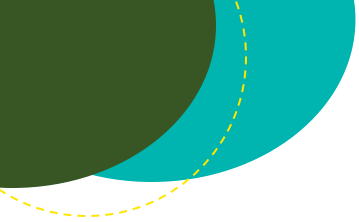


Park and Sport Field Permit Procedures and Guidelines



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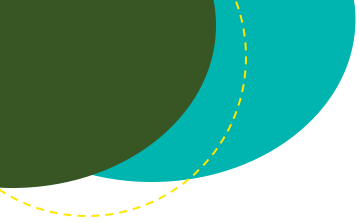
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TABLE OF CONTENTS

1. PARK PERMIT PROCEDURES AND GUIDELINES	1
1.1 Purpose	1
2. APPLICATION PROCESS	2
2.1 Park Use Priority.....	2
2.2 Fees and Charges.....	3
2.3 Joint Use Agreements	3
2.4 Insurance Requirements	3
2.5 Food Services.....	4
2.6 Alcohol.....	4
2.7 Special Occasion Liquor License.....	4
2.8 Event Sponsorship – Signage and On-Site Promotions	5
2.9 Sale of Goods or Services	5
2.10 Use of Drones and UAVs	5
2.11 Issuing of Park Permits	6
2.12 General Conditions of Use – General Park Permits	6
2.13 Indemnity Agreement	7
3. PARK PRESERVATION.....	8
3.1 Activity Restrictions	8
3.2 Noise Restrictions.....	8
3.3 Activities in Park Natural Areas	8
3.4 Geocaching Guidelines	9
3.4.1 Cache Placement.....	9
3.4.2 Cache Container and Contents.....	9
3.4.3 Liability or Risk.....	9
3.5 Bylaws Related to Parks.....	9
4. SITE AND SERVICE REQUIREMENTS	11
4.1 Vehicle Access	11
4.2 Power	11
4.3 Structures (Tents, Bouncy Castles, etc.)	11
4.4 Garbage, Recycling and Compostable Materials.....	11
4.5 Washrooms	12
4.6 BBQs	13
4.7 Transportation Plan	13
4.8 Traffic Management.....	13
5. SPORTS FIELD ALLOCATION.....	14
5.1 General.....	14
5.2 Application Process.....	14
5.3 Field Use Seasons	15
5.3.1 Soccer.....	15
5.3.2 Baseball, Fastball and Softball.....	15
5.3.3 Lacrosse	15
5.3.4 Football	15
5.4 Season Extension.....	15
5.5 Tournaments	16
5.6 Field Conditions and Closures.....	16



APPENDICES: SPORT FIELD, FACILITY AND PARK INVENTORIES

Appendix 1: Sport Field Inventory A
Appendix 2: Facilities Inventory B
Appendix 3: Park Listing for Picnics, Weddings and Events C



1. PARK PERMIT PROCEDURES AND GUIDELINES

1.1 Purpose

The Park Permit Procedures and Guidelines serves as a resource to assist in the management of activities in public Saanich parks. The guidelines and regulations are in place to ensure enjoyable park use, conserve park spaces, protect public safety and provide a planning resource for organizing successful activities.

The Park Permit Procedures and Guidelines aligns park use with the three-pillar approach outlined in the 2008 Saanich Official Community Plan. Responsible park use contributes to the environmental integrity, social well-being and economic vibrancy of our community.

Our Mission is to create opportunities that enrich the community, sustain quality environments and support healthy lifestyles. With this in mind, Saanich Parks manages activities in the parks to achieve the following objectives:

- Support a diverse range of activities and opportunities
- Provide fair and equitable access to parks
- Balance the needs of casual and organized park users, while respecting park neighbours
- Schedule efficient and effective use of park space while protecting and preserving park environments
- Ensure activities are conducted in a safe and responsible manner

We recognize that these objectives are often at odds with one another. Conflicts can be reduced through the scheduling of activities in the appropriate locations at the appropriate frequencies.

Parks enable community use and enjoyment of the outdoor environment by residents. The Parks Division strives to support only those events or activities that do not excessively compromise the use and enjoyment of the park by others. Public events and activities in parks are encouraged to be non-commercial, non-denominational, non-political and socially acceptable to the general community.



