIONS
For the purpose of this Section, the following terms, words and phrases shall be the meaning herein given. The word “shall” is always mandatory and not merely directory.

BUSINESS DAYS	Weekdays exclusive of Saturdays, Sundays and holidays.
FAMILY	All adult persons residing in the same household, whose legal residence is that household; and those minor children for whom the head of household has legal guardianship and who reside with that guardian. (Ord. No. 99-1639-23)
NATURAL AREAS	Those areas which are managed to be in a natural state to support native biological diversity.
NATURE PRESERVES	Those areas dedicated as Illinois Nature Preserves which are provided the highest level of protection by the State of Illinois. They are managed for preservation, protection and enhancement of native biological diversity. They are the North Park Natural Areas, Old Mill Woods Addition to Florsheim Nature Preserves and Florsheim Nature Preserves.
NORTH PARK SPORTS FACILITY	The active recreational area of North Park where the sports fields are located, including but not limited to the baseball diamonds, softball diamonds, soccer fields, picnic pavilion, concession/restroom/warming building with plaza, recreational skating areas, basketball courts, tennis courts, pickleball courts, playgrounds and parking lots.
PICNIC	Any outing at which persons attend as a cohesive group and partake of food or drink. The term “picnic” as used herein does not include any affair, event or activity sponsored or conducted by the Village.
SWIMMING FACILITY	The lake and sand beach area of Spring Lake Park.

8-1-3: HOURS
(Ord. Amd. 98-1582-44, eff. 7/13/98)(Ord. Amd. 98-1600-62, eff. 10/12/98)

- A. **Park Hours:** North Park and Balzer Park shall be open during the hours of 7:00 o'clock (7:00) A.M. through ten o'clock (10:00) P.M. of each day throughout each year except when at the sole discretion of the Board of Trustees, permits these park to remain open past ten o'clock (10:00) PM.

All other parks shall be open from sunrise to sunset of each day throughout each year except when at the sole discretion of the Board of Trustees, it permits a park to remain open past sunset.

It shall be unlawful for any person to be present upon the premises of any park, Natural Areas, or Nature Preserve except during the aforesaid hours. The provisions of this Chapter shall not apply to officers, agents, and employees of the Village in course of Village business. (Amd. Ord. 01-1787-45, eff. 11/12/01)

8-1-4: MOTOR VEHICLE RESTRICTIONS

- A. **Hours, Illegal Parking:** It shall be unlawful for the driver of any vehicle to park such vehicle on the premises of any park between the hours of ten o'clock (10:00) P.M. and seven o'clock (7:00) A.M. of any day throughout each year, with the exception of North Park which shall be the hours of ten o'clock (10:00) P.M. and seven o'clock (7:00) A. M. any day throughout each year. The provisions of this subsection shall not apply to any officer, agent or employee of the Village in the course of Village business or those who have been permitted special use of the parking lot by the Board of Trustees. (Ord. No. 99-1639-23)
- B. **Illegally Parked Vehicles:** The Village is authorized to have any vehicle parked in violation of this Chapter towed away and stored and the cost of towing and storing said vehicle shall be assessed against the driver or owner of such vehicle and such assessment shall be in addition to the punishment otherwise imposed under this Code.
- C. **Signs:** It shall be the duty of the Village official to cause signs to be erected in appropriate places in all parks where parking is provided, indicating the hours during which parking is prohibited therein.

8-1-5: PROHIBITED ACTS AND CONDITIONS

The provisions of this Section shall apply in all Village parks.

- A. No person shall dump, deposit feces or leave any papers, bottles, broken glass, cans, rubbish waste or other trash anywhere on park grounds, but instead shall place all such waste or trash in proper receptacles where these are provided. Where receptacles are not provided or when those provided are full to capacity, all such waste and trash or other materials shall be carried away from the park by the person or persons responsible for its presence and properly disposed of elsewhere.

- B. No person shall use or operate any loudspeaker or amplifier in any park unless prior approval has been granted by the Village. The provisions of this section shall not apply to officers, agents and employees of the Village in the course of Village business.
- C. Musical bands are prohibited in all parks; A musical band may be permitted in connection with any Village sponsored special event or activity conducted and/or authorized by the Village.
- D. No person shall construct or erect any building, tent or other structure of any kind in any park, whether permanent or temporary in character, without first having obtained a permit from the Village in accordance with all applicable provisions of the Village Code.¹ The provisions of this section shall not apply to officers, agents and employees of the Village in the course of Village Business.
- E. It shall be unlawful for any person to feed any wildlife at any Village Park, Natural Areas or Nature Preserve. This would include but not be limited to: geese and ducks. The provisions of this section shall not apply to officers, agents and employees of the Village in the course of Village Business.

Any person who violates this provision shall, upon a finding of guilty, be fined at cost as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code.

