## Northville Parks and Recreation Department Town Square Use Policy

Northville Town Square Park is a public leisure area/open space located in Downtown Northville on the south side of Main Street between Center Street & Hutton Street. The area is open to the general public throughout the year. The square is equipped with several tables and chairs for use by the general public.

## General Rules:

- 1) With the exception of any event designated a "Special Event" as defined by Northville City Ordinance, Town Square may not be rented for private functions which unreasonably disrupt or interfere with the general public's use. Any renters utilizing this space must have a completed rental agreement approved and on file with the Northville Parks and Recreation Department.
- 2) Tables and chairs located in Town Square are to be used on a first-come, first-serve basis and shall not be reserved for future use. Tables and chairs may be moved briefly but in any event shall be moved back to their normal positions as soon as possible.
- 3) Between late May and early October, Town Square may have a platform stage erected under the shelter. The stage area can be rented for private functions that do not unreasonably disrupt or interfere with the general public's use.
- 4) Any event which does not have a completed and approved rental agreement with the Northville Parks and Recreation Department on file may be stopped immediately.
- 5) Due to the presence of underground heating coils, no heavy equipment or vehicles are permitted on the brick pavers and no stakes may be used to stabilize an erected tent or temporary structure.
- 6) Alcohol is not permitted within Town Square without an approved special liquor license issued through Northville City Hall.
- Outside equipment such as grills, tents, tables, chairs, etc. are not permitted without prior approval from the Northville Parks and Recreation Department or an approved special event application from the City of Northville.
- 8) All events in Town Square must end by 11:00 p.m.
- 9) There is no smoking allowed in Town Square at any time.

For additional information, please contact the Northville Parks and Recreation Department at (248) 349-0203 during normal business hours; Monday thru Friday from 8:00 a.m. – 4:30 p.m.

Adopted by Northville City Council on September 16, 2013