

# Park Reservation Form



## Beaver Falls Park Reservation Application

A park reservation application and fee is required for groups of all sizes to reserve space for picnics, parties, reunions and other gatherings.

Please mail or deliver completed application and payment to:

Department of Community Development  
715 15th Street  
Beaver Falls, PA 15010

## Parks Available for Rent:

(Physical addresses are for GPS purposes only. Please do not mail application to addresses below!)

**2nd Avenue Playground**  
111 8th Street  
Beaver Falls, PA

**The Falls Park**  
1301 7th Ave.  
Beaver Falls, PA

**Mt. Washington  
Playground**  
1698 12th Ave.  
Beaver Falls, PA

**37th Street Playground**  
3701 4th Ave.  
Beaver Falls, PA

**Ruhe Playground**  
2025 5th Ave.  
Beaver Falls, PA

**48th Street Park**  
4800 4th Ave.  
Beaver Falls, PA

**Lt. Calvin Smith Memorial Park**  
1008 5th Ave.  
Beaver Falls, PA

**City View Playground**  
2704 5th Ave.  
Beaver Falls, PA

**Solomon Memorial Neighborhood  
Playground**  
600 5th Street  
Beaver Falls, PA

## Questions?

Please contact Rochelle Burks, Director of Community Development for more information about reserving a park.



724-847-2800 x201  
rburks@beaverfallspa.org

### Beaver Falls Park Reservation Information

			<b>Electric?</b>	<b>Restrooms?</b>	<b>Rental Fee</b>
<b>1</b>	<b>2nd Avenue Playground</b> 111 8th Street Beaver Falls, PA 15010	<i>Pavilion</i>	Yes	Yes	\$100
<b>2</b>	<b>37th Street Playground</b> 3701 4th Ave. Beaver Falls, PA 15010	<i>Gazebo</i>	Yes	Yes	\$100
<b>3</b>	<b>48th Street Park</b> 4800 4th Ave. Beaver Falls, PA 15010	<i>Shelter, Grill</i>	No	No	\$50
<b>4</b>	<b>City View Playground</b> 2704 5th Ave. Beaver Falls, PA 15010	<i>Pavilion</i>	No	No	\$50
<b>5</b>	<b>The Falls</b> 1301 7th Ave. Beaver Falls, PA 15010	<i>Pergola</i>	Yes	No	Call for details
<b>6</b>	<b>Lt. Calvin Smith Park</b> 1008 5th Ave. Beaver Falls, PA 15010		Yes	No	\$100
<b>7</b>	<b>Mt. Washington Playground</b> 1698 12th Ave. Beaver Falls, PA	<i>Shelter</i>	No	No	\$50
<b>8</b>	<b>Ruhe Playground</b> 2025 5th Ave. Beaver Falls, PA 15010		No	No	\$50
<b>9</b>	<b>Solomon Memorial Neighborhood Playground</b> 600 Fifth Street Beaver Falls, PA 15010	<i>Pavillion</i>	No	No	\$50

<b>Park Closing Times for Events</b>	
Jan.	5:00 PM
Feb.	5:30 PM
March	7:00 PM
April	8:00 PM
May	8:30 PM
June	9:00 PM
July	9:00 PM
Aug.	9:00 PM
Sept.	8:30 PM
Oct.	7:00 PM
Nov.	5:00 PM
Dec.	4:30 PM

**Notes:**

- All parks can be rented for up to 8 hours
- Reservations must end one half-hour before park closing time
- With the exception of The Falls, an approved reservation form grants the permittee exclusive use of the structure located on the premises but not the entire park/playground

**Non-Resident Fee Info:**

**\$50.00** additional fee for non-residents

**Clean Up Responsibilities:** All waste from the event must be removed from the park and surrounding area within two (2) hours of the event's conclusion. For a disposal fee of **\$50.00**, the Department of Public Works will retrieve and dispose of all bagged waste. Bagged waste must be left in a designated location which will be communicated to you. If you choose to opt out of this service, proper trash disposal will be your responsibility.

