*Agency*
**Department of Environmental Protection**

*Subject*
**State Park Rules**

*Inclusive Sections*
**§§ 23-4-1—23-4-35**

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**State Park Rules**

**Sec. 23-4-1. General regulations**

(a) **Hours of operation.**

State parks and state forest recreation areas shall be open for public use daily between sunrise and sunset. State parks shall be open to public vehicular traffic daily between the hours of 8:00 a.m. and sunset, except as otherwise specifically authorized by the Department of Environmental Protection. Other state forest areas shall be open between one hour before sunrise and one hour after sunset.

(b) **Vandalism and possession of food or beverage inside historic structures.**

(1) No person shall deface, destroy, alter, remove or otherwise injure in any manner any structures, buildings, vegetation, earth or rock material, trees, or fuelwood, nor shall any wildlife be molested or disturbed except as authorized by the Department of Environmental Protection. The Commissioner may grant upon written application, permission to collect specimens, take samples and conduct other investigations for scientific or educational purposes. Such permission shall be in writing and shall be subject to such conditions as the Commissioner deems necessary.

(2) No person shall possess food or beverage inside of historic structures unless permitted by the Department of Environmental Protection.

(c) **Hunting/weapons.**

Hunting or carrying of firearms, archery equipment or other weapons, including but not limited to air rifles and slingshots, is not permitted in any state park or forest except as authorized by the Department of Environmental Protection. All carrying or use of weapons is subject to applicable provisions of the Connecticut General Statutes and regulations adopted thereunder.

(d) **Fishing**.

Fishing is permitted in all state parks and forests, except in designated swimming areas and other areas so posted. Fishing where permitted, is allowed from sunrise to sunset unless otherwise posted. All fishing is subject to the provisions of Chapter 490 of the General Statutes and regulations adopted thereunder.

(e) **Alcoholic beverages**.

(1) The possession or consumption of alcoholic beverages in the following state parks and state forest recreation areas is prohibited:

(A) Bigelow Hollow State Park;
(B) Black Rock State Park and campground;
(C) Eagleville Dam;
(D) Hopeville Pond State Park and campground;
(E) Housatonic Meadows State Park and campground;
(F) Indian Well State Park;
(G) Kent Falls State Park;
(H) Kettletown State Park and campground;
(I) Macedonia Brook State Park and campground;

(J) Mansfield Hollow State Park;
(K) Mashamoquet Brook State Park, East Killingly Pond area;
(L) Miller's Pond State Park;
(M) Osbornedale State Park;
(N) Mt. Misery and Green Falls campgrounds in Pachaug State Forest;
(O) Silver Sands State Park;
(P) Squantz Pond State Park; and
(Q) Sherwood Island State Park.

(2) For any state park or state forest recreation area not listed in subdivision (1) of this subsection, the following requirements apply:

(A) The possession or consumption of alcoholic beverages is prohibited on state park beaches, state forest recreation area beaches, boardwalks and other areas so posted.

(B) The possession of beer in containers larger than one liter is prohibited.

(C) The sale of alcoholic beverages is prohibited, unless authorized in writing by the commissioner.

(D) The commissioner shall have the authority to temporarily ban, for periods up to a maximum of ninety days, the possession or use of alcohol at specific recreation areas if its possession or consumption is creating public safety issues as determined by the commissioner.

(E) The possession or consumption of alcoholic beverages by a minor on lands under the commissioner's control is prohibited.

(f) **Pets and riding animals**.

(1) Pets and riding animals are prohibited in Sherwood Island and Squantz Pond State Parks from April 15 to September 30, inclusive. Except as provided in subdivision (5) of this subsection, riding animals and pets must be on a leash that is no longer than seven (7) feet in length, and must be under the control of their owner or keeper at all times.

(2) Pets and riding animals, including, but not limited to dogs and horses, are prohibited in the following areas of state parks and forests at all times: all buildings, swimming areas and other areas so posted. No person shall allow any pet or riding animal under their control to enter a waterbody in which there is a Department of Environmental Protection designated swimming area from anywhere on Department of Environmental Protection property containing that swimming area from April 1 through October 31, inclusive.

(3) In state forest campgrounds, no more than two pets shall be allowed per campsite. Pets are prohibited from state park campgrounds.

(4) Trained service animals, required to perform a specific task and for the ongoing treatment of a disability or health condition, are permitted in all areas not closed to the public while accompanied by the person needing their assistance.

(5) This subsection shall not apply to the proper use of dogs while in the act of hunting, training or deployment of certified search and rescue dogs or to Law Enforcement or Department of Environmental Protection personnel acting in the course of their employment.

(6) Persons bringing pets or riding animals to state recreation picnic areas, athletic fields, man-made structures, paved surfaces, beaches where permitted and campgrounds, with the exception of horse camps, shall remove and properly dispose of pet waste (feces) left by the pet or riding animal under their control.

(g) **Notices and signs.**

No person shall erect, post or distribute any notice or sign upon state park or forest property unless authorized by the Department of Environmental Protection manager in charge of such park or forest property.

(h) **Commercial restrictions.**

The use of state park or forest lands or any improvements thereon for private gain or commercial purposes is prohibited, except by concessionaires or vendors with written permission of the Commissioner, or the Commissioner's designee, or by Special Use License issued by the Department of Environmental Protection.

(i) **Meetings and proselytism.**

Political meetings and proselytism may be conducted only in areas and at times approved by the Commissioner of the Department of Environmental Protection or the Commissioner's designee. Such approval shall not be unreasonably withheld.

