Wayne County Parks
Picnic Permit Information

THE OPENING DAY OF PERMITS FOR 2017 is NOVEMBER 7, 2016 at 7:00 a.m.
***Please note that our office will be closed on November 8 for Election Day!**

General Information

The opening day for applying for a park permit for the 2017 season (May 1 -September 30) is **Monday, November 7, 2016.** Our office will open at **7:00 a.m.** that day.

Please keep the following in mind as you plan for your park permit:

1. All permit fees must be paid in full in order to reserve an area and will be accepted on a first come, first served basis. We accept cash, checks and credit cards (Visa and MasterCard only). We cannot hold or "pencil in" dates. **ONLY ONE PERMIT PER PERSON WILL BE ISSUED IF OTHERS ARE IN LINE.**

2. Mail in reservations will be processed on Wednesday, November 9, 2016. No phone or mail in registration will be taken on November 7.

3. There is a $5 administrative fee each time a permit holder changes an area and/or date. It is strongly recommended that an area is seen before it is booked. The permit holder has up to **30** days before the activity date to make changes.

4. Wayne County Parks reserves the right to book areas for special events. Please note that events may be added or deleted prior to November 7, 2016.

5. **New for 2017** – All events open to the public (runs/walks/festivals, etc.) must be pre-approved by filling out a special events application. Call Kim at (734) 261-9087 or email khealy@waynecounty.com for a copy of the special event application.

Office Location

The Wayne County Parks Offices are located at 33175 Ann Arbor Trail in the Nankin Mills building. We have parking lots on Ann Arbor Trail and Hines Drive.

Office Hours

Monday-Friday: 8:00 a.m.-4:30 p.m.
Saturday: 9:00 a.m.-4:00 p.m.

Mailing Address

Wayne County Parks
33175 Ann Arbor Trail
Westland, MI 48185
Phone: (734) 261-1990

Permit Fees

Picnic Areas (uncovered areas)	$25
Picnic Shelters (unless noted)	
Wayne County residents	$125
Non Wayne County residents	$150
Northville Shelter #1 (WC resident)	$85
(non-resident)	$110
Northville Shelter #2 (WC resident)	$75
(non-resident)	$100
Wilcox Shelter (WC resident)	$100
(Non-resident)	$125
Ball Diamond	$25
(Diamond free w/shelter or area rental)	
Volleyball Court	$25
(Northville Rec. Area only)	
Elizabeth Park Bridge #1	$25

Elizabeth Park Bridges #2 & #3 with gazebo – NOT AVAILABLE IN 2017 due to construction.
*We can put you on an email list for updates as we anticipate the work will be completed in mid-2017.

For reservations of the Elizabeth Park Chateau on the River (formerly the Shelter Building) or Tourist Lodge, please call Kosch Catering at (248) 608-0690 or visit www.koschcatering.com.

Picnic Shelters available in 2017

Shelter	Location	City	Shelter Capacity	Electricity	Ball Diamond
Bell Creek	Five Mile and Inkster	Redford	100	Yes	Yes
Colonial Park	Inkster Road, north of Michigan	Inkster	25	NO	Yes
Elizabeth Park – Area A Shelter	West Jefferson, south of West Rd.	Trenton	50	Yes	NO
Elizabeth Park – Rivers Edge	West Jefferson, south of West Rd.	Trenton	100	Yes	NO
Hines Park – Cass Benton	Hines Drive between 6 and 7 Mile	Northville	100	Yes	NO
Hines Park – Gunsolly Mill	Hines Drive, east of Wilcox Road	Plymouth	50	NO	NO
Hines Park – Helms Haven	Hines Drive, west of Outer Drive	Dearborn Hts.	100	Yes	Yes
Hines Park – Merriman Hollow	Hines Drive, west of Merriman	Westland	100	Yes	Yes
Hines Park –Nankin Mills #1	Hines Drive, east of Ann Arbor Tr.	Westland	200	Yes	Yes
Hines Park – Nankin Mills #2	Hines Drive, east of Ann Arbor Tr.	Westland	50	Yes	Yes
Hines Park – Northville Shelter #1	Hines Drive between 6 and 7 Mile	Northville	100	NO	Yes
Hines Park – Northville Shelter #2	Hines Drive between 6 and 7 Mile	Northville	25	NO	Yes
Hines Park – Parkland	Hines Drive, west of Ford Road	Dearborn Hts.	100	Yes	NO
Hines Park – Parr	Hines Drive, west of Telegraph	Dearborn Hts.	100	Yes	Yes
Hines Park – Perrin	Hines Drive, west of Inkster	Westland	50	Yes	Yes
Hines Park – Plymouth Riverside	Hines Drive, west of Haggerty	Plymouth	100	Yes	NO
Hines Park – Sumac	Hines Drive, west of Newburgh	Livonia	50	NO	NO
Hines Park-Warrendale	Warren Avenue, east of Telegraph	Dearborn Hts.	100	Yes	NO
Hines Park –Waterford Bend	Six Mile and Northville Road	Northville	100	Yes	Yes
Hines Park – Wilcox	Hines Drive, west of Wilcox	Plymouth	50	NO	NO
Inkster Park	John Daly &Michigan Ave.	Inkster	100	Yes	Yes
Kinloch Park	Six Mile and Kinloch	Redford	25	NO	NO