2. APPLICATION PROCESS

Approved applicants receive permission to conduct activities in Saanich parks through the issuance of a Park Permit.

When completing a park permit application, applicants must fully disclose the purpose of the event including the type of event, estimated attendance, detail any special activities they wish to provide (food preparation, sales, structures, amplified sound, etc.) as well as provide contact information.

Saanich Parks processes applications by:

- Determining the suitability of a site to accommodate the event
- Consulting with various park stakeholders
- Providing approval as per procedures and guidelines
- Ensuring applicable insurance, permits and licences are obtained
- Charging and collecting applicable fees including staff time
- Ensuring clean-up and repair

The application process differs depending on whether the booking request is for use of a Saanich Park or if the activity involves use of an area outside of a park. Requests for use of an area in Saanich that is not in a park, or for a community event with more than 100 participants, requires the completion of a Special Events Permit. Special Event Permits are reviewed by Saanich's Special Events Coordinator in the Community Services Section (250-475-5558).

2.1 Park Use Priority

Park permit applications will be taken up to one year in advance but are not issued until after January 1 of each calendar year. We first reserve parks for any Saanich programs, events and/or construction projects. Booking for park events and activities are booked based on the following priority basis:

1. Saanich Parks and Recreation sponsored programs and special events
2. Past park events / activities on the same date as past year(s)
3. Past park events / activities on a different date as past year(s)
4. New events / activities with a community focus
5. Private or commercial events / activities

Priorities for sports field allocation are covered later in this document.



2.2 Fees and Charges

Fees and charges are reviewed each year and vary based on the site, type of activity and the expected attendance. Fees are approved by Council each year based on the adopted Fees and Charges Policy. The park permit fee allows for use of the space and base level park services:

- Use of garbage cans permanently located in the park
- Water (if available)
- Power (if available)

For current fees and charges, please refer to our website www.saanich.ca and search for Overview of Costs.

A permit is typically issued for either the one time, or repeated use of the same park at the same time(s) of day. Use of multiple parks may require multiple permits to be issued.

2.3 Joint Use Agreements

Saanich has a joint use agreement with School District 61 and 63 for schools located within the boundaries of the Municipality. These schools are provided a no-fee permit for the use of parks subject to availability. The School District is liable for any additional labour and/or material costs incurred by the Municipality resulting from the School District use of the these facilities.

Schools requesting use of the parks will be required to submit their request at least 15 calendar days in advance. The parties agree to abide by the Park Permit Procedures and Guidelines as laid out in this document.

2.4 Insurance Requirements

Depending on the size and type of event insurance maybe required. Any event with more than 100 participants requires proof of insurance. All sporting and commercial permits must have liability insurance in place. Basic park bookigns such as family birthday parties or picnics with less than 100 guests do not require liability insurance.

We require permitted park users to obtain and maintain commercial general liability insurance, insuring the Corporation of the District of Saanich, its officers, employees, agents, servants and representatives against liability for bodily injury, death or property damages arising out of the activities associated with their park permit agreement. The minimum limits shall be \$2,000,000 inclusive per occurrence, maximum deductible \$500 per occurrence, with a cross liability clause. If the Applicant cannot provide satisfactory proof of such insurance 10 days prior to the first day of the event, they will be required to purchase such minimum required insurance through Saanich Parks.

2.5 Food Services

Permission can be obtained to provide food service to the people you have invited to your picnic or event as part of a park permit. The applicants are to ensure that any food services associated with their event comply with Vancouver Island Health Authority regulations. The food service provider must provide proof of insurance, business license and a VIHA Food Permit.

Food sales to the general public may be permitted by the Parks Manager in conjunction with a community event. In order to keep parks non-commercial, a permit for public food sales to be considered the food service must be ancillary to the event / activity and follow the same above requirements. Food vendors are currently not permitted to sell to the general public in Saanich Parks other than at approved community events.

2.6 Alcohol

The consumption of alcoholic beverages is strictly prohibited on park property unless authorized by the Parks Manager.

2.7 Special Occasion Liquor License

With prior written approval from the Parks Manager, organizers may apply to Saanich Police for a Special Occasion Liquor Licence. Permission for alcohol is limited to Community Parks with major sports fields and is restricted to home sport field user groups only.