## Beaver Falls Park Reservation Form

Contact Name \_\_\_\_\_ Date \_\_\_\_\_

**Beaver Falls Resident?**

Yes  No

*(Additional \$50 fee charged for non-residents)*

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Home phone # \_\_\_\_\_ Cell phone # \_\_\_\_\_

Email address \_\_\_\_\_

**Please indicate which park or playground you wish to reserve**

2<sup>nd</sup> Ave. Playground  37<sup>th</sup> Street Playground  48<sup>th</sup> Street Park  City View Park

The Falls  Lt. Calvin Smith Park  Ruhe Playground

Solomon Memorial Neighborhood Playground  Mt. Washington Playground

**Requested event date:** \_\_\_\_\_

*(Please call 724-847-2800 x201 to check date availability)*

**Arrival/Set-up time** \_\_\_\_\_ **Departure time** \_\_\_\_\_

*(Maximum reservation time = 8 hours including set-up and clean-up. Clean-up for reservations must be completed ½ hour before park closing time)*

# of guests expected \_\_\_\_\_

Purpose of the gathering / Name of event \_\_\_\_\_

Is electricity requested?  Yes  No

If yes, what items will require electricity? \_\_\_\_\_

Music?  Yes  No

Describe (i.e. Bluetooth Speaker, DJ, Live band, etc.): \_\_\_\_\_

Decorations or signage?  Yes  No

Describe: \_\_\_\_\_

Describe the content of the event in the box below:

**Clean Up Responsibilities:** All waste from the event must be removed from the park and surrounding area within two (2) hours of the event's conclusion. For a disposal fee of **\$50.00**, the Department of Public Works will retrieve and dispose of all bagged waste. Bagged waste must be left in a designated location which will be communicated to you. If you choose to opt out of this service, proper trash disposal will be your responsibility.

I agree to pay the additional \$50.00 trash disposal fee and will leave all bagged waste at the designated area for pick-up by the end of my reservation time

I refuse the City's trash disposal service and will dispose of all event-related trash in a proper and timely manner

---

### **Payment Information**

Payment must be received at the Beaver Falls City Building within **five business days** of making your reservation.

Dates will not be held beyond the five-day payment deadline.

**\*\* Failure to observe this deadline will result in the cancellation of your reservation. \*\***

Payment can be made with cash or credit card.

Credit cards will be charged a service fee of 2.35% with a minimum of \$2.00

---

Return the completed Park Reservation Form and signed Indemnification, along with payment to:

ATTN: Rochelle Burks  
City of Beaver Falls  
715 15<sup>th</sup> Street  
Beaver Falls, PA 15010

**Please note:** The individual submitting the application will be responsible for the group's actions and will ensure that the rented area is returned to its pre-event condition prior to leaving.

### **Indemnification**

I, \_\_\_\_\_, agree to indemnify, defend and hold harmless the City of Beaver Falls, its employees, elected officials, department heads, heirs, executors, and administrators against and from any and all demands or claims on liability of every nature whatsoever, including but not limited to damages of property and/or accidents or injuries to and death of persons, arising directly or indirectly from or in any way connected to or with the use and occupancy in or about the lands of the parks of Beaver Falls and their facilities, regardless of whether such claims are premised upon the omissions or negligence of the City of Beaver Falls or any other germane entity of individual.

In addition, I have read and agree to abide by all Regulations and Conditions found on the following pages of this application which govern park use as well as the related Ordinance No. 4097. I understand that I will be required to reimburse the City of Beaver Falls for all damages beyond normal usage.

---

**Signature**

---

**Date**

## Beaver Falls Park Regulations & Conditions

1. The Department of Community Development reserves the right to cancel reservations due to extreme weather conditions or other emergencies. If this occurs, Department staff will assist you with finding an alternate date. If an alternate date cannot be arranged, the Department will refund the fee paid.
2. If the Permittee needs to cancel the reservation, they must alert the Department of Community Development in writing within two weeks of the event date to avoid a cancellation fee. No refund will be offered.
3. Permits will not be issued if they conflict with City activities or events.
4. The use of confetti and devices that dispense such materials or paints (i.e., gender reveals) is strongly discouraged. If you utilize such materials, you must come prepared to clean up the area or be invoiced for additional clean up.
5. Please schedule enough time to conduct your event, including set-up and clean-up. No set-up time will be allowed prior to the start time on your reservation permit.
6. The person named on the Indemnification is responsible for all clean-up of the area(s) both during and after the event. The area(s) used must be left in the same condition as it was found prior to the event. Failure to report damage or restore the area(s) to its pre-event condition may result in additional fees or loss of future permit privileges. The most common types of billable damage costs are: excess litter and debris; damage to pavilions, restrooms, buildings, trees and shrubs; and turf damage from vehicle and pedestrian traffic.
7. Unless the Permittee pays for the City event trash disposal service (\$50) they are responsible for the removal of all garbage, trash and litter created by the event. Small items of trash can be placed in park garbage cans. Please make certain that someone from your group is assigned to remove trash and decorations after your event.
8. Available parking is limited and cannot be held exclusively for your group. Parking on lawn areas is not permitted.
9. Access for other park visitors must not be restricted or impeded. Approval of this reservation form is authorization for your event to take place in a specific park location and does not grant exclusive use of the entire park.
10. The Permittee is responsible for the behavior of all guests attending the event. Profanity, violence or any other inappropriate behavior towards City staff members or park patrons will not be tolerated. Guests must comply with any request made by City staff.
11. The use of staples, nails or tacks to hang decorations or signage is not permitted. The posting of directional signage is permitted but must be removed promptly after the event.
12. Profit-making activities are strictly prohibited.
13. Fires, fireworks/sparklers, candles, torches and other sources of open flame are not permitted (except for grills and Sternos).
14. Discharge of firearms, BB guns, pellet guns and bows is prohibited.