- F. It shall be unlawful for any person to remove any natural thing from the Natural Areas of any of the Village Parks, Natural Areas or Nature Preserves: this would include but not be limited to wood, plants, etc. The provisions of this section shall not apply to officers, agents, and employees of the Village in the course of Village Business.
- G. It shall be unlawful for any person to burn wood found in any of the parks. Anyone found in violation of this prohibition shall be fined at cost as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code. The provisions of this section shall not apply to officers, agents, and employees of the Village in the course of Village Business.
- H. No individual, organization, or entity of any kind shall engage in any on-premises commercial activity at any of the Village's parks, facilities park, Natural Areas, and/or Nature Preserves, except to the extent the individual, organization or entity is a qualified vendor at a community sponsored event or has a concession agreement with the Village and/or other property in the course of, as part of, ancillary to, or in support of any for-profit activity, commerce, service, business, or enterprise, regardless of whether a profit actually materializes. The prohibition herein described shall include a ban on any individual, organization, or entity (1) providing goods or services, or (2) conditioning access to any of the Village's parks, facilities, Natural Areas or Nature Preserves; in exchange for any form of consideration, except in connection with an activity operated, permitted or

¹ See Title 6 of this Code.

licensed by the Village. Nothing herein shall be construed to prohibit the display of commercial advertising only to the extent it represents recognition of sponsors for on-premises activities operated, permitted or licensed by the Village (e.g. Lincolnshire Sports Association sports activity sponsors; Village of Lincolnshire special events related sponsors).

- I. No park, Natural Areas, Nature Preserve or other property of the Village shall be used for assembling people, for loading and/or unloading buses, vans or other vehicles of any type or description, or for any other purpose in the course of or ancillary to or in support of any activity, commerce, service, business, or enterprise organized or intended to be for profit, including private camps, entertainment, and sporting organizations, regardless of whether a profit actually materializes, except as a concessionaire under license issued by, or contract with, the Village or any other provider of materials or services under a contract with, or license or permit issued by the Village.
- J. Each person using the Village's parks, park facilities, Natural Areas, Nature Preserves, and other property in violation of this Ordinance or park rules as posted in the parks, shall constitute the commission of an offense and each day on which it occurs shall additionally be considered a separate offense. A penalty for each such offense shall be imposed upon each individual, organization, or entity of any kind who commits, knowingly allows, or knowingly benefits in the course of its business or commerce from said violation or violations of this Ordinance. If more than one individual, organization, or entity, such as a bus company or driver, act in concert by contract or otherwise to commit an offense under this Ordinance, a penalty may be imposed on each offender separately without regard to any penalty imposed on the other or others under the terms of this section.
- K. It shall be unlawful for any person to bring a pet or animal, including dogs into the following parks:
- Balzer Park
 - Bicentennial Park
 - Creekside Park
 - North Park
 - Old Mill Park
 - Spring Lake Park
 - Whytegate Park

The following parks shall allow (leashed) pets or animals on designated trail areas, as the intent of these parks are passive, do not include any playground areas and/or athletic courts:

- Memorial Park
- Florsheim Nature Preserve
- Rivershire Park
- Trailhead Park

Any residents bringing pets into the above mentioned parks are responsible for cleaning up after their pet and must have their pet on a leash at all times while in the park areas.

Any person violating any provision of this Chapter, or rules or regulations as posted in any Village Park, Nature Preserve, or Natural Areas shall be fined in accordance with the applicable section of the Village Code or Illinois Compiled Statutes, for each violation.

- A. Any individual, organization or entity shall be required to comply with park, Natural Areas or Nature Preserve rules and regulations and all applicable Village ordinance as stated in this section and as posted in any Village park.

Any person violating any provision of this Chapter, or rules or regulations as posted in any Village Park, Nature Preserve, or Natural Areas shall be fined in accordance with the applicable section of the Village Code or Illinois Compiled Statutes, for each violation. This penalty shall not be exclusive, but rather, the Village reserves the right to any and all other remedies as may be available under law or equity. (Ord. 82-704-11)(Ord Amd. 99-1649-33, eff. 6/14/99)(Ord. Amd. 99-1665-49, eff. 7/12/99) (Ord. Amd. 03-1832-09, eff. 3/10/03)(Ord. Amd. 04-1897-13), eff. 5/10/04)(Ord. Amd. 09-3078-01, eff. 1/12/09)

8-1-6: RULES

- A. It shall be unlawful for any person to violate park rules as posted in the parks. (Amd. Ord. 07-2982-10, eff. 4/23/07)

TITLE 8: PUBLIC WAYS & PROPERTY
CHAPTER 1: VILLAGE PARKS
ARTICLE A: SWIMMING FACILITIES

SECTION:

8-1A-1: Swimming Times/Restrictions

8-1A-1: SWIMMING TIMES/RESTRICTIONS

Swimming shall be permitted in the beach area at Spring Lake Park only commencing on the Saturday preceding Memorial Day through Labor Day of each year.

Adult supervision is required at all times for anyone using Spring Lake Beach.

Swimmers are to swim at their own risk as lifeguards are not provided at Spring Lake Beach.

- A. Swimming at Spring Lake Park is prohibited under the following circumstances:
- Between the Tuesday after Labor Day and the Saturday before Memorial Day of each year.
 - Between sunset and sunrise of any day when swimming is otherwise permitted.
- B. The Village Manager or his/her designee shall have the authority to close the beach at their discretion.

