

Pier Park Passes and Guest Privileges

City of Grosse Pointe Farms

Department of Parks and Recreation

The following policies have been established by the City of Grosse Pointe Farms in connection with the admission of residents and guests to Pier Park. These policies govern the issuance of park passes by the Parks and Recreation Department and the admission of residents and guests to Pier Park. The City Manager and City Council may approve exceptions to these policies in special situations.

I. Issuance of Resident Park Passes

- a. Admission to Pier Park is limited to residents of the City of Grosse Pointe Farms who have a valid Grosse Pointe Farms Resident Park Pass and to guests having admission privileges in accordance with these policies. Resident Park Passes are to be presented to the front gate attendant for each entry into Pier Park. These admission requirements apply during all seasons throughout the year.
- b. Resident Park Passes are not issued to children under eight (8) years of age.
- c. Resident Park Pass applications are to be completed and mailed or returned to the Parks and Recreation Office, 350 Lakeshore Road, Grosse Pointe Farms, Michigan 48236, during regular business hours. Applications can also be returned at the City Hall “drop box” in the parking lot at 90 Kerby Road, Grosse Pointe Farms, Michigan 48236.
- d. The City requires three (3) approved forms of identification to establish residency (either for new residents or for any persons for whom valid residency is at issue). Approved forms of identification are limited to a valid driver's license, state identification card, voter registration card, utility bills (water, gas, electric, or phone), property deed, or executed lease or rental agreement. The Parks and Recreation Director must approve all other forms of identification.
- e. Resident Park Passes are valid for one year between January 1st through December 31st.
- f. Lost Resident Park Passes may be replaced at the Parks and Recreation Office. Replacement requests are limited to no more than two (2) per year. A scaled administrative fee will be charged for the replacement of lost Resident Park Passes. Replacement Resident Park Passes will not have any guest privileges except as allowed in Section II, Resident Guest Privileges, b1.

- g. Tenants of residential property are eligible to receive a Resident Park Pass. The City will not issue any Resident Park Passes to a tenant absent receipt of a satisfactory "Residence Verification Form" from the property owner. No Resident Park Pass will be issued to a new tenant without the completion of a new "Residence Verification Form", and the cancellation of the prior tenant's(s') Resident Park Pass(es).
- h. Non-resident landlords of residential property are not entitled to a Resident Park Pass.
- i. Resident Park Passes can be issued to residents of Grosse Pointe Farms that are temporarily displaced in case of extensive damage or renovation to their home (based upon verification, to the satisfaction of the Parks and Recreation Director, through building permits issued through the Public Service Department).

II. Resident Guest Privileges

- a. Resident Park Passes have a total of ten (10) non-resident guest privileges for each year.
- b. One (1) Resident Park Pass punch is required for **each** non-resident guest with the following exceptions:
 - 1. Excluding the Memorial Day weekend, the Independence Day holiday and Independence Day Weekend, the Labor Day weekend, Ice Cream Social, Regatta/Fireworks Day, Outdoor Movie Nights, Home Swim Meets, Swim Team Banquet Evening, Synchronized Swim Show, Fishing Rodeo, Family Campout, and other days associated with special events as determined by the City. ***Residents will be allowed up to two (2) non-resident guests per day without the use of guest punches.***
 - 2. No guest punches are required with an approved Picnic Gathering, Shelter, Gazebo Reservation or Building Rental.
 - 3. Residents that moor a boat in the Pier Park Harbor with a valid mooring agreement can admit boating guests without the use of any Resident Park Pass punches. The number of boating guests allowed is determined by the capacity of the boat.

4. If the guest will not arrive with the host resident, the host must submit a printed guest list of persons, eight (8) years of age and older, in alphabetical order on standard size paper no later than five (5) business days prior to the scheduled reservation. The guest list must include the following: (1) name of the sponsoring resident, (2) date and time of the function, (3) full name of each non-resident guest, (4) City of residence. Example: Joseph Smith, St. Clair Shores.
- c. No guest punches are required for non-resident guests under eight (8) years of age.
- d. The resident host must accompany a non-resident guest throughout the duration of the guest's visit to Pier Park.

III. Caregiver Park Passes

- a. Caregiver Park Passes are available to households with children under eight (8) years of age, unless an exception is granted by the City Manager. (Note: children eight (8) years of age and older are issued Resident Park Passes with guest privileges that accommodate a caregiver).
- b. Caregiver Park Pass applications must be completed in person at the Parks and Recreation Office, Pier Park, 350 Lakeshore Road, Grosse Pointe Farms, Michigan 48236 during normal business hours and accompanied with the Caregiver Park Pass fee.
- c. Caregiver Park Pass applications must be completed by an adult resident, twenty-one (21) years of age or older, requesting a caregiver for their family member(s) and, if approved, will be mailed to the applicant after processing.
- d. Each Grosse Pointe Farms residence is eligible for one general Caregiver Park Pass.
- e. Entry into Pier Park for a caregiver or babysitter is restricted to those times when the caregiver or babysitter is actually providing care to at least one of the persons that are listed on the Caregiver Park Pass.
- f. The caregiver must be at least sixteen (16) years of age.
- g. Lost Caregiver Park Passes may be replaced at the Parks and Recreation Office. Replacement requests are limited to no more than two (2) per year. A scaled administrative fee will be charged for the replacement of lost Caregiver Park Passes.
- h. There are no guest privileges for Caregiver Park Passes.

IV. Temporary Non-Resident Park Passes

- a. Temporary Non-Resident Park Passes are issued to persons that will be staying with a resident of Grosse Pointe Farms for an extended period of time (not less than one week).
- b. Persons issued a Temporary Non-Resident Park Pass must present the Park Pass and identification (such as a driver's license) to the Front Gate Attendant for each entry into Pier Park.
- c. Temporary Non-Resident Park Passes will have a specific expiration date.
- d. Temporary Non-Resident Park Passes will not be issued to non-residents living in Wayne, Macomb, or Oakland Counties.
- e. Only one (1) Temporary Non-Resident Park Pass will be issued to each visiting family (household) or individual.
- f. Temporary Non-Resident Park Pass applications must be filled out completely, by an adult resident, twenty-one (21) years of age or older, and returned by mail or in person to the Parks and Recreation Office, Pier Park, 350 Lakeshore Road, Grosse Pointe Farms, Michigan 48236 and accompanied with the Temporary Non-Resident Park Pass fee.
- g. Requests for Temporary Non-Resident Park Passes should be submitted for processing no later than one (1) week prior to the proposed guests' use of the Pier Park.
- h. Lost Temporary Non-Resident Park Passes may be replaced at the Parks and Recreation Office. Replacement requests are limited to no more than two (2) per year. A scaled administrative fee will be charged for the replacement of lost Temporary Non-Resident Park Passes.
- i. There are no guest privileges for Temporary Non-Resident Park Passes.

V. Loss of Park Privileges

- a. Use of a Resident Park Pass by anyone other than the valid resident will result in the loss of park privileges and the Park Pass will be confiscated.
- b. In accordance with City Ordinance 8-04, Section 4. no person while in or about the parks of the City shall engage in any conduct threatening, endangering or impairing the safety, health or comfort of others, or shall indulge in profane or indecent language, or any improper or indecent conduct, or any unduly boisterous or offensive conduct of any character.