CITY OF BEAVER FALLS  
ORDINANCE NO. 4097

AN ORDINANCE OF THE CITY OF BEAVER FALLS, BEAVER COUNTY, PENNSYLVANIA, AMENDING ORDINANCE 1714, ADOPTING, DEFINING AND ESTABLISHING REGULATIONS FOR THE USE OF THE PLAYGROUNDS AND PARKS OWNED AND OPERATED BY THE CITY OF BEAVER FALLS; REQUIRING A PERMIT FOR SPECIAL USE THEREOF; PROVIDING FOR THE ADOPTION OF A FORM OF APPLICATION AND PERMIT TO BE USED FOR SUCH PURPOSE AND THE LEVYING OF A FEE THEREFORE; AND PRESCRIBING PENALTIES FOR VIOLATION.

BE IT ORDAINED AND ENACTED by the Council of the City of Beaver Falls, and it is hereby ordained and enacted by virtue of the authority of the same as follows:

SECTION 1. Definitions. As used in this ordinance, the following terms shall have the meanings indicated, unless a different meaning clearly appears from the context:

City – the City of Beaver Falls.

Council – the Council of the City of Beaver Falls.

Park – a park owned and operated by the City of Beaver Falls, including, without limitation, the park located at the intersection of 13<sup>th</sup> Street & 7<sup>th</sup> Avenue, the gazebo located in the park and playground located at the intersection of 37<sup>th</sup> Street & 4<sup>th</sup> Avenue, Lt. Calvin Smith Memorial Park located at the intersection of 11<sup>th</sup> Street and 6<sup>th</sup> Avenue and Solomon Playground located at the intersection of 5<sup>th</sup> Street and 6<sup>th</sup> Avenue, Ruhe Playground located at 20<sup>th</sup> Street and 5<sup>th</sup> Avenue, 48<sup>th</sup> Street Park at 4<sup>th</sup> Avenue and 48<sup>th</sup> Street, 2<sup>nd</sup> Avenue Playground located at 1<sup>st</sup> Avenue and 8<sup>th</sup> Street, CityView Playground located at 5<sup>th</sup> Avenue & 27<sup>th</sup> Street and Mount Washington Playground located at 12<sup>th</sup> Avenue and 16<sup>th</sup> Street.

Playground – a playground owned and operated by the City of Beaver Falls.

Person – any natural person, corporation, organization of persons, company, association or partnership.

Rules and Regulations – any rules and regulations hereby or hereafter promulgated by the Council of the City of Beaver Falls under the provisions hereof.

Section 2. Playground and Park hours. Playgrounds and Parks shall be open daily to the public at such hours as the Council may from time to time designate, but in no event shall any person be permitted to be in attendance in a Playground between dusk and dawn, prevailing time, unless special permission be granted by the Council and in no event shall any person be permitted to be in attendance in a park between dusk and dawn, prevailing time, unless special permission be granted by the Council.

