



SILVER SPRING TOWNSHIP Athletic Field Use Regulations

These regulations are intended to enhance the recreation opportunities and events available to citizens of Silver Spring Township and to facilitate general use and scheduling of athletic fields for the benefit of local leagues, at a cost adequate to Township expenses related to providing this use.

Prioritizing of Users: Leagues that have an agreement or memorandum of understanding with Silver Spring Township may receive priority scheduling as stated in such agreement. Requests must be submitted at least 14 days in advance. The following priority applies to all scheduling for use of facilities:

1. Silver Spring Township Recreation Programs
2. Groups/Leagues of the Cumberland Valley School District
3. Groups/Leagues having 50%+ players residing in Silver Spring Township
4. Non-Resident Groups/Leagues (majority of players outside the Township)
5. All others

Scheduling: Schedules must be provided to the Parks & Recreation Department prior to the intended use. Block scheduling is not permitted, and all changes must be coordinated with the Department. Organizations are not permitted to relocate fields, sublease, and/or approve/deny field use for any reason without prior written permission from the Parks & Recreation Department.

Fees: Those eligible to receive resident rates must have at least 50% or more of their players residing in Silver Spring Township or within the Cumberland Valley School District.

A. Security Deposit (refundable).....	\$	200.00
B. Tournaments (per field, per day)		
Non-Resident Adult League.....	\$	200.00
Resident Adult League.....	\$	150.00
Non-Resident Youth League.....	\$	175.00
Resident Youth League.....	\$	125.00
C. Vendors (excludes Township-sponsored events).....	\$	35.00
D. Single Day Practice/Game (per field, per day).....		
Non-Resident.....	\$	60.00
Resident.....	\$	35.00
E. Camps (per field, per day)		
Non-Resident Half Day (4-hour maximum).....	\$	135.00
Resident Half Day (4-hour maximum).....	\$	110.00
Non-Resident Full Day.....	\$	150.00
Resident Full Day.....	\$	125.00
F. Maintenance Personnel Hourly Rate (requested services only).....	\$	35.00

Permits/Approvals - A copy of the permit must be available at the site during the approved dates and times for the specific facilities noted on the permit.

FIELD CLOSINGS

Each organization must use the utmost discretion when determining whether field conditions are appropriate for field use and by following the guidelines provided below. In most cases, the Township will make decisions on field closings between 9am and 12pm on the day of the weather event and sometimes prior. Decisions to close fields on weekends may be left in the hands of the organization. Leagues may forfeit their security deposit and/or pay additional damage caused to the field, as a result of playing in poor conditions. Field closings will be posted online and emailed to the primary contact on the application. Decisions to close may be based on the following:

- If the ground appears frozen, fields are closed
- When 50% or more of the playing field turns dormant, fields will close to prevent long-term damage
- If heavy wear or damage is evident, fields will close for an extended period of time.

BASEBALL/SOFTBALL FIELDS: 1 of the 2 criteria must apply to determine closings after rain events:

1. If 5% or more of the infield is standing water, fields are not suitable for play. Do not add ball mix without prior written permission from the Parks & Recreation Manager.
2. If your shoe leaves an impression that is more than 1/8" when you walk on the infield, it's too wet

GRASS FIELDS: 1 of the 3 criteria must apply to determine closings after rain events:

1. Fields are closed if the park receives $\frac{3}{4}$'s of an inch of rain within a 24-hour period prior to the intended use.
2. Fields are closed if you step onto the field and your shoe leaves an impression as shown to the right.
3. Fields are closed if heavy wear is evident on the field. Leagues/teams must request to relocate or rotate fields, if permissible.



DAMAGE OR LOSS

Additional fees may apply for damage caused to fields or facilities. Fees will be assessed for materials and labor required to repair or restore the area or facility that was damaged. In some cases where there are 3 or more infractions, the league/group will also forfeit the security deposit. Examples of infractions:

- Failing to abide by park rules & regulations or athletic field use regulations
- Playing in restricted/closed areas
- Subleasing fields

MULTI-PURPOSE (GRASS) FIELD RULES

Practice Regulations: Practice should not occur in heavy use areas (Example: Goal Mouth Area, Center of Field)

1. Soccer: Goals must be moved to the side of the field or another area for practices
2. Lacrosse: Goals must be moved to the side of the field or another area for practices
3. Football: Practices should be moved to an area that does not experience heavy wear

Game Regulations: Leagues must schedule field lining around mowing schedules. The Township will make a reasonable effort to work around schedules. Please give no less than 2 days notice.