TITLE 8: PUBLIC WAYS & PROPERTY
CHAPTER 1: VILLAGE PARKS
ARTICLE B: PICNIC AREAS

Sections:

8-1B-1: Picnic Area Restrictions

8-1B-2: Picnic Permits

8-1B-3: Fire Place Permits

8-1B-1: PICNIC AREA RESTRICTIONS

- A. A permit is required and shall be obtained for any picnic with thirty (30) or more participants. No person shall continue participation in any picnic involving thirty (30) or more persons unless a valid permit has been issued. (Ord. 82-704-11)
- B. Parking for persons attending picnics is permitted in designated parking areas only. No person shall park any motor vehicle in a designated "picnic area" or otherwise on any park Natural Areas or Nature Preserve property not designated by the Village as a "parking area". Any use of a designated parking area shall be in accordance with any and all posted restrictions and also in accordance with any direction of any Village staff or any official of the Village. Parking is not permitted in or near the area designated for picnics in subsection 8-10-2A above. (Ord. 82-704-11; and. Ord. 82-715-22; Ord. 82-729-36)(Ord. Amd. 99-1631-15, eff. 3/8/99) The provisions of this section shall not apply to officers, agents and employees of the Village in course of Village business.

8-1B-2: PICNIC PERMITS

- A. **Required Permits:** A picnic permit is required for any picnic at which thirty (30) or more persons participate as a group. A picnic permit for a group of less than thirty (30) persons is not required, but may be obtained solely for priority purposes. (Ord. Amd. 99-1631-15, eff. 3/8/99)
- B. **Application and User's Fee:** An application and user's fee as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code shall be paid upon application for a required picnic permit.
- C. **Picnic Permit Inspection:** At the conclusion of the each scheduled event, an inspection of the picnic area will be performed by Village staff to determine if the picnic area (or Village property located thereon) was damaged or was left in a littered and unsightly condition. If there are damages and/or expenses incurred by the Village as a result of said event, the permittee shall be responsible for the costs of such damage and may be invoiced for all such costs.
- D. **Permit Applications:** Only an individual person may apply for and receive a picnic permit. No permit shall be issued in the name of a corporation, partnership or other entity. A resident of the Village may apply for a permit at any time within ninety (90) business days of the proposed picnic. A non-resident may apply for a permit at any time within twenty (20) business days of the proposed picnic. All permit applications must be submitted at least ten (10) business days prior to the picnic.

The application shall be submitted to the Village in writing and shall contain:

1. The name and address of the applicant.
2. The day and hours for which the permit is desired, including the specific hour at which the picnic is to terminate.
3. The specific picnic area or portion thereof for which the permit is desired.
4. An estimate of the number of persons who it is anticipated will attend the picnic.

E. **Standards for Issuance:** The Village shall issue a picnic permit when he and/or she finds:

1. That the permittee has fully completed a written application for a picnic permit and paid any required fee.
2. That the permit application has been submitted on time and discloses that the proposed picnic will not be in violation of any picnic restrictions as set forth in Section 8B1-2.
3. That the picnic area desired has not been reserved for other use at the day and during the hours requested in the application.

F. A permittee shall be bound by all park rules and regulations and all applicable Village ordinances as fully as though the same were set forth in the permit.

G. At all times during any picnic for which a permit is required, the permit must be in the actual physical possession of the permittee whether that be the permittee or his designee. Upon request of the Village official, the permit shall be produced and exhibited.

H. No person shall disturb or unreasonably interfere with any person or persons occupying any picnic area under authority of a duly issued picnic permit. (Ord. 82-704-11)

I. The fee referred to in subsection B above does not apply to picnics sponsored or conducted by any taxing body part or all of whose boundaries are within the Village or the Special Recreation Association of Central Lake County acting in its capacity of providing recreational programs for the Village. (Ord. 82-729-36)

J. The number and location of participants, at a permitted picnic, shall be limited to the following:

North Park Concession Area	200 participants
North Park Picnic Pavilion	40 participants

The area designated for picnics in North Park is the brick and concrete area immediately adjacent to the concession/restroom/warming building where the picnic tables are located and the area directly to the north of the building.

There is also a covered picnic pavilion available to the permittee which is located on the far east end of the North Park parking lot area.

Spring Lake Park

100 participants

The area designated for picnics in Spring Lake Park is between the northwest boundary of the softball diamond and the east bank of the Des Plaines River where the picnic tables are located.

Whytegate Park

50 participants

The area designated for picnics at Whytegate Park is in the center of the park underneath the main pavilion area just northeast of the playground area.

K. Picnic permits are not required in the following parks because large group picnics are prohibited:

- **Balzer Park**
- **Bicentennial Park**
- **Creekside Park**
- **Memorial Park** (Amend Ord. 08-3029-12, eff. 03/10/08)
- **Old Mill Park**
- **Rivershire Park**
- **Trailhead Park**

L. No picnics of any kind shall be allowed in the following parks:

Florsheim Nature Preserve and the **North Park** and **Old Mill Woods** additions to **Florsheim Nature Preserve** (Amend Ord. 08-3029-12, eff. 03/10/08)

M. The Village of Lincolnshire reserves the right to restrict permits for picnics in any park or Natural Areas due to possible conflicts with Village sponsored programs or events or significant scheduled sports activities.