**Section 3. Prohibited Conduct.** No person, in attendance at a Playground or Park shall:

- A. Injure, deface, remove, cut or damage any of the trees, plants, shrubs, turf, structures, signs or fixtures, or any other property of the City located within the Playground or Park.
- B. Litter any area of the Playground or Park with garbage, paper, bottles, cans or other waste materials; nor dispose of the same in any way except in receptacles designated for such purpose.
- C. Remove or relocate any fixture, bench, seat or other appliance without permission of the Council.
- D. Injure, deface, destroy or remove any notice, rule or regulation posted at any place within the Playground or Park by authority of the City; nor shall any notice or placard be posted within the Playground or Park other than by authority of the City.
- E. Bring onto the premises, possess or consume any alcoholic beverage, unless permitted by city issued permit, or illegal drugs of any kind; no person shall enter the Park or Playground in an intoxicated state or otherwise be under the influence of alcohol or illegal drugs.
- F. Disturb the peace by any conduct so as to annoy any other person using the Playground or Park or in the vicinity thereof.
- G. Operate or play any mechanical device, radio, phonograph, tape player, sound amplifying or similar electronic device in such a way as to disturb the peace of any person using the Playground or Park or in the vicinity thereof.
- H. Use threatening, abusive, insulting, profane or obscene language or words.
- I. Commit any disorderly or immoral acts.
- J. Bring onto the premises any pet or animal.

**Section 4. Penalties.** Any person who shall violate any provision of this ordinance, shall, upon conviction thereof, be sentenced to pay a fine of not more than Three Hundred Dollars (\$300.00) and/or be subject to imprisonment for a term not to exceed ninety (90) days.

Section 5. Permits. A. Permits for special events in Playgrounds and Parks shall be obtained by filing an application to the Director of Community Development in accordance with the following procedure:

1. A person seeking issuance of a permit hereunder shall file an application stating:
  - (a) The name and address of the applicant.
  - (b) The name and address of the person, persons, corporation or association sponsoring the activity, if any.
  - (c) The day and hours for which the permit is desired.
  - (d) The Playground or Park or portion thereof for which the permit is desired.
  - (e) Any other information reasonably necessary to make a determination as to whether a permit should be issued hereunder.
  
2. Standards for issuance of a permit shall include the following findings:
  - (a) That the proposed activity or use of the Playground or Park will not unreasonably interfere with or detract from the general public's enjoyment of the same.
  - (b) That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation.
  - (c) That the proposed activity or uses that are reasonably anticipated will not include violence, crime or disorderly conduct.
  - (d) That the proposed activity will not entail extraordinary or burdensome expense or police operation by the City.
  - (e) That the facilities desired have not been reserved for other use on the date and hour requested in the application.

B. Appeal. Within ten days after the receipt of an application, the Director of Community Development shall inform an applicant in writing of the decision to grant or deny a permit; in the event of a denial, the notification shall include the reason for the denial. Any aggrieved person shall have the right to appeal to the City Council by serving written notice thereof on the City Manager within five working days of said refusal.

The City Council shall decide within ten days from receipt of the appeal by the City Manager, or at its first meeting after the appeal, whichever is later. The decision of the City Council shall be final.

C. A permittee shall be bound by all Playground and Park regulations and all applicable ordinances fully as though the same were inserted in said permits.

D. An applicant for a permit may be required to submit evidence of liability insurance covering injuries to members of the general public arising out of such permitted activities in such amounts as may be from time to time determined prior to the commencement of any activity or issuance of any permit.



E. Revocation. The City Council shall have the authority to revoke a permit upon a finding of violation of any regulation or ordinance or upon good cause shown.

Section 6. Application. The City Council shall adopt by resolution the form of application and permit to be issued and issued hereunder and shall levy by resolution a fee for the issuance of such permit.

Section 7. Repealer. All ordinance or parts of ordinances which are inconsistent herewith, are hereby repealed.

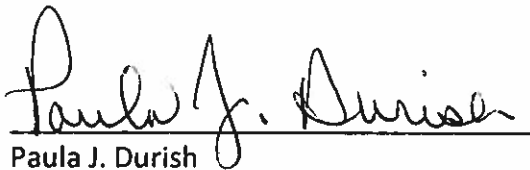
Section 8. Severability. If any sentence, clause, section, or part of this ordinance is for any reason found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this ordinance. It is hereby declared as the intent of the Council that this ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section or part thereof not been included herein.

Section 9. Effective Date. This Ordinance shall take effect immediately upon final passage.

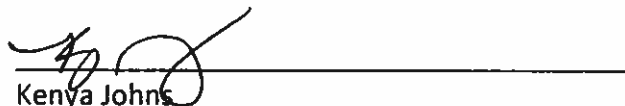
PASSED AND ADOPTED BY THE COUNCIL of the City of Beaver Falls, this 25th day of April, 2023.

ATTEST:

CITY OF BEAVER FALLS:



Paula J. Durish  
City Clerk



Kenya Johns  
Mayor