

# Village of Penn Yan

## Office of Parks and Recreation



*on Keuka Lake*

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April 1, 2022

Daniel D.P. Doyle, Recreation Director

Dear Pavilion Renter,

Thank you for utilizing one of the Village of Penn Yan's beautiful parks for your gathering. I have decided to develop this informational packet in an effort to help you with any questions that you may have.

### RED JACKET PARK:

- I feel it is important to point out that this pavilion is an outside structure with no insulation. Even though our maintenance staff will clean the facility before each use, there will still be signs of wear and dirt on the wood floor. It is under constant renovation, but due to finances, these improvements have been slow. I issue these warnings because in the past we have had people who thought it would be less rustic and called to voice their concerns.
- Recent improvements include replacing the roof 16 years ago. In the last seven years, with the help of The Birkett Mills, we have made extensive improvements. The village has also improved the lighting and electrical service and the 2012 Park Renovation Project is complete. This project included the new bathhouse, new grass and the improved parking lot!
- There is a new playground at Red Jacket in 2017, which was purchased and installed by the Penn Yan Lion's Club along with assistance from the Penn Yan Elks Lodge.

### INDIAN PINES PARK:

- This is an open-air pavilion with an asphalt floor. Electric and lighting have been updated for the 2017 summer season.
- The roof was replaced on this pavilion in the Summer of 2021.
- This facility, in the past, was always a "first come/first serve" facility. Since the 2016 summer season, we are allowing groups to rent the pavilion. It will be signed and labeled for all to see the new reservation policy. Your parties name will be posted the day you have it rented to alleviate any confusion.
- The Playground was built in 2010. The bathrooms received a facelift in the spring of 2017.

Each year we have comments about the geese and their droppings in the park. This ongoing battle to control the resident geese population is never-ending. This is a problem throughout New York State and we have been in contact with the NYS Department of Health and the NYS Department of Environmental Control. To this date, we have no solution to the problem. Our maintenance staff, throughout the week, spends hours each day shoveling and cleaning the parks of the goose droppings. Due to staffing constraints, we do not have enough personnel to work weekends to clean up after these birds. Please understand that there will be goose droppings in the parks not only on weekdays, but especially on weekends. We ask that you do your part to help us out by **NOT FEEDING THE GEESE**.

Throughout the years, I have received many questions and comments about our rental policies and rules. On the back of this letter is a list of rules and regulations that may answer any question that you may have. If you have any further questions, please feel free to contact me via phone or email and I will do my best to assist you. I hope your experience in our parks is a positive one and we welcome any feedback you may have for us to make it better in the future.

Sincerely,

Daniel Doyle  
Recreation and Facilities Director

# VILLAGE OF PENN YAN

## RECREATION AND FACILITIES DEPARTMENT

### PAVILION RENTAL PERMIT

No Application Accepted Before April 1st

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_ Township: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Group, Organization, or Family Name: \_\_\_\_\_  
Rental Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ Approx Number Attending:   
Day of Week: \_\_\_\_\_ End Time: \_\_\_\_\_

Pavilion:  Red Jacket \$125  
 Indian Pines \$250  
 Boat Launch - Large Pavilion \$50 - \$100  
 Boat Launch - Small Pavilion \$25 - \$50  
 Lake Street Pavilion \$50 - \$100  
 Other: \_\_\_\_\_

Facility Use:  Anniv/Birthday Party  
 Employee Picnic  
 Graduation Party  
 Family Reunion/Party  
 Fishing Derby/Fundraiser  
 Service Club/Volunteer Org.  
 Wedding  
 Other: \_\_\_\_\_

I have received a letter and a rules/information sheet prior to completion of this application. I understand that all Village Owned Parks and Pavilions are Carry-In/Carry-Out Facilities. I promise to remove all garbage, decorations, and signs/etc. from the facility at the conclusion of our party. I have reviewed the Village of Penn Yan Parks and Pavilion Policies. Failure to abide by those rules may result in privileges being revoked with no refund given. I understand that alcohol consumption is not allowed unless I fill out the request on the back of this form and am subsequently approved.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Official Use Only - Do Not Write Below

Pavilion Rental  Approved  Denied  
Fee Collected  Fee Waived   
Check #

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

- **CANCELLATIONS**
  - A refund will be issued if you cancel outside of 30 days of your rental day
  - Inside 30 days, your fee will be returned if we are able to re-rent the facility
- **OPENING THE PAVILION (Red Jacket Only)**
  - Village of Penn Yan staff will open the pavilion no later than 15 minutes before your reserved time
  - In the rare occurrence the pavilion is not open and it is:
    - after 11am - lifeguards have a key
    - before 11am - call the police at 536-4426
- **CLOSING THE PAVILION**
  - Clean up of garbage including decorations inside and the surrounding area of the pavilion
  - Make sure lights are turned off and there is no water running
  - Put any picnic tables back as you found them
  - Please close both doors and lock the padlocks - Close and lock all windows (Red Jacket Only)
- **GARBAGE**
  - Carry In/Carry Out – No trash receptacles on site in any park
- **DECORATIONS**
  - Streamers, posters, balloons, signs are all permitted
    - We reserve the right to request removal of any sign for any reason
    - Please clean up ALL decorations before you leave
- **BATHROOMS**
  - Will be open from May 1 through October 1
  - Bathrooms may be closed due to service problems and no advance notification will be given
- **SWIM AREA**
  - Open from June 25 through Labor Day
    - Based on staffing and weather, it will be open before and after these dates
    - Hours of operation will vary, however hours will be posted at each park
  - Please follow all posted rules and regulations
  - Swim Area Closures:
    - Beaches may be closed due to inclement weather
    - In the event that adequate lifeguard staff is not available, beaches will be closed without prior notice
    - The swim area may be closed at any other time due to unforeseen circumstances
    - Refunds for pavilion rentals will not be provided due to swim area closures.
- **GRILLS**
  - There are grills (charcoal needed) located at various points throughout the park.
  - You are permitted to bring your own grill as long as it is used outside the pavilion
- **DOGS, GEESE, and OTHER WILDLIFE**
  - All dogs must be on a leash and cannot be in the swim area
    - Lifeguards have been instructed to not leave their post to rescue any animal
  - Please **DO NOT FEED** the geese, seagulls, or other wildlife
- **ALCOHOL PERMITS**
  - Alcohol is permitted if you fill out paperwork and get advance approval by the Village of Penn Yan
    - A photocopy of your driver's license will be taken for the file
  - Permit holder will be responsible for making sure all people consuming alcohol are over 21

# VILLAGE OF PENN YAN

## RECREATION DEPARTMENT

### ALCOHOLIC BEVERAGE PERMIT

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Drivers Lic # \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Approximate Number of People in the Party OVER 21 Years of Age:

Permit holder assumes all responsibility for the legal consumption of alcoholic beverages for persons covered under this permit. Permit must be in possession of applicant and be present at gathering. Any violation of park rules will void this permit. Full content of Parks and Playground Rules and Regulation are contained in Chapter 53 of the Code of the Village of Penn Yan.

Adherence to all New York State and Federal laws regarding possession and consumption of alcoholic beverages are the responsibility of the applicant and their guests. The Village of Penn Yan is not liable for failure of the applicant or their guests to adhere to any laws pertaining to the possession and consumption of alcoholic beverages on Village property. An approved Alcohol permit must be completed for alcohol to be allowed in our parks.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Village of PY ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied
	_____ Date
Signature:	_____
Title:	_____

Place Driver's License Here for Photocopying

COPY: Applicant  
File  
Penn Yan Police Department