*We will not be renting bridges #1 and #2 at Elizabeth Park until construction on the new greenway has been completed. To be placed on a waiting list, please email Kim at khealy@waynecounty.com

*For reservations of the Elizabeth Park Chateau on the River (Formerly the Shelter Building) or Tourist Lodge, please call Kosch Catering at (248) 608-0690 or visit www.koschcatering.com.

*Please note that the Perrin Shelter is not available until after 3:30 p.m. on Saturdays due to the Saturday in the Park program.

Please note that we will NOT be issuing athletic league permits on Monday, November 7. If you need info on reserving fields for soccer, softball, volleyball or any other athletic leagues, call Scott at (734) 261-5949 or email him at smaher@waynecounty.com

PARK PERMIT RULES

Vehicles-It is understood that items stored in vehicles such as refreshments, equipment, supplies, etc. will be dispensed free of charge to the members of your group. Vehicles are prohibited from parking on or driving on the turf.

Park Capacity –Please be aware that most of our shelters have a capacity of 100 people. There will only be enough parking and picnic tables for 100 people. At this time, we cannot accommodate groups larger than this. The only shelter with larger capacity is Nankin Mills, which can accommodate 200 people. If you are expecting more than 200 people at Nankin Mills, you must rent out both shelters for parking reasons.

Electricity-Most restrooms and shelters are equipped with electrical outlets (only 20 amps or 110 volts). There is no additional charge for electrical or water, therefore **service is not a guarantee**. The Gunsolly, Kinloch, Colonial, Sumac, Wilcox and Northville Shelters do not have electricity at this time even though there are outlets. Please note that crockpots and moonwalks will blow out the electricity. For those items, it is recommended you use a generator.

Public Address Systems-Amplified music is not allowed. **BANDS AND DJ's ARE NOT ALLOWED!**

Signs-Temporary signs may be placed for directions and/or designating your park area. No advertisements, circulars, notices, statements or designs shall be displayed or distributed without permit. All signs must be removed after your event and must not be attached to trees.

Alcoholic Beverages-Beer is the only beverage allowed in park areas. Beer in a bottle or can is allowed without a permit. Keg beer is allowed only by permit only (no additional fee).

Special Requests-All special requests, such as moonwalks, dunktanks, pony rides, fundraising activities, etc. must be approved in advance by the Recreation Division. All information pertaining to this request (i.e. copy of site map, copy of original request and proof of insurance) must be attached to the permit along with insurance naming Wayne County Parks as additionally insured. **No exchange of money is to take place in the parks.**
****For special events open to the public, please call Kim at (734) 261-9087 or email khealy@waynecounty.com for a special events permit application.**

Rain Dates-No rain dates will be given. Area is reserved for permit holder rain or shine. If Park staff determines that the area is not accessible due to flooding, another available date will be reserved within the same calendar year at no additional cost. **NO REFUNDS!**

Permit Change-An additional fee of $5.00 will be assessed for any change in activity date, park area, and/or athletic field once the permit has been issued. Permit holder has up to **30** days before the activity date to make changes.

Cancellation Notice-A cancellation of a permit will result in the forfeiture of the entire permit fee. NO REFUNDS!

Picnic Tables-The number of picnic tables in a given area cannot be guaranteed. **MOVING OF PICNIC TABLES FROM ONE PICNIC AREA TO ANOTHER IS PROHIBITED.** We do not provide extra tables.

