

# VANCOUVER PARK BOARD

## Environmental Education – Park Use Application Form



### User-Group Information

Individual(s) Name:

Name of School/Group:

Type (Non-profit, for-profit, public, community group, independent, private):

Society/Charity/Incorporation Number and/or Business License Number:

Address:

City:

Province:

Postal Code:

Email:

Work phone #:

Mobile phone #:

Have you read and agree to abide by the Board of Parks and Recreation Park Controls By-law and School-use guidelines?  Yes  No

Does your school/group have Commercial General Liability Insurance with a minimum of \$2,000,000/ occurrence?  
 Yes  No

Expiration Date:  
  
day / month / year

Are the Vancouver Park Board and City of Vancouver included as Additional Insureds?  
 Yes  No

### Permit Request Information

**Park(s) to be used:**

- Everett Crowley Park
- Hastings Park
- Jericho Beach Park
- John Hendry Park (Trout Lake)
- Queen Elizabeth Park
- Oak Meadow Park

- Renfrew Community Park
- Spanish Banks Park
- Stanley Park
- Strathcona Park
- Tatlow / Volunteer Park
- Trillium Park
- Other: \_\_\_\_\_

Days of operation:

Hours of operation:

Estimated number of students per group and number of groups: (Permit required for groups over 50)

Program Cost: (eg. Hourly, monthly, annually per student/participant, if applicable)

## Park-Use Guidelines

### DO:

- Teach children to explore natural areas without damaging tree, plants and wildlife
- Turn logs and rocks back to how they originally were positioned, since they provide important habitat for bugs, slugs, eggs, and insects
- Keep your group on trails or in designated areas
- Be aware of natural obstacles, including tree limbs and tripping hazards
- Keep a safe distance from cliffs and water edges
- Report any concerns to the City of Vancouver at 3-1-1 or VanConnect (eg. fires, sharps, garbage, hazards, incidents with dogs or other park users)
- Pack in the items you need and pack out everything you bring in

### DO NOT:

- Light fires
- Build swings, forts, dams, climbing structures
- Play in streams, ponds or wetlands, since they provide important habitat for amphibians, birds, and other wildlife
- Collect, use, alter, or damage natural living material and important habitat structures (snags and logs)
- Disturb or repeatedly visit bird nests known to be active
- Approach or harass wildlife
- Leave any garbage or brought-in items

I, the duly designated representative, certify that all information given in this application is true and correct. I have also read and fully understand the attached *Vancouver Park Board School-Use Guidelines*.

Date: \_\_\_\_\_ Signature(s): \_\_\_\_\_

### For Office Use Only:

1. Proof of Insurance (\$2,000,000/occurrence)	Received by:	Date:
2. Application Form	Approved by:	Date:

Submit Information Form to: Vancouver Park Board, 2099 Beach Street, Vancouver, BC  
 Or Email to: [parkstewards@vancouver.ca](mailto:parkstewards@vancouver.ca)

The following pages are excerpts from the:

**PARK BY-LAWS  
BOARD OF PARKS AND RECREATION  
CITY OF VANCOUVER JULY 06, 2010**

Please review the full document on-line at <https://vancouver.ca/files/cov/parks-control-bylaw-July06-2010.pdf> or request a copy from [parkstewards@vancouver.ca](mailto:parkstewards@vancouver.ca)

**INTERPRETATION**

1. In this by-law, unless the context otherwise requires, the following expressions shall have the meanings hereinafter assigned to them, that is to say:

(a) "BATHING BEACH" means an area adjacent to the shore of the sea or a lake and normally used for swimming and similar aquatic exercises or for sun bathing.

(b) "BOARD" means and includes the Board of Parks and Recreation of the City of Vancouver as constituted under the provisions of the Vancouver Charter.

(c) "BOULEVARDS" means and includes any portion of any street or highway under its jurisdiction which has been sodded, seeded or otherwise improved and maintained by the Board.

(d) The words "DRIVEWAY", "ROADWAY", "PATH", "TRAIL", or "FIRE TRAIL" mean and include any way or thoroughfare set apart and improved by grading, gravelling or other means for the use of pedestrians, vehicular, emergency vehicular or animal traffic.

(e) "PARKS" means and includes public parks, playgrounds, driveways, roadways, paths, trails, fire trails, boulevards, beaches, bathing beaches, swimming pools, community recreation centres, golf courses, playfields, buildings and other public places under the custody, care, management and jurisdiction of the Board.