(j) **Littering.**

No person shall dispose of any material in a state park or forest, except in receptacles provided for such disposal.

(k) **Dumping.**

Disposing of any material in a state park or forest which was not accumulated during the use of such facilities is prohibited.

(*l*) **Trails and roads.**

(1) Trails are open to non-motorized, multiple use activities unless posted closed. Use of any trail, road or path posted as closed by the Department of Environmental Protection is prohibited.

(2) Use of Connecticut Blue-Blazed Trails and the National Park Service Appalachian Trail crossing state property shall be limited to hiking except where Department of Environmental Protection blazed trails supporting other uses coincide.

(3) Public roadways in state parks and forests are open to registered motor vehicles as defined in 14-1 of the Connecticut General Statutes and other non-motorized multiple uses unless posted closed.

(4) Service, logging and other roads closed to public use by motor vehicles are open to non-motorized multiple use activities unless posted closed.

(m) **Boats.**

(1) Boats shall be restricted to areas posted for boating by the Department of Environmental Protection, and are prohibited in swimming areas.

(2) No person shall fasten a boat to any state park or forest pier or anchor in any launching area so as to prevent free access to the pier or launching area.

(3) Vessels launching from Squantz Pond State Boat Launch are prohibited from using

a motor or combination of motors in excess of 25 horse power. Larger motors may be attached to such vessels but the propeller must be removed and the motor inclined out of the water or as high as possible. No motorized vessels may land or offload/unload passengers or equipment on Department of Environmental Protectionowned property outside of the launch area.

(n) **Gambling.**

Gambling in any form on state park or forest property is prohibited.

(o) **Disorderly conduct.**

Disorderly conduct, public nudity, intoxication, and obscene or indecent behavior are prohibited, and all forms of rough play, or activities or contests creating hazards to persons or property, including, but not limited to, the use of paintball guns or other similar devices, are prohibited.

(p) **Picnicking.**

Picnicking is allowed unless otherwise posted by the Department of Environmental Protection.

(q) **Fires.**

(1) Fires may be kindled only in grills, stoves, fireplaces or other designated campfire facilities.

(2) No person may kindle or maintain a fire within five (5) feet of any tree, building or shrub, except in those locations where the Department of Environmental Protection has provided fireplaces or grills.

(3) Fire residue shall be properly disposed of in hot coal/ash receptacles, where provided.

(4) Fire residue shall not be disposed of in a manner that may damage property or cause injury to a person.

(5) No fire shall be left unattended.

(r) **Athletics.**

The playing of baseball, football, soccer, golf or other athletic games is allowed unless otherwise restricted.

(s) **Swimming.**

(1) Swimming is allowed except where posted as prohibited by the Department of Environmental Protection.

(2) All persons in swimming areas shall obey the lifeguards.

(3) Swimming hours are from sunrise to sunset.

(4) No person shall swim in long pants, a long-sleeved shirt, a skirt, a dress or other restrictive clothing.

(5) Washing of persons or articles in the waters of swimming areas is prohibited.

(t) **Glassware.**

The possession or use of glass on the beach or in swimming areas is prohibited.

(u) **Fireworks.**

The possession or use of all classes of fireworks in any state park or forest is prohibited except as authorized by the Commissioner of Environmental Protection. Such authorization

shall be in writing and subject to the applicable provisions of the General Statutes and regulations adopted thereunder and such conditions as the Commissioner deems necessary.

(v) **Swimming aids.**

(1) Inflatable or buoyant devices (including, but not limited to, inner tubes, ring buoys, balls, air mattresses and rafts) are prohibited in those areas at state swimming areas that are protected by on-duty lifeguards, except for U.S. Coast Guard approved personal flotation devices when worn by swimmers. The use of U.S. Coast Guard approved personal flotation devices may be required in certain areas as determined to be appropriate by the Department of Environmental Protection. These areas shall be designated by the posting of conspicuous signs notifying individuals of the required use of the U.S. Coast Guard approved personal flotation devices.

(2) Snorkels are prohibited in guarded swimming areas.

(3) Goggles, facemasks and flippers are permitted in swimming areas.

(w) **Under-water fishing devices.**

Under-water fishing devices are prohibited in designated swimming areas.

(x) **Noise.**

No person shall cause or allow any noise which infringes on the ability of others to enjoy state park or forest property, except as authorized by the Commissioner of the Department of Environmental Protection or the Commissioner's designee.

(y) **Avoidance of fees.**

The avoidance of fees established in accordance with Section 23-26 of the General Statutes at the various state parks and forests is prohibited.

(z) **Buildings and structures.**

(1) No person shall use any building or structure for any purpose other than that for which it is designated.

(2) No person may attach any electrical extension cord to any electrical receptacle unless authorized by the Department of Environmental Protection manager in charge.

(aa) **Public water facilities.**

(1) The use of public drinking water facilities for the purpose of washing is prohibited.

(2) No person shall attach any item to a faucet without prior approval of the Department of Environmental Protection manager in charge.

(bb) **Losses or theft.**

The state assumes no responsibility for the loss or theft of any article in any state park or forest.

(cc) **Tents.**

(1) Full coverage tents are not permitted in day-use areas, including, but not limited to, beaches, parking lots and picnic areas.

(2) Rigid frame (event-type) tents are not permitted to be erected on state park or forest property except as authorized in writing by the Commissioner of Department of Environmental Protection or the Commissioner's designee.