Violation of any Liquor Licensing regulations, causing disturbances in the neighbourhood and the consumption of liquor outside the designated area will result in the cancellation of any future licenses.

In addition to all conditions for a Special Occasion Liquor License the following procedures must be followed:

- Requests for the use and/or sales of alcohol in a Saanich Park must be received by the Saanich Parks Manager at least 30 days prior to the day of the event.
- A plan or sketch of the area where alcohol will be consumed must accompany the application form.
- Each league, group, organization or society is limited to two licences per year and is not permitted to hold a license on behalf of another organization or group.
- Hours of alcohol consumption will be limited to:
 - Fridays and Saturdays 11:00 a.m. to 8:00 p.m.
 - Sundays, Weekdays and Statutory Holidays 11:00 a.m. to 6:00 p.m.
- The Liquor Control Board Licence and Permit must be posted on the site.

- Process in place to control the consumption of alcoholic beverages to the designated area.
- The designated alcohol area is to be clearly defined.
- Procedures in place to ensure no consumption of alcohol by minors.
- Ensure that all servers are certified by the Liquor Control Board Licensing Branch.
- Contact Saanich Parks if your event requires extra garbage cans, water service, garbage removal, etc. (additional cost). Event organizers responsible for the removal of any garbage or recycling created from the event.

2.8 Event Sponsorship – Signage and On-Site Promotions

We understand that some activities may have sponsors. Event sponsorship usually centers on event promotion, supply of product or general financial support.

The sale of sponsor's products is not permitted during the event. This is based on the premise that that sponsor is contributing towards the event and not purchasing the right to sell a product. A request for food and beverage products to be sold as a component of the site food and beverage services offered to event participants only can be made at the time of the application.

Saanich Parks must approve sponsorship signage prior to the event. The signage is to be limited to the event area and must be directed to event participants only. It should be discreet and kept to a minimal level. Signs may not be posted/adhered to any park asset or tree.

2.9 Sale of Goods or Services

The sale of goods or services is generally not permitted in our parks. This is to maintain a non-commercial atmosphere for the enjoyment of park spaces. Exceptions may be available for larger community events sponsored by Saanich, user groups at home fields and other events from time to time. Permission from the Parks Manager is required.

2.10 Use of Drones and UAVs

To fly a drone or UAV in a Saanich Park you must ensure you do so safely and legally. Transport Canada has developed guidelines that are currently under review. Learn more at <http://www.tc.gc.ca/eng/civilaviation/standards/standards-4179.html>.

Do:

- Fly your drone during daylight and in good weather (not in clouds or fog).
- Keep your drone in sight, where you can see it with your own eyes – not only through an on-board camera, monitor or smartphone.

- Make sure your drone is safe for flight before take-off. Ask yourself, for example, are the batteries fully charged? Is it too cold to fly?
- Know if you need to apply for a Special Flight Operations Certificate
- Respect the privacy of others – avoid flying over private property or taking photos or videos without permission.

Do not fly:

- Closer than 9 km from any airport, heliport, or aerodrome.
- Higher than 90 metres above the ground.
- Closer than 150 metres from people, animals, buildings, structures or vehicles.
- In populated areas or near large groups of people, including sporting events, concerts, festivals and firework shows.
- Near moving vehicles, highways, bridges, busy streets or anywhere you could endanger or distract drivers.
- Within restricted and controlled airspace, including near or over military bases, prisons, and forest fires.
- Anywhere you may interfere with first responders.

Based on these rules, places in a Saanich Park you could fly a drone or UAV are limited. Make sure you check with Saanich Parks if you wish to fly a drone in a Saanich Park to see if it is okay. Respect the privacy of people – you are not allowed to take photographs of people without their prior permission.

2.11 Issuing of Park Permits

It is important to recognize that permits may be initially approved in principle, final approval is subject to the applicant meeting all conditions of use – i.e., payment of fees, provision of insurance, adherence to guidelines, etc.

The permit includes the specific conditions of use for the event and Saanich Parks may specify any obligation or prohibition deemed necessary for the safe use and enjoyment of the park.

