

## **Picnic Grounds Special Event Additional Rules –**

**Intent – To offer a place for SVR homeowners to host special ceremonies or lifetime events, on a very limit basis, while being extremely sensitive to the potential disruption of our wetlands, vegetation, wildlife, and surrounding neighbors.**

Homeowners will be able to reserve and use the Picnic Area for a Special Event for members of their immediate family (parents, children, grandchildren) only – such as a wedding of a child or grandchild. Attendance allowed is up to a 175 maximum. An event application will be required for the Board to take into consideration how long SVR owner walk-in use may be limited or restricted to accommodate the Special Event use.

- The SVRF Board must receive any Special Event Request at least 90 days prior to the requested date. The request should include a statement of intent, as well as a specified layout plan for parking, tent, ceremony, port-a-potty trailer, caterer, set up and take down plans. Dates should be checked with adjacent homeowners to avoid an unnecessary conflict. The SVRF Board reserves the right to approve or deny any request at its sole discretion, recognizing the Board represents the interests of the Ranch first and foremost. All residents will be notified by e-mail of all “Special Event” approvals.
- The policy allows up to one Special Event of this scale to be held per year.
- No alteration of or damage to native vegetation is allowed. Non-permanent temporary floral decorations may be used so long as it does not damage vegetation.
- Parking must be on designated mulch parking spaces, which allows approximately 6 cars if a large tent is used. Additional parking in the Picnic Area is not allowed except short-term delivery or drop off event items. No parking will be allowed along Indiana Creek so shuttle parking arrangements for remaining guests must be developed. Signage should be provided to ensure adjacent properties and their driveways are not disturbed. Signage should be approved by the SVR board
- All consideration must be given to a short set-up and break-down timeline. A maximum of one business day prior to the event and one business day after the event are allowable.
- A security deposit of \$2,500 and proof of insurance must be provided at least two weeks prior to event. All incremental costs will be deducted from deposit – for example increased utility bill
- The Picnic Grounds General Use Rules and Guidelines may be modified for Special Events to allow lighting, music, a later closing, etc., but all prohibitions defined in the general use rules will be enforced. Additional requirements may also be imposed to assure proper use of the Picnic Grounds. SVR Owners **MUST** be present for any Special Event they ask to sponsor and schedule.
- Current ToBR and Town of Breckenridge sound ordinances limiting noise levels must be adhered to.
- Any SVR owner sponsoring an Event assumes liability for any issue which may arise from their Special Event use.
- We encourage hosting Members to inspect the area during set up. If anything is in a state of disrepair, please take a photo and send it to the SVRF Board. This will relieve you of liability for the expense of the repair.

\* The SVR Board will have the Picnic Grounds inspected after each planned Event. Any clean up or damage unaddressed will be documented and the SVRF Board will contact the Special Event homeowner to remedy or pay for damages.



## Spruce Valley Ranch Special Event Request Form

- Homeowner Name: \_\_\_\_\_
- Date and time of Event: \_\_\_\_\_
- Number of guests anticipated: \_\_\_\_\_
- Special requests: \_\_\_\_\_
- Liability Policy (Carrier and Policy No, Amount of SVR owner) \_\_\_\_\_
- Please include a \$2,500 dollar deposit at least two weeks in advance of the event.. Assuming there are no issues after the site is inspected, your deposit will be returned, less the cost of servicing the Port-o-Potty the ranch provides for all residents to use.
- By signing below, I understand the rules for using the Picnic Shelter Area and am willingly assuming the responsibility for its use for the Event.
- Owner signature: \_\_\_\_\_
- Date: \_\_\_\_\_