(Effective July 13, 1993; Amended July 27, 2007; Amended July 7, 2014)

**Sec. 23-4-2. Vehicles – traffic and parking regulations**

(a) **Parking**.

Parking of vehicles shall be limited to such places and hours as designated by markings, signs or postings. It shall be prima facie evidence that the registered owner of the vehicle was the operator at the time of any parking violation.

(b) **Speed limit.**

Unless otherwise posted, the speed of any vehicle in state parks or forests shall not exceed twenty (20) miles per hour.

(c) **Traffic signs.**

No person shall operate, park or stand any motor vehicle in a manner contrary to any traffic or parking sign.

(d) **Motor vehicles, use restricted.**

Motor vehicles, including motorcycles and motorized bicycles, are restricted to operating on roads, parking lots, campsites and other areas posted for such, except as authorized by the Department of Environmental Protection. The use of all other motor vehicles, except motorized wheelchairs, is prohibited, except as authorized by the Department of Environmental Protection.

(e) **All-terrain vehicles and snowmobiles, use restricted.**

No person shall use any all-terrain vehicle or snowmobile, as defined in Section 14-379 of the General Statutes on any state park or forest land except in areas posted for the use of such vehicles.

(Effective June 24, 1986; Amended July 27, 2007)

**Sec. 23-4-3. Camping regulations**

(a) **Campground areas.**

Camping is restricted to such places and times as are designated by the Department of Environmental Protection.

(b) **Camping permit.**

(1) Any person wishing to camp in a state park or forest campground area must secure a permit.

(2) A person must be eighteen years of age or older to secure a camping permit.

(3) The permittee is responsible for the campsite and the conduct of all members of the camping party and all visitors to the campsite.

(4) No one shall occupy a campsite prior to check-in time or stay past check-out time of the last day covered by the permit. Equipment left on the site after the date and time of expiration of the permit will be considered abandoned.

(c) **Camping equipment.**

(1) No person shall place any vehicle, camping or other equipment on any state park or forest campsite without a permit.

(2) Camping is restricted to camp trailers, tents and similar equipment except where otherwise designated by the Department of Environmental Protection manager in charge.

(3) Any and all camping equipment on a single campsite may not occupy a total of more than four hundred (400) square feet of ground area.

(4) Any unauthorized or abandoned vehicles, camping or other equipment may be removed by any law enforcement officer of the Department of Environmental Protection or by the Department of Environmental Protection manager in charge or his or her designee. Any fees or fines incurred or costs for removal, disposal or storage of equipment shall be the responsibility of the owner of the equipment.

(d) **Trespassing.**

No person shall trespass on the campsite of another.

(e) **Transfer of permit.**

No person shall transfer a camping permit to another.

(f) **Lights.**

All lights on a campsite, except those needed for safety, shall be extinguished by 11:00 P.M.

(g) **Campfires.**

No combustible material shall be added to campfires after 11:00 P.M.

(h) **Quiet hours.**

No person shall cause or allow any noise, which disturbs the tranquility of others between the hours of 10:00 p.m. and 7:00 a.m.

(i) **Campground parking.**

The maximum number of motor vehicles allowed per campsite is two (2) unless posted otherwise.

(j) **Campsite occupancy.**

The maximum number of occupants allowed per campsite is six. However, a parent or parents accompanied by any number of their children under the age of eighteen may occupy a single campsite irrespective of the six person limitation.

(k) **Visitors.**

Visitors shall park in designated visitor parking areas only and shall not otherwise drive or park within the campground. Visitors are permitted to enter state park or forest campgrounds between the hours of 8:00 A.M. and sunset, and must leave the campgrounds by10:00 P.M.

(*l*) **Permit forfeiture.**

A permit shall be forfeited if the permittee fails to occupy the campsite within the first twenty-four (24) hour period for which the permit has been granted.

(Effective June 24, 1986; Amended July 27, 2007)

**Sec. 23-4-4. Bluff Point Coastal Reserve regulations**

(a) This section shall be applicable to the Bluff Point Coastal Reserve, which is defined in Special Act 75-45, as amended. Sections 23-4-1 through 23-4-3 inclusive and 23-4-5 of the Regulations of Connecticut State Agencies, to the extent they do not conflict with this section, shall also be applicable to the Bluff Point Coastal Reserve.

(b) **Hours of operation.**

(1) Bluff Point Coastal Reserve shall be open to the public daily from sunrise until sunset, provided that fishing shall be allowed at any time. Except as is specifically provided for in subdivision (2) of this subsection, no person shall enter Bluff Point Coastal Reserve except when it is open.

(2) The Commissioner shall close Bluff Point State Park and Bluff Point Coastal Reserve for the taking of deer pursuant to section 26-86a-11 of the Regulations of Connecticut State Agencies. During any such closure only persons employed by the Department of Environmental Protection whose employment requires them to do so or persons with specific written authorization from the Commissioner shall be allowed to enter Bluff Point State Park or Bluff Point Coastal Reserve during the days or hours designated by the Commissioner. To effect such closure the Commissioner shall post notices or signs or shall otherwise notify the public that Bluff Point State Park and Bluff Point Coastal Reserve are closed, including the hours or days that they will remain closed.

(c) **Weapons.** Except for authorized law enforcement personnel or persons authorized pursuant to section 26-86a-11 of the Regulations of Connecticut State Agencies, no person shall discharge, possess or carry any firearm, archery equipment or other weapon, including but not limited to an air rifle or sling shot within Bluff Point Coastal Reserve.