2.12 General Conditions of Use – General Park Permits

- The permit authorizes the named applicant to use the named park at the time and area designated and must be produced upon request.
- The permit is non-transferable.
- All park users are subject to all applicable Saanich bylaws, including the District of Saanich Parks Management and Control Bylaw and Noise Bylaw.
- Saanich Parks Department reserves the right to revoke permits at any time.

- Public access may not be restricted to any location in the park in any fashion.
- Abuse of amplified sound will result in this privilege (or future permits) being withdrawn.
- Garbage and debris created by your use must be cleaned up and removed from the park by the organizer.
- Ground care is the responsibility of the permit holder as well as the control of their participants regarding damage to the park, facilities and turf.
- No posting of any signs, balloons, or other items on poles, signposts, trees, playground equipment, picnic tables, benches or other objects. This includes signs directing participants to the event without prior approval from the Parks Manager.
- Parking of vehicles in designated parking areas only. No parking on turf areas without prior approval from the Park Manager.
- Alcoholic beverages are strictly prohibited.
- Dunk tanks are not permitted due to the volume of water required and the impact of the release of this water after the event.
- No confetti, glitter, sparklers or open flame candles are to be used in buildings or on grounds.
- Care must be taken with respect to properties adjacent to the park or playing area. The user is responsible for any damage caused to these properties.
- Saanich Parks are smoke free as per CRD Clean Air Bylaw No. 3962 effective April 1, 2015.
- Must report any damage to Saanich Parks Monday to Friday at 250-475-5522 or to Saanich Police at 250-475-4321 on holiday, weekends or evenings.

2.13 Indemnity Agreement

All Park Permit agreements include an indemnity agreement that reads as follows:

The Licensee shall indemnify and save harmless the District of Saanich, and its officials, officers, employees and agents from any claim, lawsuit, liability, debt, demand, loss or judgement (including costs, defence expense and interest) whatsoever and howsoever arising either directly or indirectly as a result of the granting of the permit or the use of Saanich property or facilities. You also so agree to waive all rights of subrogation or recourse against the District of Saanich as a result of the granting of the permit or the use of Saanich property or facilities.



3. PARK PRESERVATION

The programming of activities in parks will have some impact on others' use of the park and/or has the potential to cause damage to the condition of the park including its natural environment or infrastructure. To minimize the impact activities have on parks a variety of measures have been applied such as site monitoring, restricting activities, controlling amplified sound and limiting vehicle access.

3.1 Activity Restrictions

Saanich Parks reserves the right to restrict specific activities in parks. Reason for restricting activities relates to potential damage to the park, the impact the activity will have on other's enjoyment of the park as well as risk management and/or public safety considerations. In addition, any activities prohibited by law are not permitted in parks.

3.2 Noise Restrictions

Noise from an event probably has the greatest impact on other's use of the park as well as on park neighbours. The majority of complaints regarding activities in parks relate to excessive noise and are received from both other park users as well as park neighbours. While it is recognized that most activities generate noise, it is Saanich Parks and the permit holder's responsibility to invoke measures to mitigate its impact.

All activities must comply with the Saanich noise by-law. The use of amplified sound will only be approved when required. Amplified sound should be directed to the centre of the park and at a level audible to event participants only. Bass levels should be adjusted to reduce how far the noise travels.

3.3 Activities in Park Natural Areas

Saanich is fortunate to have many natural areas within its parks. Our goal is to support and enhance the benefits that accrue from healthy park natural areas while avoiding or mitigating threats. We review permit applications with this goal as paramount.

Saanich Parks will not permit activities and events that compromise the integrity of park natural areas.

During the permit review, we consider the following principles:

- No trampling of sensitive vegetation
- Stay on approved trails
- Avoid sensitive ecosystems such as wetlands, riparian areas, rock outcrops, coastal bluffs, seeps, and wildflower meadows
- Avoid disturbance of species at risk and their critical habitat

- Avoid disruptive activities during certain times of the year (e.g., nesting season, wildflower season)
- Avoid areas that are undergoing habitat restoration

3.4 Geocaching Guidelines

Geocaching is a recreational activity getting people outdoors searching for caches with GPS or compass coordinates. Saanich Parks may be used for geocache locations with prior permission from the Parks Manager. This will allow our staff to be aware of the location of caches and reduce the chance of accidental removal. Any formal geocaching event requires a park permit.