(f) "PLACES" means buildings and improvements and includes community recreation centres, rinks, indoor pools, arenas and refreshment buildings.

(g) "PERSON" includes any corporation, society, firm, partnership, association or party.

(h) "GENERAL MANAGER" means the General Manager of Parks and Recreation of the Board as duly appointed by the Board or such other employee of the Board as may be nominated by the General Manager.

(i) "VEHICLE" includes any device, in, upon or by which any person or property is, or may be, transported or drawn upon a street, irrespective of the motive power, including a horse led or ridden.

(j) "EMERGENCY VEHICLE" means any vehicle of the Fire Department of the City or Provincial Police Departments, or any municipal or provincial licensed ambulances and such vehicles of the armed forces or public utilities as are designated as emergency vehicles by the Chief Constable of the City of Vancouver.

(k) "LITTER" means garbage, refuse and all other waste material which is the waste product of something purchased within a park or brought into a park for use or consumption within the park.

**GENERAL REGULATIONS**

2. No person shall cut, break, injure, remove or in any way destroy or damage any rock, soil, tree, shrub, plant, turf or flower, or any building, structure, fence, sign, seat, bench or ornament of any kind or in any way foul or pollute any fountain, lake, stream, pool, pond, well or spring in any park, or injure, deface or destroy any notices, rules or regulations posted or affixed to anything by order or permission of the Board.

3. (a) No person shall climb, walk, or sit upon any wall, fence or other structure, except play apparatus or seating specifically provided for such use, in or upon any park; or cross, travel on or use any grass plot or land where signs have been posted forbidding such use.

(b) No person shall enter or remain in a park except during the hours posted.

4. (a) (i) Except with the permission of the Board, no person shall, in any park, sell, offer to sell, or expose for sale any food, beverage, or article or thing of any kind;  
(ii) Except with the permission of the Board, no person shall, in any park, provide or offer to provide for a fee any service;  
(iii) Except with the permission of the Board, granted pursuant to the provisions of section 490 of the Vancouver Charter, no person shall occupy any park or any portion thereof.

(b) The General Manager, a Peace Officer or any person employed by the Board, may remove or cause to be removed from any park any article or thing as aforementioned contrary to the provisions of this by-law at the expense of the owner, contractor or other person responsible for such article or thing; and the General Manager is hereby empowered to do every lawful act required under the circumstances to have any such article or thing removed in the shortest possible time and to hold any article or thing as above mentioned until the expense of the removal thereof has been paid.

7. No person shall play at any game whatsoever in or on any portion of any park except upon or in such portions thereof as may be especially allotted, designed and provided, respectively, for any purpose, and under such rules and regulations and at such times as shall be prescribed by the Board, and without limiting the generality of the foregoing, no person shall:

- (a) play golf or strike a golf ball;  
(b) fly any motor-driven model airplane;  
(c) shoot any arrow or practice archery;  
(d) take part in any ball game;  
(e) use a skateboard, roller skates, ice skates or any similar device; except in areas designated or permitted for such activities.

8. (a) No person shall take part in any procession, drill, march, performance, ceremony, concert, gathering or meeting in or on any park or driveway unless with the written permission of the General Manager first had and obtained.

(b) No person shall make a public address or demonstration or do any other thing likely to cause a public gathering or attract public attention in any park without the written permission of the General Manager first had and obtained.

(c) No person shall operate any amplifying system or loud speaker in any park without the written permission of the General Manager first had and obtained.

11. No person shall erect, construct or build or cause to be erected, constructed or built in or on any park any tent, building, shelter, pavilion or other construction whatsoever without the permission of the General Manager.

14A. Except for litter which is deposited in compliance with section 14B, no person shall deposit any garbage, refuse or other waste material in a park.

14B. No person shall deposit litter in a park except in litter containers provided, maintained or authorized by the Board.

14C. In any area of a park where litter containers are not provided, all litter shall be removed from the park by the person responsible for its presence.

14D. No person shall discharge, throw or deposit any injurious, noxious or offensive thing or matter into a reservoir pond, pool, lake, stream or other water receptacle connected with a park, or on to the beach of a park, or on to the ice of a reservoir, pond, pool, lake stream or other receptacle for water where the water is frozen, or in any other way foul the water, or commit any unlawful damage or injury to the works, pipes or water, or encourage any other person to do the same.