(d) **Pets.** Subsection (f) of section 23-4-1 of the Regulations of Connecticut State Agencies shall apply, provided that no pets or riding animals shall be allowed into any area so posted by the Commissioner.

(e) **Notices and signs.** No person, other than the Commissioner, shall erect or post, or attempt to erect or post, any notice or sign in Bluff Point Coastal Reserve. The Commissioner may erect or post any sign or notice within Bluff Point Coastal Reserve consistent with Special Act 75-45, as amended.

(f) **Improvements/structures and commercial restrictions.**

(1) No person, other than the Commissioner, shall, temporarily or otherwise, make improvements to or erect structures on or in Bluff Point Coastal Reserve. The Commissioner may make improvements to or erect structures on or in Bluff Point Coastal Reserve consistent with Special Act 75-45, as amended.

(2) Except with the advance written authorization of the Commissioner, no person shall use Bluff Point Coastal Reserve for private financial gain or for commercial purposes. Any such authorization granted by the Commissioner shall be for the purposes specified in Special Act 75-45, as amended.

(g) **Waste disposal.** No person shall dispose of any waste material at Bluff Point Coastal Reserve except in a receptacle provided by the Commissioner for such purpose and provided that all such waste material was generated there as a normal incident to such person's lawful use of Bluff Point Coastal Reserve. If no receptacle is provided by the Commissioner, each person shall remove or carry out of Bluff Point Coastal Reserve all such waste material accumulated or generated there by such person during such person's use of Bluff Point Coastal Reserve. No person shall bring any waste material into Bluff Point Coastal Reserve

for disposal therein.

(h) **Fires.** No person shall light a fire at Bluff Point Coastal Reserve.

(i) **Fireworks.** No person shall possess or use fireworks at Bluff Point Coastal Reserve.

(j) **Use of motor vehicles and parking.**

(1) Except as is specifically provided for in this subsection, no person shall use or operate any motor vehicle within, allow any motor vehicle to enter into, or park any motor vehicle within Bluff Point Coastal Reserve. Any such unauthorized vehicle within Bluff Point Coastal Reserve may be towed at the owner's expense. For purposes of this subsection, the term motor vehicle shall include any motor vehicle, motorcycle, motorized bicycle, camp trailer, camper, motor bus, mechanically driven mass conveyance, snowmobile, all-terrain vehicle, truck, trailer or tractor.

(2) Only the following persons may use or park a motor vehicle, a battery-powered conveyance as described in subparagraph (C) of this subdivision, or a horse-drawn or electric-powered conveyance within Bluff Point Coastal Reserve:

(A) Department of Environmental Protection employees using a motor vehicle within the course of their employment;

(B) Persons responding to an emergency within Bluff Point Coastal Reserve;

(C) Persons using battery-powered conveyances capable of carrying not more than two persons for use by the physically disabled or the elderly provided any such person receives advance written authorization from the Commissioner to operate or park a battery-powered conveyance within Bluff Point Coastal Reserve; or

(D) Persons using horse-drawn or electric-powered conveyances, provided any such person receives advanced written authorization from the Commissioner to operate or park such conveyance within Bluff Point Coastal Reserve.

(3) Any such motor vehicle or conveyance lawfully within Bluff Point Coastal Reserve shall only be used along established roadways therein, unless otherwise authorized by the Commissioner. Such authorization shall be consistent with Special Act 75-45, as amended.

(k) **Camping.** No person shall camp at Bluff Point Coastal Reserve.

(Effective October 4, 1995; Amended July 27, 2007; Amended May 3, 2010)

**Sec. 23-4-5. Evictions and penalties**

(a) **Eviction.**

(1) Violation of any provision of sections 23-4-1 through 23-4-4, inclusive, of the Regulations of Connecticut State Agencies shall be sufficient cause for eviction for a period of twenty-four hours.

(2) No person evicted with written notice shall enter any state park or forest during the eviction period.

(b) **Penalties.**

(1) Any person who violates any provision of sections 23-4-1 through 23-4-4, inclusive, of the Regulations of Connecticut State Agencies shall have committed an infraction.

(2)

(A) Any person who violates any provision of sections 23-4-1 to 23-4-4, inclusive, of these regulations shall pay a fine of thirty five-dollars ($35.00).

(B) Any person who enters a state park or forest during an eviction period in violation of subsection (a) of this section shall pay a fine of seventy-five dollars ($75.00).

(Effective June 24, 1986; Amended July 27, 2007; Amended May 3, 2010)

**Sec. 23-4-6. Transferred**

Transferred to Sec. 23-26, September 8, 1998

**Use and Fee Structure of Certain State Park Facilities**

**Sec. 23-4-7. Applicability**

Sections 23-4-7 through 23-4-22, inclusive, govern the rental of facilities at Harkness Memorial State Park, Rocky Neck State Park, Fort Trumbull State Park, Gillette Castle State Park and Putnam Memorial State Park. Violation of any provision of such sections shall be deemed an infraction and shall be punishable by a fine of up to $90 or by such higher fine as may be provided by law.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-8. Definitions**

For the purposes of sections 23-4-7 through 23-4-22 inclusive:

(1) "Alcoholic beverage" means an alcoholic beverage as defined by section 30-1 of the general statutes;