N. Grilling in Village parks shall be restricted to designated grilling areas only. Only Village of Lincolnshire grills may be used in Village parks unless permitted otherwise. Disposal of coals, charcoal or other related fire by-products shall be restricted to Village designated disposal containers only. Anyone igniting a grill shall completely extinguish all fires and coals prior to leaving the park.

O. An applicant may petition the Park Board for a waiver to the above and if deemed appropriate a recommendation shall be made to the Village Board who will determine if a waiver shall be granted. (Ord. Amd. 99-1631-15, eff. 3/8/99), (Ord. Amd. 03-1832-09, eff. 3/10/03) (Amd. Ord. 09-3078-01, eff. 01/12/09)

P. In the event of inclement weather, the permittee will be required to cancel any picnic reservation within a twenty-four period (24) prior to the event. The permittee may then re-schedule as needed pending availability and/or receive a full refund.

8-1B-3: FIRE PLACE/FIRE PIT PERMITS

- A. A Fire Place/Fire Pit permit is required for any person wishing to utilize the Fire Place or Fire Pit.
- B. **Application and User's Fee:** An application and permit and or user's fee as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code shall be paid upon application for a required Fire Place/Fire Pit permit.
- C. **Fire Place Permit Inspection:** At the conclusion of the each scheduled event, an inspection of the fire place area will be performed by Village staff to determine if the fire place area (or Village property located thereon) was damaged or was left in a littered and unsightly condition. If there are damages and/or expenses incurred by the Village as a result of said event, the permittee shall be responsible for the costs of such damage and be invoiced for all such costs.
- D. **Permit Applications:** Only an individual person may apply for and receive a Fire Place or Fire Pit permit. No permit shall be issued in the name of a corporation, partnership or other entity. A resident of the Village may apply for a permit at any time within ninety (90) business days of the proposed Fire Place or Fire Pit usage. A non-resident may apply for a permit at any within twenty (20) business days of the proposed Fire Place or Fire Pit usage. All permit applications must be submitted at least ten (10) business days prior to the Fire Place or Fire Pit usage. The application shall be submitted to the Village in writing and shall contain:
 - 1. The name and address of the applicant.
 - 2. The day and hours for which the permit is desired, including the specific hour at which the Fire Place or Fire Pit usage is to terminate.
 - 3. Signature of the applicant on the Fire Place/Fire Pit Usage Permit attesting that they have read and understand the conditions of the permit.
- E. **Standards For Issuance:** The Village shall issue a Fire Place or Fire Pit permit when he or she finds:
 - 1. The permittee has fully completed a written application for a Fire Place/Fire Pit permit and paid any required fee.
 - 2. The permit application has been submitted on time and disclosed that the proposed Fire Place or Fire Pit usage will not be in violation of any restrictions as set forth in the Village Code or on the permit application form.
 - 3. The Fire Place or Fire Pit area has not been reserved for other use at the day and during the hours required in the application.
- F. A permittee shall be bound by all park rules and regulations and all applicable Village ordinances as fully as though the same were set forth in the permit.
- G. At all times during any Fire Place or Fire Pit usage, for which a permit is required, the permit must be in the actual physical possession of a participant whether that be the permittee or his designee. Upon request of the Village official, the permit shall be produced and exhibited.

- H. No person shall disturb or unreasonably interfere with any person or persons occupying the Fire Place or Fire Pit area under authority of a duly issued Fire Place/Fire Pit permit.
- I. The fee requirements referred to above do not apply to Fire Place or Fire Pit usage requests by any taxing body, part or all, of whose boundaries are within the Village or the Special Recreation Association of Central Lake County acting in its capacity of providing recreational programs for the Village.
- J. The number of participants within the area permitted for Fire Place or Fire Pit usage shall not exceed 40 participants.
- K. The Village of Lincolnshire reserves the right to restrict permits for Fire Place or Fire Pit usage due to possible conflicts with Village sponsored programs or events or significant scheduled sports activities.
- L. Disposal of coals, charcoal or other related fire by-products shall be restricted to Village designated disposal containers only. Anyone igniting a grill, Fire Place or Fire Pit shall completely extinguish all fires and coals prior to leaving the park. Open fires are only permitted in the designated Fire Place or Fire Pit. Permits are not required for the operation of grills in the parks, however, all conditions listed in this paragraph apply. (Ord. Amd. 09-3091-14, eff. 4/13/09)

TITLE 8: PUBLIC WAYS & PROPERTY
CHAPTER 1: VILLAGE PARKS
ARTICLE C. VILLAGE NATURE PRESERVES AND NATURAL AREAS

Sections:

- 8-1C-1: Definitions**
- 8-1C-2: Hours**
- 8-1C-3: Nature Preserves Restrictions**

8-1C-1: DEFINITIONS

For the purposes of this Article, the following terms, words and phrases shall have the meaning herein given. The word “shall” always be mandatory and not merely discretionary.