3.4.1 Cache Placement

Caches can only be placed in approved locations, typically immediately alongside a formal pathway or in a publicly accessible area. Caches must not result in the disturbance of any natural areas nor be affixed permanently to any item. They may not be buried, placed inside any tree or plant, pond or piece of playground equipment. They may not be placed in any sensitive ecosystem or riparian area.

3.4.2 Cache Container and Contents

Caches should be no more than 30 cm (width, length or depth) and be water resistant and suitable for all weather conditions. The container must not have been used for food storage at any time nor have any markings or images that would not be suitable for all ages. Caches may not contain food items, tobacco, any item meant for sale/trade or any dangerous or illegal item (e.g., knives, explosives, etc.).

Geocache containers are considered temporary and must be removed if it is no longer active and/or the event has been completed. Cache owners should physical check on caches on an annual basis to ensure that they are in place, contents stacked, container in good working condition and that the area placed is still appropriate.

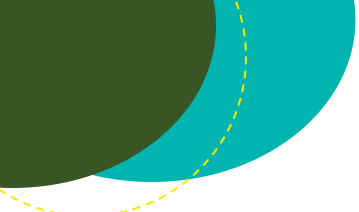
Saanich Parks staff will remove and dispose of any cache container or its contents deemed inappropriate or placed without prior permission.

3.4.3 Liability or Risk

As with all activities in Saanich Parks, a geocacher assumes some risk in undertaking this activity. The District of Saanich is in no way responsible for any damage to or loss of caches that is caused by others.

3.5 Bylaws Related to Parks

Park users are required to adhere to the Parks Management and Control Bylaw (Bylaw No. 7753) when using our parks. This includes regulations regarding the removal of items, destruction of park property, disposal of garbage and use of fire in parks.



Bylaw No. 8556 outlines leash restriction of dogs. Most parks allow dogs but animals must be under control at all times. Dogs are not permitted within 10 metres of playground, in fenced baseball diamonds or on school grounds. Check the bylaw for all other restrictions.



4. SITE AND SERVICE REQUIREMENTS

4.1 Vehicle Access

The use of vehicles outside of regular park roads and parking lots is prohibited unless permission has been granted in writing by the Parks Division on the park permit. Applicants can be granted permission to use pathways and service roads during the set-up and take down of their events.

Vehicles are not permitted to be parked on parks, pathways or sidewalks unless they are an essential vehicle for the event and approved in advance.

4.2 Power

Many park sites have limited power available (typically maximum 100 AMP). Electrical needs must be identified in the initial park permit application.

Although access to power is included in the base rental fee, there may be additional costs if an electrician is required to make the connections.

4.3 Structures (Tents, Bouncy Castles, etc.)

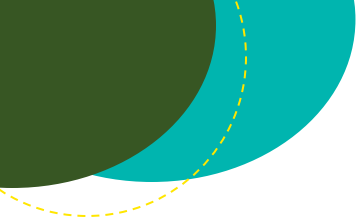
Many of our parks have underground irrigation and electrical lines, so we prohibit the staking of tents or any other structure or object into the ground. Tents or structures can be tied down with sandbags or cinder blocks.

This includes the use of bouncy castles or other items. Should you wish to provide a bouncy castle to your event participants, ensure that they have generator power available and that the structure will be tied down without the use of stakes. Bouncy castle rental firms also must have a current business license and a minimum of \$2M in general liability insurance with the Corporation of the District of Saanich added as an additional insured on file with the Saanich Parks office.

Applicants need to identify at the time of the application any structures being requested to bring into the park. Any damages to underground utilities will be the responsibility of the applicant.

4.4 Garbage, Recycling and Compostable Materials

Event organizers are responsible for the cleanup and proper disposal of garbage, recyclable items and compostable materials from their event. There currently is no recycling or compost containers in parks. Park users are required to pack out any recyclable or compostable materials used in parks.



Garbage accumulated after an event above and beyond the normal volume of the onsite garbage receptacles must be removed. Event planners can make prior arrangements (at an additional cost) with Saanich Parks for extra garbage barrels to be provided and picked up after the event. Garbage bags from picnics or other events must not be left beside other barrels or inground garbage cans for pickup, as animals get into these bags and create a mess. Excessive cleanup required by our staff may result in a bill to the organizer to recover staff time and disposal costs.