(2) "Amphitheatre" means the open area with bench seating, south-west of the mansion at Harkness Memorial State Park;

(3) "Columbus Day" means the second Monday in October;

(4) "Commissioner" means the Commissioner of Environmental Protection or the Commissioner's representative;

(5) "Conference Center" means the building west and north of the fort at Fort Trumbull State Park;

(6) "Contractor" means a person retained, whether or not for compensation, by a renter in connection with an event, including but not limited to a caterer, bartender, photographer, musician, florist, or entertainer;

(7) "Department" means the Department of Environmental Protection;

(8) "Event" means a social, cultural, or business function, including but not limited to a party, reception, fund raiser, concert, conference or seminar. An event includes the primary event activity as well as set-up and take-down;

(9) "Fort" means the lower level interior courtyard excluding rooms on the western side and the rampart at Fort Trumbull State Park;

(10) "FT Visitor Center" means the building west and south of the Fort;

(11) "GC Visitors' Center" means the orientation room, central hall and veranda of the Visitors' Center at Gillette Castle State Park;

(12) "Individual Rooms" means any one or more of the rooms of the Mansion;

(13) "Mansion" means the first floor, bride's room and the south courtyard tent of the Mansion at Harkness Memorial State Park;

(14) "Memorial Day" means the last Monday of May;

(15) "Park" means Harkness Memorial State Park, Rocky Neck State Park, Fort Trumbull State Park, Gillette Castle State Park or Putnam Memorial State Park in the context of sections 23-4-7 through 23-4-22, inclusive, of the Regulations of Connecticut State Agencies;

(16) "Park Supervisor" means the Department employee stationed at the Park who has ultimate responsibility at that Park for operations thereof;

(17) "Pavilion" means the second floor of the Ellie Mitchell Pavilion at Rocky Neck State Park;

(18) "Pergola" means the arbor and tea room structure at the north end of the west garden of the Mansion;

(19) "Person" means person as defined by section 22a-2 of the general statutes;

(20) "PM Visitor's Center" means the historic building and visitors' center at Putnam Memorial State Park;

(21) "Premises" means the Mansion, the Amphitheatre, the Pergola, any of the Individual Rooms, the Pavilion, the Fort, Conference Center, FT Visitor Center, South Lawn or GC Visitors' Center and Veranda, and PM Visitor's Center and all structures and appurtenances thereof;

(22) "Primary event activity" or "primary activity" means the endeavor or endeavors which are the event's principal purpose and excludes set-up and take-down;

(23) "Rampart" means the upper tier of the Fort;

(24) "Rental or "rent" means the occupation, for the fees and under the conditions specified in Sections 23-4-7 through 23-4-22, inclusive, of any of the premises (a) for the purpose of holding an event, and (b) the exclusion of all persons other than the renter, his guests, his contractors, and representatives of the Department;

(25) "Renter" means a person who rents, as that term is defined in this section;

(26) "Set-up" means activities conducted in preparation for the primary event activity, including but not limited to: food preparation, decoration with flowers or other items, setting up of tables and chairs, and delivery of equipment and supplies;

(27) "South Lawn" means the lawn area south of the Fort;

(28) "Take-down" means activities associated with cleaning up after the primary event activity, including but not limited to removing supplies and equipment, cleaning the premises, and removing waste generated by the event; and

(29) "Terrace" means the outdoor area adjacent to and on the southwest side of Gillette Castle.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-9. Facilities available for rental**

(a) At Harkness Memorial State Park, the Mansion, Individual Rooms, and Amphitheatre may be rented singly or in combination for an event.

(b) At Rocky Neck State Park, the Pavilion may be rented for an event.

(c) At Fort Trumbull State Park, the South Lawn, Conference Center and Visitor Center may be rented singly or in combination with the Fort for an event.

(d) At Gillette Castle State Park, only the Visitors' Center and the Veranda may be rented for an event. The Terrace may be rented for ceremonies only.

(e) At Putnam Memorial State Park, the Pavilion may be rented for an event.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-10. Availability of premises**

(a) **Harkness Memorial State Park:**

(1) Except as provided in subdivision (2) of this subsection, from March 1 through December 23, the Mansion, Pergola, and Amphitheatre may be rented for an event Tuesday through Sunday between 10:00 a.m. and midnight.

(2) From Memorial Day through Columbus Day and on any day when the Mansion is open for public tours, an event may begin no earlier than 3:00 p.m. and the primary activity of such event may begin no earlier than 5:00 p.m.

(3) Except as provided in subdivision (4) of this subsection, from March 1 through the Thursday preceding Memorial Day and from the day after Columbus Day through December 23, the Individual Rooms may be rented for a meeting, seminar or conference on Tuesday through Friday between 8:00 a.m. and 4:00 p.m.

(4) A guest may not enter the rented premises until the primary event activity is scheduled to begin.

(b) **Rocky Neck State Park:**

(1) From Memorial Day through Columbus Day, the Pavilion may be rented for an event any day of the week until midnight, provided that (A) on Monday through Thursday an event may begin no earlier than 8:00 a.m. and the primary activity of such event may begin no earlier than 10:00 a.m., and (B) on Friday through Sunday such an event may begin no earlier than 3:00 p.m. and the primary activity of such an event may begin no earlier than 5:00 p.m.

(c) **Fort Trumbull State Park:**

(1) The Fort and South Lawn may only be rented on days when the facility is open for public visitation. From Columbus Day through Memorial Day, the South Lawn and Fort are not available for rental. The curfew at the park is 11:00 p.m.