- Non-Native Invasives** All plants, trees, shrubs, insects, or other wildlife which are not native to this region, aggressive in nature, which prohibit or limit the growth and health of native biological process or functions.
- Prescribed Fire** The management of Natural Areas through the use of planned, permitted burning to limit the development of growth of non-native invasive plants and encourage the development of native plants.
- Management Plan** The plan developed for the management and care of a Nature Preserve or Natural Areas which encourages the development of native biological diversity and healthy ecological systems.

8-1C-2: HOURS

- A. **Natural Areas and Nature Preserves Hours:** Natural Areas and Nature Preserves are open from sunrise to sunset each day throughout each year except when at the discretion of the Village when it shall be necessary to close them.

8-1C-3: RESTRICTIONS

- A. **Nature Preserves:** These areas are dedicated Illinois Nature Preserves and governed under regulations outlined by the State of Illinois and the Illinois Nature Preserves Commission. Nature Preserves shall be held to the same restrictions as outlined in Section 8-1-4 and shall also include, but not be limited to the following:
 1. No picnicking is allowed.
 2. Nature Preserve visitors are required to stay on the designated paths.
 3. No hunting or fishing is allowed in the Nature Preserves. The provisions of this section shall not apply to officers, agents and employees of the Village in the course of Village business.
 4. No fires or open burning shall take place in any of the Nature Preserves. The provisions of this section shall not apply to officers, agents and employees of the Village in the course of Village business.

5. Any individual, organization or entity shall be required to comply with Nature Preserve rules and regulations and all applicable Village ordinances as stated in this section and as posted at the Nature Preserves.

Any person violating any provision of this Chapter or rules or regulations as posted in any Nature Preserve, Natural Areas or Village Park shall be fined in accordance with the applicable section of the Village Code, Illinois Compiled Statutes or Illinois Nature Preserve Regulations for each violation. This penalty shall not be exclusive, but rather, the Village reserves the right to any and all other remedies as may be available under law or equity. (Ord. 82-704-11) (Ord Amd. 99-1649-33, eff. 6/14/99)(Ord. Amd. 99-1665-49, eff. 7/12/99) (Ord. Amd. 03-1832-09, eff. 3/10/03) (Ord. Amd. 04-1897-13), eff. 5/10/04).

- B. **Natural Areas:** Natural Areas shall be held to the same restrictions as outlined in Section 8-1-4 with the exception that individuals wishing to picnic at Rivershire Park may do so in the designated area. No picnic permits are issued for Rivershire Park. (Ord. 09-3078-01, eff. 1/12/09)

TITLE 8: PUBLIC WAYS & PROPERTY
CHAPTER 1: VILLAGE PARKS
ARTICLE D: CANOE LAUNCH RACK

Sections:

8-1D-1: Canoe Launch Rack Permit

8-1D-1: Canoe Launch Rack Permit

- A. **Fees Set:** The fees as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code are hereby established and shall be paid by persons using the Canoe Launch Rack located at Rivershire Park by the Des Plaines River.
- B. A Canoe Launch Rack Permit is required for any person wishing to utilize the Canoe Launch Rack.
- C. Use of the Canoe Launch Rack shall be for canoes, kayaks and other small water craft or vessels that are powered by one or two persons using paddles.
- D. **Permit Applications:** Only an individual person may apply for and receive a Canoe Launch Rack Permit. No permit shall be used in the name of a corporation, partnership or other entity. A resident of the Village may apply for a permit beginning in April 1st of each year. Permits are issued on a daily basis, up to three days, and on a seasonal basis for the period May 1 - October 31st annually. A non-resident may apply for a Canoe Launch Rack Permit after June 1st of each year. All permit applications must be submitted at least ten (10) business days prior to Canoe Launch Rack usage. The application shall be submitted to the Village Clerk in writing and shall contain: (Amd. Ord. 14-3327-54, eff. 03/24/14)
1. The name, address and phone number of the applicant.
 2. The signature of the applicant of the Canoe Launch Rack Permit attesting that they have read and understand the conditions of the permit.
- E. **Standards for Issuance:** The Village official shall issue a Canoe Launch Rack permit when he and/or she finds:
1. That the permittee has fully completed a written application for a Canoe Launch Rack Permit and paid the required fee.
 2. That the permit application has been submitted on time and disclosed that proposed Canoe Launch Rack usage will not be in derogation of any restrictions as set forth in the Village Code or on the permit application form.
 3. That the Canoe Launch Rack space has not been reserved for others.
- F. The permittee shall be bound by all park rules and regulations and all applicable Village ordinances, including but not limited to the following, as fully as though the same were set forth in the permit.