Saanich Parks strongly encourages all applicants to include recycling stations as part of their event planning.

4.5 Washrooms

Saanich Parks has washrooms opened year-round at the following parks:

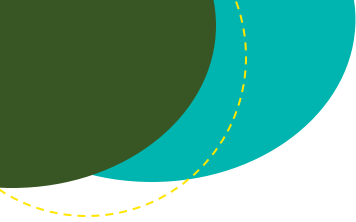
- Beckwith Park
- Cadboro-Gyro Park
- Craigflower Park
- Layritz Park (near artificial turf soccer field)
- Mount Douglas Park
- parks served by our Recreation Centres (G.R. Pearkes, Gordon Head, Saanich Commonwealth Place).

Parks that have washrooms opened seasonally (approximately mid-April to end of October) are:

- Cordova Bay Park
- Majestic Park
- Maynard Park
- Playfair Park

You can also find porta potties set up in seven parks from May 1 to October 30. These are open from about 6 a.m. to 10 p.m.:

- Braefoot Park
- Echo Park
- Gorge Waterway Park
- Lambrick Park
- McMinn Park
- Rutledge Park
- Whitehead Park



Local sports clubs and the Saanich Playground Program may also have washrooms in our parks. They open those washrooms and we might be able to add their use to a park permit upon request (additional costs may be incurred). Permit holders are responsible for providing adequate washroom facilities beyond what is routinely available in parks. Costs are borne by the organizer and a washroom plan may be required for larger events.

4.6 BBQs

Gas operated BBQs are permitted in parks as long as kept under constant supervision. Ensure any flame can be extinguished by having water or a fire extinguisher available. You must clean up any mess made by your BBQ. You will be responsible if any damage occurs to park property through using a BBQ.

BBQs are not permitted on sandy beach areas or within 20 metres of any building or tree and may be disallowed in periods of extreme dry, hot weather.

As there are no disposal facilities available, no charcoal or other similar style BBQs may be used. No open fire is permitted in Saanich Parks, including on beach areas.

4.7 Transportation Plan

Activities that may impact traffic around the park or in the surrounding neighbourhood are required to have a transportation plan.

If traffic control is required, the Saanich Engineering Department and the Saanich Police must be consulted.

The applicant may also be responsible for managing vehicle traffic around the park – monitoring parking lots, using volunteer or paid parking attendants, moving barricades and cones, ensuring participants do not park on grass or other no parking areas, etc.

4.8 Traffic Management

Traffic management refers to management of pedestrian, wheeled as well as motorized traffic. A traffic management plan is required if an event:

- Impacts pathways or bikeways
- Involves road closures
- Creates parking concerns

The traffic management plan will include on site marshals to control pedestrian and wheeled traffic or parking concerns and police presence for road closures.

5. SPORTS FIELD ALLOCATION

5.1 General

Saanich Parks uses a home user group approach to allocating sports fields in the Municipality. Most fields and sports facilities have traditionally been allocated to specific home user groups. These home user groups have invested substantial resources in the development, maintenance and operation of fields and sports facilities. This community development approach allows groups flexibility and security in scheduling, while in return the financial burden to the taxpayer for improvements and enhanced maintenance is shared with the groups that directly benefit from the facilities.

Programs and events sponsored by Saanich Parks and Recreation are the top priority in field allocation each year. Saanich home user groups and other sport groups holding current allotments will receive first priority for the same field allotment each year. Saanich Parks allocates any additional available field space in the following order of priority:

1. Special events and tournaments hosted by Saanich home user groups
2. Saanich based non-profit youth sports associations, organizations, clubs and leagues
3. Saanich based non-profit adult sport associations, organizations, clubs and leagues
4. School District #61 and #63 programs and events
5. Casual use / games for Saanich residents
6. All other requests and commercial renters

A complete list of sports fields and facilities is shown in Appendix 3.