(2) The FT Visitor Center and the Conference Center are available for rental, year round. From Columbus Day to Memorial Day, the buildings are not available for rental on Saturdays and Sundays;

(3) The Fort, South Lawn, FT Visitor Center and Conference are not available for rental on state or national holidays;

(4) A guest may not enter the rented premises until the event activity is scheduled to begin.

(d) **Gillette Castle State Park:**

1. The GC Visitors' Center is available for rental, year round. From Columbus Day to Memorial Day, the building is closed on Mondays. Events may not begin prior to 5:00 p.m. and they must conclude by 11:00 p.m.

2. A guest may not enter the rented premises until the primary event activity is scheduled to begin.

3. From June through September, excluding holiday weekends, the terrace is available for wedding ceremonies on Saturdays at 10:00 a.m. or 5:30 p.m. for a period of one-half hour.

4. The building is not available for rental on state or national holidays.

(e) **Putnam Memorial State Park:**

(2) The PM Pavilion is available for rental, year round. Events must conclude by 11:00 p.m.

(3) The pavilion is not available for rental on state or national holidays.

(f) The renter shall be liable for the failure of any guest or contractor to vacate the rented premises by the time the event is scheduled to end.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-11. Rental fees**

Rental fees for events will be in effect until December 31, 2006. Starting in January 2007 and every three years thereafter, rental rates will be evaluated by the Commissioner. Based on the Consumer Price Index (CPI) of the previous 3 year period and rates at similar facilities within the southeastern and western Connecticut regions, the fees will be adjusted to reflect the current market. At no time will the rates increase by more than 3.3% in a given year or 10% for the next 3 year period. The fees will be rounded to the nearest $50 increment. Rental fees shall be charged as follows:

(a) **The Mansion:**

(1) First floor and bride's room and south courtyard tent for an event scheduled to last up to 7½ hours shall cost $4,200, provided that if the applicable contract between the Commissioner and renter provides for the event to last longer than 7½ hours, the rental fee shall include the $4,200 fee for the first 7½ hours plus $700 for each hour or fraction thereof thereafter until the scheduled end of the event.

(2) First floor, south courtyard tent, Amphitheatre, or Pergola, for an event scheduled on Tuesday, Wednesday, or Thursday to last for up to 6½ hours and scheduled to end no later than 11:00 p.m. shall cost $3,100.

(3) For each hour or fraction thereof beyond the time an event is scheduled the renter shall pay an additional fee of $1,000. Additionally, the Commissioner may be entitled to any damages or other amounts by virtue of the renter's failure, or that of his guests or contractors, to vacate the rented premises by the scheduled end of the event.

(b) **The Amphitheatre:**

(1) For every unit of two hours or fraction thereof the cost shall be $300, provided that if the Amphitheatre is used during an event for which the Mansion has been rented, there is no rental fee for the first two hours of such use.

(2) For each hour or fraction thereof beyond the time an event is scheduled to last and in addition to any damages or other amounts to which the Commissioner may lawfully be entitled by virtue of the renter's failure, or that of his guests or contractors, to vacate the rented premises by the scheduled end of the event, an additional cost of $350 shall be assessed.

(c) **The Pergola:**

(1) The Pergola may be rented only in conjunction with an event at the Mansion and then only for a period of no longer than two hours beginning at the scheduled commencement of such event.

(2) For an event scheduled to last up to two hours the cost shall be $400.

(3) For each hour or fraction thereof beyond two hours; any damages or other amounts to which the Commissioner may lawfully be entitled by virtue of the renter's failure, or that of his guests or contractors, to vacate the Pergola by the scheduled end of the event, an additional amount of $400 shall be assessed.

(d) **Individual Rooms:**

(1) Music Room: For an event scheduled to last up to four hours, the fee shall be $450, provided that if the applicable contract between the Commissioner and renter provides that the event will last longer than four hours, the rental fee shall be the applicable amount plus, for each hour or fraction thereof beyond four hours until the scheduled end of the event, $110.

(2) Dining Room: For an event scheduled to last up to four hours, the fee shall be $350; provided that if the applicable contract between the Commissioner and renter provides that the event will last longer than four hours, the rental fee shall be the applicable amount plus, for each hour or fraction thereof beyond four hours until the scheduled end of the event, $80.

(3) Breakfast Room: For an event scheduled to last up to four hours, the fee shall be $300, provided that if the applicable contract between the Commissioner and renter provides that the event will last longer than four hours, the rental fee shall be the applicable amount plus, for each hour or fraction thereof beyond four hours until the scheduled end of the event, $70.

(4) For each hour or fraction thereof beyond the time an event is scheduled to last, a further fee of $500 shall be assessed. This amount is in addition to any damages or other amounts to which the Commissioner may lawfully be entitled by virtue of the renter's failure, or that of his guests or contractors, to vacate the rented premises by the scheduled end of the event, $500.

(e) **The Pavilion:**

(1) For an event of 250 people or less scheduled to last up to 7½ hours, the fee shall be

$2,400, provided that if the applicable contract between the Commissioner and renter provides that the event will last more than 7½ hours, the rental fee shall be the applicable sum plus $575 for each hour or fraction thereof until the scheduled end of the event.

(2) For an event of over 250 people scheduled to last up to 7½ hours, the fee shall be $3,800, provided that if the applicable contract between the Commissioner and renter states that the event will last more than 7½ hours, the rental fee shall be the initial sum plus $675 for each hour or fraction thereof until the scheduled end of the event.

