

SAN DIEGUITO RIVER PARK: SAN DIEGUITO LAGOON BIRDWING OPEN AIR CLASSROOM USE POLICY

April 2014

PURPOSE

Requests will be made to the San Dieguito River Park Joint Powers Authority (SDRP) for permission to hold events at the San Dieguito Lagoon Open Air Classroom (also known as "The Birdwing"). The purpose of this Open Air Classroom Use policy ("Policy") is to provide direction for processing Permit Applications.

POLICY

It is the policy of the SDRP that events that may impact the natural habitat, water quality, or wildlife, damage the Birdwing or Coast to Crest Trail, or disrupt the general public's ability to enjoy the Birdwing or Coast to Crest Trail shall be regulated to minimize any impacts. It is further the policy of the SDRP that such events may be allowed provided that the conditions and procedures described in this policy are adhered to and a Permit Application is submitted and approved by the SDRP.

Examples of the types of events that are covered under this Policy include: non-profit fundraisers, musical events, plein air art events, photography workshops, physical education activities, exercise workshops, reunions, church, scout and other community events, as well as weddings, birthday parties, educational classes, etc. The number of attendees will be used to determine the appropriate fee to accompany a Permit Application. The maximum number of attendees is 80 including estimated participants, event organizers and spectators combined.

The SDRP reserves the right to withdraw approval of a Permit Application based on unforeseen circumstances that may arise after approval of a Permit Application.

Permission to hold an event may be withdrawn if SDRP determines that the event would have an adverse impact on the Park environment due to unforeseen circumstances that arose after permission was granted.

PERMIT APPLICATION AND FEE SCHEDULE

1. Submittal of Permit Application: The SDRP Open Air Classroom Permit Application must be received at least 21 days before the day of event consisting of:

1.a. Appropriate fee.

1.b. Proof of Insurance naming the San Dieguito River Park Joint Powers Authority as insured (this applies to all Commercial Events and to those Non-Profit Events with over 50 attendees.)

1.c. Refundable Deposit (if required) to cover the cost of repairing damage or conducting needed clean-up.

2. Fee Schedule:

Number of Attendees	Non-Profit Organization	Private Non-Commercial Event	Commercial Organization	Commercially-Sponsored Event that Charges a Fee to Individuals
Less than 15 Attendees	\$0	\$0	\$100	\$100
More than 15/Less than 50 Attendees	\$0	\$100	\$200	\$200
50 up to 80 Attendees	\$100	\$200	\$300	\$300

3. Weddings require a permit regardless of the number of users. See separate Contract Agreement with separate fee schedule for additional requirements associated with wedding events and receptions.

4. Review of Permit Application: Upon receipt of the Permit Application, SDRP will review the Permit Application and contact the Event Organizer for additional information about the proposed event and confirm whether or not the facility is available. After receiving all of the information, SDRP will determine whether a proposed use is consistent with this Policy.

5. Approval of Permit Application: If SDRP determines that the Permit Application meets the requirements of the SDRP and this Policy, it will provide written approval of the Permit Application to the Event Organizer. Any subsequent change to an approved Permit Application by the Event Organizer may result in cancellation of the event and a penalty fee and/or loss of the deposit.

6. Cancellations at least 10 days before an event: If a cancellation is RECEIVED by SDRP at least 10 days before an event, either by email or U.S. mail, a full refund will be made. The Event Organizer must confirm receipt of the cancellation notice from SDRP.

7. Cancellations less than 10 days before an event: If a cancellation is RECEIVED by SDRP less than 10 days before an event, the Event Organizer may be charged 25% of the fee paid. 7. Event organizers must review and comply with all Park Rules, in addition to the information contained in this Policy. Park Rules are attached as Addendum 1.

8. Event organizers are required to pick up and remove all marking or other evidence of the event within 24 hours after the ending day/time of the event. Failure to do so may result in a fine or forfeiture of event deposit.

9. Alcohol/Glass Containers: Event organizer is responsible for obtaining any Alcoholic Beverage Control (ABC) Permit that may be required, in addition to all other permits, if alcohol will be served during the event. Glass containers used for drinking liquids are not allowed anywhere in the park.

10. Portable Toilets: Event organizer may be required to provide portable toilets depending on the length and type of event and the number of users. Portable toilets would be located at the nearby staging area, not at the Birdwing itself.

