

## A. PARKS & WATERWAYS (Chapter 919 and 921, Columbus City Code)

### 1. Park Permits

A permit is required for all scheduled use of public parks attracting more than 10 people. The CRPD Permit & Rental Services Office issues Special Activity Permits to individuals and organizations conducting picnics, weddings, reunions, revivals, and events at public reservoirs. Typically events with less than 500 participants obtain a Special Activity Permit. Contact the CRPD Permit & Rental Services Office at 614-645-3337 to obtain a Special Activities Permit application.

The Special Event Permit (**Appendix A**) is issued by the CRPD Office of Special Events when event attendance is expected to exceed 500 and where activities such as food vending, merchandise sales, concerts, fireworks, fundraising, exhibits, or alcoholic beverage sales are planned. Frequently these events are marketed citywide or regionally and involve extensive planning and coordination of multiple city-services. Special Event Permits are only issued for events held within city parks. To be considered for a Special Event Permit, the applicant must:

- Submit a \$100 application fee to Recreation and Parks to obtain a park reservation (Applicants requesting to use more than one park for a single event will only be required to submit one Special Event Permit fee).
- Submit a completed Special Event Permit application to the CRPD Office of Special Events, detailed site plan, insurance documentation and the balance of any facility rental fees owed 30 days prior to the event.

**Special Event Permit – Rec & Parks** **\$100.00**

### 2. Marine Event Permits

A Marine Event Permit is required when an applicant desires to use a publicly controlled body of water within the City of Columbus. Payment must be made to secure a reservation for the waterway and an application (**Appendix P**) for a Marine Event Permit must be submitted to the CRPD Permit & Rental Services Office 30 days prior.

**Marine Event Permit – Rec & Parks** **\$25.00**

**Additional dates (more than 5 dates - \$10.00 each)** **\$10.00**