(3) For each hour or fraction thereof beyond the time an event is scheduled to last: In addition to any damages and other amounts to which the Commissioner may lawfully be entitled by virtue of the renter's failure, or that of his guests or contractors, to vacate the rented premises by the scheduled end of the event, an additional $750 fee shall be applicable.

(f) **The Fort:**

(1) The courtyard of the Fort and the Rampart may only be rented in conjunction with an event on the South Lawn, the Conference Center or the FT Visitor Center for a maximum of 2 hours. A fee of $1,320 shall be applicable, however, if the contract between the Commissioner and renter provides that the event will last more than 2 hours, the rental fee shall be the initial fee plus for each hour or fraction of an hour thereafter until the scheduled end of the event, an additional $650. Under no circumstances shall the Fort be rented for more than 4 hours.

(2) The South Lawn may be rented for an event scheduled to last up to 7½ hours for a fee of $3,300. If the applicable contract between the Commissioner and renter provided that the event last more than 7½ hours, the rental fee shall be the initial sum plus $650 for each hour or fraction thereof until the scheduled end of the event.

(i) The renter is responsible for providing sanitary facilities for the event; the quantity and location of the units shall be coordinated with the park supervisor.

(3) The fee for the Conference Center for an event scheduled to last no more that 4 hours, for a non-profit organization that is eligible for or complies with section 501(C)(3) of the Internal Revenue Code, shall be $110. The fee for an individual, a for-profit organization or company for an event scheduled to last no more than 4 hours shall be $550. The rental fee for each hour or fraction thereof beyond the time an event is scheduled to last shall be the original fee plus $140 for each hour or fraction thereof until the scheduled end of the event. No alcohol shall be served. A guided tour of the Fort with the rental is an additional $110.

(4) The fee at the FT Visitor Center for an event scheduled to last no more than 4 hours is $1,100. A guided tour of the fort with the rental is an additional $275. In addition to any damages and other amounts to which the Commissioner may lawfully be entitled by virtue of the renter's failure, or that of his guests or contractors, to vacate the premises by the scheduled end of the event, for each hour or fraction thereof beyond the time an event is scheduled to last an additional fee of $575 shall be assessed.

(g) **GC Visitors' Center:**

(1) The rental for the GC Visitors' Center for an event scheduled to last no more than 4

hours is $1,600. For each hour or fraction thereof until the scheduled end of the event, an additional fee of $400 shall be assessed.

(2) The fee for the GC Visitors' Center for an event scheduled to last no more than 4 hours on a weekday morning for a non-profit organization, which is eligible for or complies with section 501(C)(3) of the Internal Revenue Code, is $300. The fee for an individual, a for-profit organization or company for an event scheduled to last no more than 4 hours is $550. For each hour or fraction thereof until the scheduled end of the event, a fee of $140 shall be assessed. The group is responsible for set-up and cleaning. No alcohol shall be served.

(3) The terrace is available for one-half (1/2) hour for ceremonies. The fee for use of the terrace is $225.

(4) In addition to any damages and other amounts to which the Commissioner may lawfully be entitled by virtue of the renter's failure or that of his guests or contractors to vacate the rented premises by the scheduled end of the event, a fee of $500 shall be assessed.

(h) **PM Pavilion:**

(1) The fee to rent the Pavilion for an event scheduled to last no more than 4 hours, for a non-profit organization, that is eligible for or complies with section 501(C)(3) of the Internal Revenue Code, is $110. The fee for an individual, a for-profit organization or company for an event scheduled to last no more than 4 hours is $550. The rental fee shall be applicable plus for each hour or fraction thereof until the scheduled end of the event, a fee of $140 shall be assessed.

(i) A person shall not be deemed eligible under section 23-26 of the general statutes to rent the premises without fee with respect to any event, including, but not limited to, a fundraiser or a garden sale, when such person sponsors or collaborates on the planning of the event with a person that is not so eligible.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-12. Parking**

The rental fees specified in Section 23-4-11 covers parking in the Park's parking lot by the renter and his or her guests and contractors.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-13. Maximum occupancy**

The maximum allowable number of individuals, excluding contractors and Department personnel, who may be present on the rented premises in connection with an event, is as follows:

(a) The Mansion, regardless whether the Amphitheatre, Pergola, or Individual Rooms are rented in connection with an event in the Mansion: 150

(b) The Amphitheatre: 125

(c) The Pergola: 150

(d) Breakfast Room: 30

(e) Dining Room: 40
(f) Music Room: 80
(g) The Pavilion: 425
(h) The Fort: Maximum based on what is rented in conjunction with the Fort.
(i) South Lawn: 240
(j) Conference Center: 60
(k) FT Visitor Center: 100 standing
(*l*) GC Visitors' Center: 126 standing, 48 seated
(m) Terrace: 75
(n) PM Pavilion: 75 standing

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-14. Applications for rentals; cancellations; insurance**

(a) An application for rental shall be made on a form furnished by the Commissioner and shall provide all of the information requested therein. The Commissioner shall not process an application that does not contain all such requested information.

(b) For each date that the premises in question is available for rental under Section 23-4-10, the Commissioner shall process completed applications in the order in which they are received. The Commissioner may deny an application because the premises that the applicant wants to rent have already been rented or because the application is inconsistent with any provision of Sections 23-4-7 through 23-4-22, inclusive.