RESTRICTIONS FOR ALL USERS

1. Events may be held during daylight hours only, unless expressly authorized by the SDRP Ranger as part of the approved application. No night lighting is permitted.
2. No vehicle access for set-up directly at the Birdwing is available. The ranger will identify the closest available access.
3. Event organizers cannot require SDRP staff for their events and must provide personnel of their own to manage trail usage, parking, and respond to problems.
4. Events, particularly competitive events, cannot interfere with normal trail activities, including access to parking and trails. If SDRP staff believes that the proposed event will interfere with normal trail activities, the event organizer must revise their plans per direction from SDRP staff.
5. All trash from the event must be removed by event organizer, who must provide large plastic trash bags. Existing SDRP trash cans need to be emptied after the event and lined with a plastic bag by the Event Organizer, with recyclable materials separated and disposed of appropriately.
6. No plants or seeds that may sprout may be brought in for the event.
7. SDRP staff may cancel the event in the case of rain, as defined here: Definition of rain – 24 hours before the event, if rain is forecasted by the National Weather Service to exceed .15 of an inch during the event or if within 48 hours of the event rain exceeded or predicted to exceed 1" or if total rain fall 3 days to 1 week prior to the event rainfall exceeds 2" or within 24 hours of the event rain exceeded or predicted to exceed .50 of an inch.
8. SDRP staff may cancel the event in the case of wildfires threatening River Park trails.
9. Smoking is prohibited anywhere in the park.
10. Hot air, helium, blow-up, water, mylar, or other balloons are prohibited at the event.
11. Amplified speakers are not allowed at the Birdwing unless authorized specifically by the SDRP Ranger as part of the approved application.
12. SDRP or Public Utilities staff reserve the right to revoke permission or deny future access if the event organizer violates this policy or engages in activities that are deemed incompatible with regular use of the trail system or Park facilities.

Addendum #1

Rules of the San Dieguito River Park

The San Dieguito River Park was created to help preserve and protect the fragile resource of natural open space. The following rules were established to provide the opportunity for recreation that does not interfere with wildlife or peoples enjoyment of the Park's natural resources.

HAVE A GOOD TIME - It is very important that people enjoy their time spent at the San Dieguito River Park. Regardless of how people feel when they enter the Park, when leaving they should feel good about themselves and their experience.

STAY ON DESIGNATED TRAILS - SDRP maintains trails designated for public use. These trails are maintained to provide access to natural areas and preserve the adjacent ecology. Use of closed trails is not allowed and use of non-designated trails is discouraged. If people stay on the trails then the wildlife will be allowed to live unaffected by the intrusion of humans who come to their habitat to enjoy nature and get exercise.

PETS MUST BE LEASHED AT ALL TIMES AND OWNERS MUST CLEAN UP AFTER THEIR PETS - Pets should be leashed and on the trail for resource protection, safety, and consideration of other people (see hand-out 'Why should I put my dog on a leash'). Owners must clean up after their pets for obvious reasons. Although the park provides bags at the trailheads, it is the pet owner's responsibility to carry a bag or tool to remove the pet waste.

LITTERING AND DUMPING PROHIBITED - Carry out what you carry in. Trashcans are located at all trailheads and also on some trails.

DEFACEMENT PROHIBITED - All trail markers, fences, signs, benches, and materials must be protected. SDRP has limited funding and vandalism takes resources away from other projects. Natural features also must be protected from defacement. Spray painting and carving into rock, sand, or trees is, of course, strictly prohibited.

ALL GEOLOGICAL AND ARCHEOLOGICAL RESOURCES ARE PROTECTED - It is important that the geological features remain undisturbed to ensure a healthy ecosystem off the trail. Archeological resources are protected. Removal of any artifacts erases cultural history information of the San Dieguito River Park. Artifacts must be studied in their original location or the information is lost. Relics that remain may have religious value, and the removal of these artifacts can be considered the equivalent of stealing from a church.

NO COLLECTING OR REMOVING OF ANY PLANT OR ANIMAL, THEY ARE PROTECTED - In order to maintain a quality experience for people who enjoy the natural areas of the San Dieguito River Park, it is important not to disturb the ecosystem. Because of the large amount of people who visit the park, picking flowers or breaking off a branch can have long-term negative impacts on the ecosystem. For every snake or lizard that is killed or removed, many insects or rodents will not be eaten and allowed to thrive and multiply.

NO HUNTING OR FIREARMS ALLOWED, FIREWORKS ARE PROHIBITED- This includes all weapons; guns, rifles, bow and arrows, sling shots, and spears. Regardless of the target these items are not allowed. Weapons put the public's safety at risk (*see No Collecting or removing of any plant or animal and Fires are strictly prohibited for explanation).

OFF ROAD VEHICLES ARE NOT PERMITTED, AUTHORIZED VEHICLES ONLY - Off road vehicles damage the SDRP trails that are designed for equestrian, hiker, or bicycle usage only. The noise of off-road vehicles may interfere with bird nesting and nocturnal animals that sleep close to the trail.

FIRES ARE STRICTLY PROHIBITED - Dry brush, in some cases has inherent properties that encourages fire, is extremely dangerous. Throughout San Diego County campfires contribute to devastating fires annually. BBQ's are permitted in a specified area at the Lake Hodges boat dock ONLY, no exceptions (lake must be open for fishing).

SMOKING IS NOT PERMITTED ON PARK TRAILS OR AT PARK FACILITIES AT ANY TIME.

FISHING is permitted seasonally at Lake Hodges. This helps lessen the impact of fishermen to the lake and surrounding ecosystems. Fishermen must possess a California fishing license and a daily-use permit that can be purchased at the main boat dock concession stand. Call 619-465-3474

Please remember that a large number of people utilize the trails of the San Dieguito River Park and our ability to maintain a healthy natural environment will insure our continued access to natural areas in the future.