5.2 Application Process

All user groups must submit the following on an annual basis:

- Existing or estimated future registration/participation numbers
- Facility requirements
- Proof of insurance clearly stating the District of Saanich as an additional insured with a minimum \$2M in general liability
- Number of players in your club, gender, age and % of Saanich residents
- A copy of their Constitution
- A current list of the group's Executive, including phone numbers and email addresses



5.3 Field Use Seasons

Field use seasons for different sports in Saanich are based on extensive history in the community.

5.3.1 Soccer

The regular season for soccer runs from the second Saturday in September to the end of March. A winter holiday field closure occurs generally from the second Monday in December to the second Friday in January.

Artificial turf fields and practice boxes remain open through this period (and through the summer) as they are operated by the Home User Clubs.

5.3.2 Baseball, Fastball and Softball

The regular season for baseball, fastball and softball runs from the beginning of April to the end of June. There are exceptions for shared fields with lights.

5.3.3 Lacrosse

The regular season for lacrosse runs from mid February to mid July each year.

5.3.4 Football

The spring season for football runs from the beginning of March to the end of June. The fall season runs from September 1 to the first week of December.

5.4 Season Extension

If an extension of the season is required, groups must demonstrate the need for additional time. Consideration is given to the size of the organization and the number of hours, days or events that have been requested. Extension for soccer playoff games are a common request in April of each year, during which time we make efforts to schedule games around annual field renovation closures.

Baseball clubs request season extensions through the summer or for “fall ball” in September/October. Saanich Parks tries to accommodate these requests wherever possible. However, given the other park maintenance commitments that are required elsewhere at these times of year, Clubs may have to take on additional field maintenance responsibilities.

Groups bidding for future provincials, national and international championships may be granted permission for specific dates in advance of the regular allocation schedule.



5.5 Tournaments

Tournaments draw more than the usual number of participants and spectators to the park and may require special considerations for operational support. As such, tournaments within and outside the regular season permit that are expected to draw more than 100 people to the park at a given time need to make a tournament application with Saanich Parks.

A tournament application must be completed, signed and forwarded to Saanich Parks at the address below at least 60 days prior to the first day of the tournament. If approved, a permit will be issued separately for each tournament.

5.6 Field Conditions and Closures

Saanich Parks enjoys a strong relationship with our home user groups on field closures. We appreciate the expertise and discretion of dozens of club executives, field coordinators, league officials and coaches to help assess field conditions before game time to minimize damage to the field and potential for injury to players by play during poor conditions.

From time to time, conditions are such that Saanich Parks must close fields due to adverse weather conditions, concerns for player safety, or maintenance requirements. Final authority for field closures rests with Saanich Parks.

Saanich Parks (and user groups) consider the following in determining the status of sports fields:

- Standing water
- Frost - snow
- Weather forecast (heavy rain, snow or freezing?)
- Maintenance scheduling
- Safe conditions (potholes, rutting, etc.)
- Type of use
- Scheduled tournaments and club needs
- Time of year (early or late season)

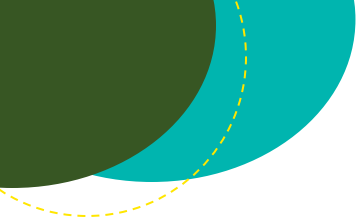
Saanich Parks works closely with the clubs to minimize impact to schedules, realizing that field closures impact players and that lost games are difficult to make up. We also realize that fall/winter sports are not necessarily fair-weather sports, and players (and parents) are accustomed to playing in rainy or cold conditions.

Field conditions will be updated each Friday for the weekend. The results will be posted on the Saanich Parks website.



