



Drake Park Information Sheet For Public Events

Thank you for considering Drake Park for your public event. This information sheet is intended to provide you with details about Drake Park. The *Guidelines for Public Events in Community Parks* (available at bendparksandrec.org) has general park use information.

Drake Park events may be required to be additionally permitted through the City of Bend. Contact the City of Bend at specialevents@bendoregon.gov for more information.

PARK AVAILABILITY:

The event season is April 15th – October 15.

HOURS:

- Park hours are 5:00 am – 10:00 pm.
- Drake Park curfew for events is **9:00 pm on Sunday – Thursday; 10:00 pm Friday – Saturday.**

EVENTS PER MONTH:

A maximum of six (6) event days including set-up days, each month can be permitted, with a maximum of two (2) events/days per week. A single event may not exceed two days, which includes set up days.

CAPACITY:

- Capacity for each event will be based upon a variety of factors including space available, park features, quantity and size of tents, stages, cars, people traffic flow, public safety, impact to the park, impact to neighbors, and crowd management strategies.
- This park has 4 acres of turf area conducive to special events.

PARKING/VEHICLES:

- Parking spaces for Drake Park are limited to approx. 50 spaces along Riverside Blvd. and are not exclusive to events
- Event organizers are required to contact the City of Bend for permitting and approval of parking and traffic plan. A shuttle plan may be an element of a parking plan.
- “No Parking” signs will be required for signing the designated neighborhood streets.
- Event organizers must return the “No Parking” signs by the next business day after their event.
- Do not use duct tape on “No Parking” signs.
- Vendors and event attendees need to be informed as to allowable parking.
- Vehicles will not be allowed on park grounds without access permits from the district.
- Any vehicle entering the park/turf is required to have a vehicle access permit visible. If the permit is not present in the vehicle the event organizer will be charged the appropriate fee for that vehicle.

AMPLIFIED SOUND and NOISE:

- Event organizers must adhere to City of Bend noise ordinances (Bend Code 5.50).
- Consistent with an agreement with neighbors and subsequent District policy, amplified sound may not begin prior to 10:00 am (vs. 7:00 am per City of Bend ordinance) and must end at specified curfew times listed above. This includes sound test and set up. Applications must be

submitted to the City of Bend 45 days prior to the event date to allow time for sufficient notice and review.

AMENITIES:

- Band shell is 70 ft wide by 40 ft. deep at the widest
- There are 50 amp electrical services near the band shell and at the southern end of the park near the pump house.
- Potable water

ADA:

The American's with Disability Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities and opens doors for full participation in all aspects of everyday life. BPRD will provide guidelines that are intended to help event organizers design events to accommodate people of all abilities. This information is not intended to be an all-inclusive guide to ADA compliance. It is the responsibility of the event organizer to understand and comply with all federal regulations that pertain to the Americans with Disabilities Act.

SET UP/TAKE DOWN:

Set up and start time will be determined at the pre-event meeting with the district event team. The event organizer needs to be present for set up and take down.

ANIMALS AT EVENTS:

Event organizers may prohibit individuals from bringing animals into an area where a special event is being held. This prohibition does not apply to service animals.

Dogs must be leashed in all district parks and facilities except in designated off-leash areas.

DRAKE PARK FOOTBRIDGE:

Please limit 20 people on the bridge at a time. For run/walk events, signage and volunteers are required to direct participants to remain on one side so the public is able to continue to use the bridge.

Drake Park guidelines will be reviewed annually in October of each year.

Any variance from these park use conditions must be pre-approved by the Bend Park & Recreation District.