1. Canoe Launch Rack Permits will only be issued to residents of the Village of Lincolnshire prior to June 1. Should racks remain available, permits may be issued to non-residents after June 1. (Amd. Ord. 14-3327-54, eff. 03/24/14)
 2. Canoe Launch Rack Permits are issued on a first-come first-serve basis.
 3. A total of five seasonal permits will be issued annually. Seasonal permits are issued for the time period May 1 - October 31st annually. Any canoe, kayak, or similar vessel left on the rack after November 1st will be removed and/or discarded. The Village will not be responsible for any canoe, kayak, or similar vessel that is removed after November 1st in any given year. Only one seasonal permit will be issued per address per year.
 4. Daily permits will be issued according to availability. Daily permits are issued on a three (3) day basis. Any canoe, kayak, or similar vessel left on the rack after the permit has expired will be discarded.
 5. A permit tag will be issued to the approved applicant. This tag must be displayed on the canoe while it is on the rack.
 6. The Village is not responsible for any damage or loss associated with use of the Canoe Launch Rack, including injury to the permittee or to any person using the Canoe Launch Rack. It is the responsibility of the canoe, kayak or similar vessel owner to provide a lock or other adequate measure to ensure that the vessel is secured.
 7. The permittee, whether an individual or group for its members, officers, guests, invitees, if any, covenants and agrees that it/they shall at all times protect, indemnify, save and keep harmless the Village of Lincolnshire from and against any and all claims, costs, damage or expense arising out of or from any accident or other occurrence on or about the premises or arising from any activity under this permit, causing injury or damage to any person or property. The permittee shall sign a hold harmless and absolute release binding permittee and benefitting the Village of Lincolnshire, its officers, agents and employees. This provision shall apply irrespective of the condition of the amenity and to any acts or neglect of the Village of Lincolnshire, its officer, agents and employees.
- G. At all times during the Canoe Launch Rack usage, for which a permit is required, the permit tag must be on the actual canoe placed on the rack.
- H. No person shall disturb or unreasonably interfere with any canoe occupying the Canoe Launch Rack under authority of a duly issued Canoe Launch Rack Permit.
- I. The fee requirements referred to above do not apply to Canoe Launch Rack usage requests by any taxing body, part or all, of whose boundaries are within the Village or the Special Recreation Association of Central Lake County acting in its capacity of providing recreational programs for the Village.
- J. The Village of Lincolnshire reserves the right to restrict permits for the Canoe Launch Rack usage due to possible conflicts with Village needs. (Amd. Ord. 09-3087-10, eff. 3/9/0

TITLE 8: PUBLIC WAYS & PROPERTY
CHAPTER 1: VILLAGE PARKS
ARTICLE E: ATHLETIC FIELDS

Sections:

- 8-1E-1: Athletic Field Usage; Definitions**
- 8-1E-2: Athletic Field Usage Permits Required**
- 8-1E-3: Tennis and Pickleball Court Usage**

8-1E-1: ATHLETIC FIELD USAGE; DEFINITIONS

A. Athletic Fields in Village Parks are open to play as follows:

Spring Lake Park Baseball Field	Sunrise to sunset
Olde Mill Park Baseball Field/Soccer Field	Sunrise to sunset
North Park Athletic Fields	See 8-1E-2

B. For the purpose of this Article, the following terms shall have the meaning ascribed to them below:

ORGANIZED ACTIVITY: any game, practice or training activity for which forty percent (40%) or more of the participants shall have a reasonable expectation of engaging in a similar game, practice or training activity on three (3) or more occasions within any thirty (30) day period; or any event or activity lasting more than three (3) hours and with more than 30 participants.

8-1E-2: ATHLETIC FIELD USAGE PERMITS REQUIRED

A. North Park athletic fields are the only fields that require a field usage permit. The Village of Lincolnshire shall have first priority for use of the North Park playing fields and reserves the right to cancel or reschedule any permits for use of these playing fields at its discretion.

1. **North Park Fees Set:** The fees as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code are hereby established and ratified and shall be paid by persons using the North Park Athletic Fields located at 1025 Riverwoods Road, Lincolnshire, Illinois.
2. A North Park Athletic Field Usage Permit is required for any Organized Activity, other than those run or organized by Lincolnshire Sports Association or the Village of Lincolnshire. Any individual or organization wishing to use the North Park Athletic Fields more than four hours in any given season is required to file an application under Classification C. A separate application and criteria are required.
3. General drop-in use of the North Park Athletic Fields does not require a permit and is available on a first come, first serve basis. Drop-in use is limited to four hours and does not include any Organized Activity. A group with an approved permit shall have priority use of the North Park Athletic Fields over a group without an approved permit for the times and fields described on the permit.

4. **North Park Athletic Field Permit Applications:** Permit requests by all applicants must be submitted, not less than sixty (60) days and not more than one hundred and twenty (120) days in advance of the first date(s) requested. Permits will be considered on a first come, first served basis. Applicants will be notified approximately thirty (30) days prior to the first requested North Park Athletic Field usage date if their request is approved or not.

5. **Payment of Fees:**

- a. The Village of Lincolnshire shall charge fees and a damage/security deposit for permitted use of any of its North Park Athletic Fields. In addition to North Park Athletic Field fees there will be additional charges for lights. Usage and lights fees as established in the Comprehensive Fee Schedule set forth in Chapter 15 of Title 1 of this Code.
- b. Applicants requesting a North Park Athletic Field Usage Permit on a non-seasonal basis shall be required to pay the established fee at the time of application. Should an application be denied all fees will be refunded.
- c. A minimum of one hour is required for each North Park Athletic Field reservation but may be reserved in increments of thirty minutes after the minimum one hour period.
- d. Applicants requesting a North Park Athletic Field Usage Permit on a seasonal basis and are not an affiliate of LSA are required to apply under Classification C. See Village of Lincolnshire Field Usage Criteria for Classification C and the Field Usage Application Classification C.
- e. Applications and fees shall be submitted to the Village at the following address: Village Hall, One Olde Half Day Road, Lincolnshire, IL 60069.