APPENDICES: SPORT FIELD, FACILITY AND PARK INVENTORIES





Appendix 1: Sport Field Inventory

PARK	SPRING/SUMMER (Baseball, Softball, Fastball)	HOME USER GROUP	FALL/WINTER (Soccer, Football)	HOME USER GROUP
Allenby	1 Little League Diamond 1 Blast Ball Field	Yes	N/A	Yes
Ambassador	2 Little League Diamonds (skinned)	Yes	N/A	Yes
Beckwith	N/A		2 Full Size Soil/Sand Soccer Fields 1 Half Size Soil/Sand Soccer Field	Yes
Braefoot	1 Slo-pitch diamond	No	1 Artificial Turf Soccer Field (lights) * 1 Sand Soccer Field (lights) 1 Soil/Sand Soccer Field (lights)	Yes
Cedar Hill	1 Slo-pitch Diamond (skinned) Community Diamond <12 yrs (skinned)	No	N/A	
Copley	1 Soil Football Field 1 Soil Football Practice Field	Yes	1 Soil Football Field 1 Soil Football Practice Field	Yes
Glanford	N/A		1 Soil Soccer Field (lights)	Yes
Hampton	2 Little League Diamonds 1 T-Ball Diamond 1 Blast Ball Diamond	Yes	1 Artificial Turf Soccer Field (lights) * 1 Artificial Turf Soccer Practice Area (lights) * 1 Sand Soccer Field (lights)	Yes
Horner	1 Little League Diamond	Yes	N/A	
Hyacinth	2 Fastball Diamonds (skinned)	Yes	N/A	
Lambrick	2 Little League Diamonds 1 Fastball Diamond 1 Fastball Diamond (lights)	Yes	4 Soil Soccer Fields	Yes
Layritz	1 Little League Diamond (skinned) 1 Little League Diamond (lights) 2 Softball Diamonds (skinned) 1 T-Ball Diamond 2 Fastball Diamonds	Yes	1 Artificial Turf Soccer Field (lights) *	Yes
Lochside	3 Softball Diamonds (skinned)	Yes	1 Artificial Turf Soccer Field (lights) * 1 Sand Soccer Fields (lights) 1 Soil Soccer Field	Yes
Majestic	1 Little League Diamond (skinned)	Yes	N/A	
Maynard	1 Little League Diamond	No	1 Soil Soccer Field	Yes
Prospect Lake	N/A		1 Sand Soccer Field (lights) 1 Soil Soccer Field	Yes
Reynolds	N/A		1 Soil Soccer Field (lights)	Yes
Rosedale	2 Softball Diamonds (skinned) 1 Softball Diamond	Yes	N/A	
Rudd	1 Little League Diamond	No	1 Soil Soccer Field	Yes
Tyndall	N/A		1 Artificial Turf Field (lights) * 1 Sand Soccer Field 1 Gravel Practice Box	Yes

* note – artificial turf fields and practice boxes are operated year-round by the home club



Appendix 2: Facilities Inventory

Park	Type	Use	Home User Group
Glanford	Horseshoe Pitch	Year Round	Yes
Hampton	Lawn Bowling Green	Year Round	Yes
Lambrick	Lawn Bowling Green	Year Round	Yes
Reynolds	Lawn Bowling Green	Year Round	Yes
Braefoot	Lacrosse Box	February to July	Yes
Lambrick	Lacrosse Box	February to July	Yes

Appendix 3: Park Listing for Picnics, Weddings and Events

The following table lists the most commonly used parks for non-sports bookings.

Park	Typical bookings	Amenities
Agate Park	Weddings Small Picnics	Limited Parking Beach Access 2 Picnic Tables
Beckwith Park	Large Picnics Community Events Sporting Events	Washrooms Playground Water Park Double Tennis Court Sport Court 3 Soccer Fields 5 Picnic Tables
Cadboro-Gyro Park	Large Picnics Community Events Weddings	Washrooms Playground Double Tennis Court 12 Picnic Tables
Craigflower Park	Large Picnics Community Events Weddings	Washroom Playground 5 Picnic Tables
Gorge Park	Large Picnics Community Events Weddings	5 Picnic Tables
Gorge Waterway	Large Picnics Community Events Weddings	Playground 3 Picnic Tables
Horner Park	Picnics	Washroom Playground 1 Baseball Diamond 1 Sport Court 3 Picnic Tables
Hyacinth Park	Picnics Sporting Events	Playground 2 Baseball Diamonds Double Tennis Court 4 Picnic Tables
Mount Douglas Park	Large Picnics Community Events Weddings	Washroom Playground 15 Picnic Tables
Reynolds Park	Picnics Sporting Events	Playground Soccer Field Sport Court Double Tennis Court Lawnbowling 3 Picnic Tables
Rudd Park	Picnics Sporting Events	Playground Soccer Field Baseball Diamond Basketball Court 2 Picnic Tables
Rutledge Park	Picnics	Playground Sport Court Tennis Court 2 Picnic Tables