Shelter/Pavilion, Park, Trail and Field Use Information

Administration Office • 4005 Kipling Street • Wheat Ridge, CO 80033 • 303-231-1300

Shelter and Pavilion Reservations

- Residents of the City of Wheat Ridge may begin making pavilion/shelter reservations on Jan. 2 for the current year. Non-resident reservations will begin March 1 for the current year.
- A Shelter/Pavilion Reservation Request form is available at the Wheat Ridge Recreation Center or online at the City of Wheat Ridge website at www.ci.wheatridge.co.us under Parks and Recreation, Parks, Shelters and Pavilions.
- A "resident" is defined as those individuals who reside within the City boundaries or those organizations whose physical building is located within the City boundaries as defined in the Jefferson County Locater Guide published by the Geographic Information Systems Department. This includes a business, church or school. **Proof of residency is required.**
- A damage deposit of $100 will be charged for groups over 50. A refund check will be mailed 2-3 weeks after event.
- A Shelter/Pavilion Reservation Request form must be completed and submitted with the rental fee. Your reservation receipt, with the signature of the Parks and Recreation Director, is your permit for use of the pavilion/shelter. This signed receipt will be mailed to you after payment has been received.
- Only one shelter/pavilion permit will be issued per park for each day.
- The shelter/pavilion permit reserves the pavilion/shelter only, not any other part of the park.
- If a group arrives with a permit, any other group that is using the shelter/pavilion will be expected to vacate the shelter or pavilion.
- Make checks payable to the "City of Wheat Ridge."
- Requests for refunds must be made 21 days in advance. A 50% surcharge will apply to all refunds. Renters that cancel events, due to inclement weather, may reschedule their event or apply for a 50% refund.
- **Reservations must be made in person at the Wheat Ridge Recreation Center, 4005 Kipling. Call 303-231-1300 for additional information.**

Parks and Trail Special Use Permits

- Parks and Trail Special Use Permit may be required for use of facilities and areas such as Athletic Fields, Swimming Pools, and Greenbelt trail, or for any other activity that may impact a park or facility. A Park and Trails Special Use Permit Request form is available at the Wheat Ridge Recreation Center or online at the City of Wheat Ridge website at www.ci.wheatridge.co.us under Parks and Recreation, Parks, Shelters and Pavilions.

Park Permit

- City Ordinance requires a permit for any group of 25 or more people. Any group less than 25 people has the option of obtaining a permit or not. A park permit is informational for the Parks and Recreation Department and allows the Department to control the number of groups in the park at one time.
- Park permits are available at anytime for the following parks: Apel-Bacher, Boyd's Crossing, Hayward, Johnson, Louise Turner and Stites.
- There is no charge for this park permit.
- **Reservations must be made in person at the Wheat Ridge Recreation Center, 4005 Kipling. Call 303-231-1300 for additional information.**

Greenbelt Use

- Groups that are interested in using the Greenbelt should make initial contact with Margaret Paget, Open Space Coordinator, at 303-205-7554.

Athletic Field Permits

- Athletic fields may be reserved for a fee.
- Athletic fields include baseball, softball, soccer and football fields.
- If a field has not been prepared for play (lined and bases out) and no other team is using it, it is open to use. However, if a team with a reservation permit arrives for practice or play, you will be expected to vacate the field.
- To reserve an athletic field, please contact the Athletics Supervisor at 303-231-1310.

General Information

- Only 3.2 percent beer is allowed in Wheat Ridge parks. Beer must be in cans or on tap (keg). **Glass beverage bottles are not allowed.** Beer may not be sold in city parks. Beer may not be consumed on athletic fields or in dugouts and may not be closer than 50 feet from a playground.
- Park hours: 5 a.m. – 10 p.m.
- Greenbelt hours: sunrise to sunset
- No littering – individuals are responsible for placing trash in receptacles.
- Fires are permitted in grills provided for this purpose. They must be extinguished before leaving the area. Personal grills that are intended for food preparation are appropriate. (This is dependent on fire ban and drought conditions.)
- Amplification systems and generators are prohibited.
- Inflatable structures are permitted only at Anderson Park and Fruitdale Park on the concrete pad, e.g. jumping castles, etc.
- Staked tents and canopies are prohibited.
- All animals must be on a leash. Please pick up after your dogs.
- No swimming or ice skating in lakes or Clear Creek.
- Fishing – 16 years and older must be licensed to fish.
- Park vehicles in lined spaces only. DO NOT block fire lanes or gates.
- Repair costs for any damages incurred or costs resulting from additional litter pick up from shelter/pavilion users will be charged to the users and/or deducted from the damage deposit.
- This is not a comprehensive list of the City of Wheat Ridge Parks and Recreation rules and regulations. All City of Wheat Ridge Ordinances and park rules and regulations must be complied with in the use of the parks and park shelters/pavilions. You may request a copy of the park rules and regulations. Failure to comply may result in loss of damage deposit or other fees.
- No bikes are allowed in the Conservation Area.