Field Lining

1. Some fields must be rotated each season/year to prevent heavy wear
2. Field markers must be flush with the surface of the ground, at all times, to prevent injury and damage to equipment and/or maintenance vehicles
3. Water-based athletic field marker paint is only permitted on turf
4. Marking paint must be specifically manufactured for turf
5. Do not substitute lime or other materials
6. Do not test field liner on concrete, blacktop or any other structure. Test on grass only
7. Do not discharge or dump paint into any drain for any reason
8. Use a string to guide lines

Soccer/Lacrosse Goals: Goals should be anchored to the ground to prevent tipping. Weights or sand bags are recommended. Do not install permanent anchors. The athletic organization is responsible for removing goals and equipment, if needed. See above under 'Practice Regulations' for moving goals during practice. The Township is not responsible for moving the goals unless they interfere with maintenance work and routine mowing.

BASEBALL/SOFTBALL FIELD RULES

Practice & Games

1. Remove divots and holes before and after each use
2. Use a broom or rake to push displaced material back into the skinned infield
3. Throwing or hitting of balls of any sort into fencing or any other structure in a park, is not permitted without a rubber backstop.
4. Hitting or throwing of balls of any sort, is not permitted near parking lots, roadways, walkways, trees, shrubs, natural vegetation, spectator areas, playgrounds, or nearby playing fields.

Field Lining

1. Use '*Athletic Field Marker*' to line foul lines and batter's boxes of skinned infields. Overuse can contaminate infield mix. *Water-based athletic field marker paint is only permitted on turf.*
2. Marking paint must be specifically manufactured for turf
3. Do not substitute lime or other materials
4. Do not test field liner on concrete, blacktop or any other structure. Test on grass only
5. Do not discharge or dump paint into any drain for any reason

6. Use a string to guide the lines
7. The infield foul line must be under first and third base

Wet Conditions

1. Calcined clay is the most common product to assist with wet infield conditions. *'Turface MVP'* is recommended. Do NOT use small particle agents like Turface Quick Dry.
2. Do NOT disperse/sweep puddles of water into the grass or fence
3. Do NOT remove/replace infield mix without written permission
4. Do NOT add drying agents to the infield without written permission

Grooming

1. Remove bases and plug the base anchor prior to grooming
2. Scar the field using a nail drag or needle tines
3. Vary dragging patterns each time
4. Finish grooming by moving *slowly* across the field with a grooming machine. Moving too quickly may spread infield mix into the grass, creating an edge and requiring more material. Creating an edge can cause injury to players!
5. Exit the field in a different location each time
6. Don't pull the nail drag or mat into the grass or within 12 inches of the grass when grooming.
7. Hand rake edges to prevent lips from forming
8. Do not take the drag over home plate or base paths

PARKING

Spectators shall adhere to posted parking regulations and take every precaution to maintain a safe environment for park users and neighbors alike. Please report problems to the police department, if needed. Parking on the grass, sidewalks or blocking resident driveways is prohibited. **Private vehicles may not be driven or parked on turf surfaces, service driveways without written approval. Vehicles must not block emergency access zones.**

STORAGE

- a. Gasoline, oil, and other flammable substances are not permitted in storage units without prior written permission from the Parks & Recreation Department.
- b. Groups/Leagues wanting to have permanent storage facilities in the park, must get approval in writing.
- c. Temporary storage trailers, utility vehicles, carts, goals, press boxes, and so forth must be removed from the park during the off-season. The Township may request items to be moved at any time, for any reason.

PORTABLE RESTROOMS

It is the sole responsibility of the sports organization to order additional restrooms as a result of high-volume use. The sports organization is responsible for costs associated with the restrooms they order. Placement of portable restroom units and hand washing stations shall be at the discretion of the Parks & Recreation Manager or designee.

AUTHORITY & TERMINATION OF USE

The Township reserves the right to restrict access to fields and facilities at any time, for any reason. **Termination of Use:** If a team ignores a decision to close fields or fails to practice in low use areas of the field, as written in the guidelines above, they may lose their right to use the fields. This may be a suspension for a period of time, or in some cases, loss of access for the entire season. Silver Spring Township reserves the right to deny or revoke any field use requests or permit based on current or past history of abuse of facilities or complaints lodged by police, the public, Park Maintenance, the Park and Recreation Manager or Township personnel.

CANCELLATION

Cancellations that are made within 30 days of the date of the reservation will incur a 50% cancellation fee. Cancellations that are made 30 days or more prior to the date of the reservation will incur a 25% cancellation fee. Silver Spring Township reserves the right to cancel or restrict facility rentals at any time.