6. **Damage/Athletic Field Inspection:**

- a. Athletic Field Inspection: At the conclusion of the each scheduled event, an inspection of the athletic field area will be performed by Village staff to determine if the area (or Village property located thereon) was significantly damaged as a result of usage. If there are damages and/or expenses incurred by the Village as a result of said event, the permittee shall be responsible for the costs of such damage and may be invoiced for all such costs.
- b. Any damage beyond what is considered normal wear and tear will be charged to the permit. The permit holder is responsible for all damage done to Village property as a result of their use. This would include, but not be limited to, heavy play on North Park Athletic Fields after a rain event, damage to fencing, park amenities, trash, etc.

- c. The Public Works Director, or his/her designee, may cancel any permit or deny any use in the event environmental conditions result in an increased likelihood significant damage will occur from normal use of the North Park Athletic Fields.

7. **Refund of Fees:** A refund of North Park Athletic Field Permit fees shall be made for the following reasons:

- a. If the Village of Lincolnshire believes that the North Park Athletic Field is in unplayable condition and/or may be damaged due to North Park Athletic Field conditions, no play will be allowed and a refund or a credit towards a substitute time will be issued, in the Village's sole discretion.
- b. If the group or individual provides written notification of cancellation to the Village at least twenty four (24) hours prior to the date reserved. Written notification is required for each individual North Park Athletic Field, date and time and does not apply to seasonal permits.
- c. An applicant who wishes a refund for a seasonal permit must provide a written notification of cancellation not less than one week prior to the first date requested.
- d. The Village of Lincolnshire cancels a permitted use of the North Park Athletic Fields due to a conflict with a Village use.

8. **Insurance and Waiver Forms:**

- a. All groups or organizations who perform Organized Activities and who are requesting a North Park Athletic Field Permit must provide at the time of application a certificate of insurance listing the Village of Lincolnshire as additional insured (on any CGL or umbrella policy) and a copy of the waiver form to be completed by each of its participants. This waiver shall clearly state the Village of Lincolnshire is relieved from any and all responsibility arising out of use of the North Park Athletic Fields. The certificate of insurance shall describe not less than the following coverage:
 - i. Commercial General Liability with limits of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Any aggregate limit shall apply separately to North Park;
 - ii. If applicable, business automobile liability coverage with limits of \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Such insurance shall provide coverage for any vehicles regardless of ownership; and
 - iii. All insurance provided by an applicant shall be endorsed to indicate it shall be primary to any insurance maintained by the Village for like risks, the Village's insurance being considered secondary and excess thereto. The insurance shall also contain

the standard separation of insured provision.

- b. The Village of Lincolnshire shall request the holder of the permit for an Organized Activity to provide copies of all signed waiver forms for each participant intending to use the North Park Athletic Fields.

9. **North Park Athletic Field Usage Hours:**

North Park Baseball/Softball Fields and Soccer Fields
7:00 a.m. - 10:00 p.m.*

*Except when fields are permitted for use they may be permitted to 10:00 p.m.

North Park has two lighted baseball and four lighted soccer fields.

10. **North Park Athletic Field Use Classifications**

Classification A: (Village of Lincolnshire) - The Village of Lincolnshire shall have first priority for use of the North Park Athletic Fields and, provided the Village's use conflicts with a permit for use, may cancel or reschedule any permits for use of the North Park Athletic Fields at its discretion.

Classification B: (Lincolnshire Sports Association and Affiliates) - Lincolnshire Sports Association - The Village of Lincolnshire does not provide organized sports activities for its residents. LSA fills this need through volunteer service and is recognized as providing a valuable service to the community. The Village will review, on an as needed basis, a per participant fee for LSA's use of North Park Athletic Fields. For this reason they shall have second priority for use of the North Park Athletic Fields.

LSA may wish to establish a partnership with an organization to provide assistance in supporting its programs. LSA shall enter into an Affiliate Service Contract with the Village and each partner organization (an "Affiliate"). The form of the Contract shall be approved by the Village Board.

The Affiliate shall complete a Program Proposal Form prior to entering into the Affiliate Service Contract. The Village shall evaluate the program based upon the following criteria. Those programs not meeting the criteria shall be presented to the Park and Village Board for review and approval.

Affiliate Criteria:

- a. The program shall identify a direct benefit to residents of the Village.
- b. The program shall identify a direct benefit to LSA.
- c. The Affiliate has been previously approved by the Village as an Affiliate and has complied with all park regulations and has not caused damage to the facilities.
- d. The Affiliate is offering a program similar to that which has historically been offered by LSA.
- e. Field time is available.

Copies of all agreements establishing such partnerships shall be submitted with the application.