Public Areas-A picnic permit does NOT give permit holder exclusive rights to playground equipment, basketball courts or tennis courts. These areas are open to the public and cannot be reserved.

Pets – WC Parks rules require all dogs must stay on a leash.

Bathrooms – Please be aware that the bathrooms will be locked by 8:00 p.m. each night. The park is open from dawn to dusk.

Clean up and Damage – Please be aware that our maintenance staff does not come in until 7:00 a.m. They will get to your site as soon as possible.

Improper clean up and/or damage is a violation of the park rules. The permit holder is responsible for clean up and/or damage costs. The Wayne County Sheriff's Department will enforce all park rules. The phone number for Park Patrol-Wayne County Sheriff is (313) 224-7107.

Saturday in the Park/Road Closure Info Alternate routes for picnic areas

Wayne County Parks is the proud sponsor of a popular program to provide a safe place to run, walk, cycle and skate. **SATURDAY IN THE PARK** runs every Saturday from the first Saturday in May through the last Saturday in September from 9:00 a.m.-3:30 p.m. Six miles of Hines Drive will be closed to traffic from Ann Arbor Trail to Outer Drive. If you have a picnic scheduled during Saturday in the Park or if the park is closed due to flooding between Ann Arbor Trail and Outer Drive, please be aware of the alternate route to your picnic and give your group directions.
For all the following areas, you must go around the first set of barricades to get to your picnic site. You must not go around the second set of barricades.
Perrin Park – Located on Hines Drive, west of Inkster Road. This area is not accessible until after 3:30 p.m. on Saturdays.
Warrendale Park-Located on the north side of Warren Road, ½ mile east of Telegraph
Merriman Hollow Park-Entrance is located on the west side of Merriman Road between Warren Road and Ann Arbor Trail.
Nankin Mills Park-Entrance is located 300 feet east of Ann Arbor Trail on the south side of Hines Drive.
Parr Picnic Park-Entrance is off Woodbine Road. Woodbine is located on the south side of Ann Arbor Trail 100 feet west of Telegraph Road.
Helms Haven Park-Entrance is located west of Outer Drive on the south side of Hines Drive.

TENTATIVE SCHEDULE OF EVENTS - 2017
Wayne County Parks

Wayne County Parks sponsors several special events throughout the year in various Wayne County Parks locations. This tentative schedule of events, so please call before attending an event.

EVENT	DATE & Time	LOCATION
Saturday in the Park	May 6-September 30 9:00 a.m.-3:30 p.m.	Hines Drive from Ann Arbor Trail to Outer Drive
Fishing Derby	June 10	Waterford Bend Park
Redford Festival	TBD	Bell Creek Park
Senior Picnic	June 24	Nankin Mills Park
Mud Day	July 11	Nankin Mills Park
Roar on the River	July 14-16	Elizabeth Park
New Country on the River	July 29	Elizabeth Park
Jazz on the River	August 5-6	Elizabeth Park
Cruisin' Hines	August 27	Hines Park
Somewhere in Time	September 17	Elizabeth Park
Native American Heritage Day	September 23	Nankin Mills Park
Heroes on Hines	September 30	Haggerty Park

Wayne County Park System
2017 Park Permit Application Form

If you are coming to our office on Monday, November 7, 2016 to obtain a permit, please fill out this form and bring it with you. If you prefer to mail in your request, enclose completed application form and check/money order payable to Wayne County Parks to: Wayne County Parks, Attn: Park Permits, 33175 Ann Arbor Trail, Westland, MI 48185. ALL MAIL IN APPLICATIONS WILL BE PROCESSED ON NOVEMBER 9, 2016.

Name of Company/Group_____

Contact Person_____

Address_____

City, State, ZIP_____

E-Mail Address:

Home Phone _____Business/cell phone_____ _____

Group Size_____ Approximate times of your picnic: From _____a.m. to _____p.m.

First choice of site_____ _First choice of date_____

Second choice of site_____ Second choice of date_____

Do you need a ball diamond?_____Do you need a sand volleyball court? (Northville Rec. only)_____

*Moonwalks, dunk tanks, pony rides and other special requests must be approved in advance and the permit holder must provide a copy of one million dollar liability insurance policy naming Wayne County Parks additionally insured.

*Events open to the public (Fun run/walk/festival, etc.) must be pre-approved by Parks Administration. Call Kim at (734) 261-9087 or email khealy@waynecounty.com for an application.