Classification C: (Non Affiliates)

Any individual or organization wishing to use the North Park Athletic Fields that is not affiliated with the Village of Lincolnshire, LSA, or a partner with LSA, is required to apply for North Park Athletic Field usage under this classification. A separate application and criteria are required.

- a. Applications shall not be submitted less than sixty (60) days nor more than one hundred twenty (120) days prior to the start of play. Notification of field availability, if any, will not be provided until approximately 30 days prior to the start of play.
- b. The applicant cannot request North Park Athletic Field usage, in Classification C, for any programs which would be in competition with a program currently offered by Lincolnshire Sports Association.

Example: The applicant may offer programs for different age groups, different sports or more intensive competitive programs than programs provided by LSA

- c. Priority will be given to the applicant who has the highest percentage of Lincolnshire residents participating in their program. Resident participation is defined as those individuals who reside within the corporate limits of the Village of Lincolnshire and would not include participants who may be in School District 103 not residing in Lincolnshire.

The applicant must provide a certified team roster for the current program year. This roster shall identify each participant, their age, name, address and phone number. This roster shall be provided with the application.

- d. The applicant is required to provide proof of insurance which complies with Paragraph 7 above. Proof of insurance must be provided at the time of application.

- e. A program description shall be required and shall include:
 - i. The North Park Athletic Field number requested (fields are numbered and must be identified by the applicant on the application form) and size of field.
 - ii. Number of teams and ages of team members
 - iii. Number of hours of field time broken down into practices and games
 - iv. Start date and end date for each season (fall or spring)
 - v. Days and times of days requested

- f. The need for lights will be determined by the Village. The applicant will receive a listing of dates and times for lights with the final permit. Applicant will be responsible for any applicable lighting fees as herein described.

- g. Class B usage fees are required to be paid at the conclusion of the season. Class C usage fees shall be paid prior to the use of the fields. If fees are not received by this time, North Park Athletic Field usage for the remaining portion of the season will be cancelled and no refund will be provided.

- h. For each 5% of the participants who are Lincolnshire residents the North Park Athletic Field Usage Fee will be reduced by 5% until a maximum of 50% is reached.

- i. Selection for affiliate status for single events meeting the above criteria is determined by Village staff. Requests for three or more events in a single year will be determined by a recommendation from the Park Board with final approval by the Village Board. This process may take up to sixty days. The ability of the North Park Athletic Fields to support play is determined by staff. This is based on existing usage levels and the ability to keep the North Park Athletic Fields in good condition.

- j. The applicant shall require its participants to sign the standard Lincolnshire waiver form or a pre-approved equivalent waiver form. A copy of the waiver form shall be submitted at time of application. Signed copies of waivers shall be submitted for each player at the time of payment.

B. All Other Athletic Fields

- 1. Permits are not required to use the athletic fields at Spring Lake Park and Olde Mill Park. The Village may adopt policies from time to time governing the use of the facilities. These policies shall be posted at the facility in a conspicuous place.

8-1E-3: TENNIS AND PICKLEBALL COURT USAGE

A. **Court Areas:** Village of Lincolnshire Tennis Courts are available at the following parks in Lincolnshire:

Balzer Park – 4 Tennis Courts
North Park – 2 Pickleball Courts, 1 Tennis Court
Spring Lake Park – 1 Tennis Court
Whytegate Park – 4 Pickleball Courts, 1 Tennis Court

B. **Drop-In Use:** General drop-in use of Village tennis courts is available on a first come, first serve basis. Drop-in use is limited to four hours and shall not include any organized activity (i.e. leagues and/or lessons). Drop-in use is limited to one-hour when players are waiting and/or racking up.

C. **Tennis and Pickleball Court Rules:**

1. Hours of operation: 7am-10pm daily
2. Only Lincolnshire residents or their guests may rack up.
3. You must rack up in-person and be present while your racket is holding court.
4. You may not rack up on a second court while you are playing.
5. When players are waiting (racking up), court usage will be limited to a maximum of sixty (60) minutes.
6. Absolutely no bicycles, skateboards, or vehicular traffic is allowed on the courts.
7. You must have 2 people minimum to hold a court.
8. For-profit use of the tennis courts by any person or entity is not permitted including the teaching of individual and/or group lessons.
9. Private instructors found giving lessons will be asked to leave the courts immediately and may be subject to fines, per section (1-17-9) of Lincolnshire Village Code.
10. Players who do not follow the court rules may be fined up to \$500.00 for each offense, per section (1-17-9) of Lincolnshire Village Code.

*Hours of Operation for Spring Lake Park and Whytegate Park will be 7:00am to Sunset daily.

TITLE 8: PUBLIC WAYS & PROPERTY
CHAPTER 1: VILLAGE PARKS
ARTICLE F. USE OF VILLAGE HALL PROPERTY

SECTION:

8-1F-1: Use of Village Hall Property

8-1F-2: USE OF VILLAGE HALL PROPERTY

No part of the Village Hall property shall be used for fishing, swimming or skating. Signs will be erected at points designated by the Chief of Police and worded to effectively inform the public of these restrictions.