(c) If the Commissioner approves an application, it shall be deemed granted on the date approved. An application approved by the Commissioner shall, with any approval deemed necessary by the Attorney General, be a binding contract between the applicant and the Commissioner. After the Commissioner has approved an application, the parties may amend its provisions in any manner not inconsistent with Sections 23-4-7 through 23-4-22, inclusive, or with any other pertinent law.

(d) The Commissioner shall not approve an application for rental unless it is accompanied by a certified check, a bank check or other means approved by the Commissioner, payable to the Department in the amount of 50 per cent of the rental fee specified in Section 23-4-11.

(e) Sixty days before a scheduled event, the renter shall deliver to the Department a certified check, a bank check or other means approved by the Commissioner, in the amount of (1) 50 per cent of such rental fee plus (2) $500 to constitute security against damage to the rented premises or other portion of the Park resulting from the event. If the renter fails to deliver payment in accordance with this subsection the Department shall cancel the scheduled event and the renter shall not be entitled to a refund of any fees already paid.

(f) If the renter cancels the rental in writing no later than 180 days before the scheduled event, the Department will return to the canceling renter 100 per cent of that portion of the rental fee which he or she has paid, less $200 for processing, and 100 per cent of any security against damage which he or she has paid. If the renter cancels the rental later than 180 days

before the scheduled event, the Department will return to him or her 100 percent of any security against damage, which he or she has paid. If the Commissioner cancels the rental under Subsection 23-4-17 or for any other reason authorized by law, the Department will return to the renter 100 percent any damage deposit he or she has paid.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-15. Liabilities; commissioner's remedies**

(a) Nothing in Sections 23-4-7 through 23-4-22, inclusive, shall affect any obligation imposed by law on a renter to obtain any authorizations for activities in connection with an event, including without limitation a special use license under Section 23-11 of the General Statutes.

(b) By renting any of the premises, the renter agrees to, and shall, indemnify and save harmless the State of Connecticut and the Department of Environmental Protection from any and all claims, damages, losses, litigation, or expenses arising out of any injury, including death, or claims, damages, losses, litigation, or expenses arising out of any injury, including death, or damage to property resulting from any act, omission, or neglect of the renter or any of his guests or contractors.

(c) From the security against damage deposit paid under Section 23-4-14(f) the Commissioner may retain the following:

(1) Any amount to cover damage resulting from the event to the rented premises or other portion of the park;

(2) An amount to cover the rental fee specified under Section 23-4-11;

(3) An amount to cover the Department's costs if the renter fails to restore the rented premises and any other portion of the Park affected by the event to their condition immediately prior to such event, or to undertake any other action required by Sections 23-4-7 through 23-4-22.

(d) Before making a claim under the renter's or caterer's insurance policy for costs identified in subsection (c) of this section, the Commissioner shall retain amounts from, as applicable, the renter's or caterer's security against damage in accordance with such subsection. If such security does not fully cover such costs, the Commissioner shall, at his discretion, make a claim under said policy or take appropriate legal action.

(e) Nothing in Sections 23-4-7 through 23-4-22 shall, unless otherwise provided therein, affect any rights or privileges of the Commissioner or members of the public. The remedies provided to the Commissioner under said sections are cumulative with any other remedies to which he is lawfully entitled.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-16. Use of caterers' tents**

(a) For the purpose of food preparation during an event, a caterer may install a tent in the service area of the Mansion, Pavilion or PM Pavilion (maximum 144 square feet). Tents are not allowed at the GC Visitors' Center. At Fort Trumbull State Park, a tent (maximum

200 square feet) may be set up outside of the fort proper. Such a tent may not be installed unless the location, date and time of its installation and removal has been approved by the Park Supervisor.

(b) No truck or other vehicle shall be driven or parked on the Mansion's lawn in connection with installation or removal of a tent or delivery of supplies.

(c) Except as provided in this section and section 23-4-21 (d) and 23-4-21(e), no tents may be installed in connection with an event at the Park.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-17. Catering**

(a) For any event at the Mansion or GC Visitors' Center where food is served, the renter shall retain a caterer to provide the food; such caterer shall be one that is listed on the Department's list of approved caterers.

(b) A renter may not retain a caterer in connection with an event at the Pavilion, Fort or PM Pavilion unless, no later than 120 days before such event, the renter submits for the Commissioner's approval the name, address, and the phone number of such caterer and, if appropriate, the name of such caterer's contact person. The Commissioner may disapprove such caterer if the caterer has previously been retained for an event in either Park and at that time did not fully comply with the requirements of this section, did not restore the Kitchen, all areas where food or beverages were served, and any other areas of the rented premises or Park utilized by the caterer to their condition immediately prior to the event, or in any other way failed to demonstrate competence or regard for legal requirements.

(c) No later than 90 days before an event, the caterer thereof shall deliver to the Commissioner a certificate of insurance executed by an insurance company licensed in Connecticut, stating that the caterer carries both

(1) Commercial liability insurance including insurance for liquor liability, products and completed operations liability, contractual liability, and personal and advertising injury liability, providing for a total limit of $1,000,000 for all damages arising out of bodily injury to or death of all persons in any one accident or occurrence, and for all damages arising out of injury to or destruction of property in any one accident or occurrence; and stating further that, if such liability insurance is subject to an aggregate limit, the aggregate limit shall be no less than $2,000,000; and stating further that such liability insurance policy names the State of Connecticut as an additional insured; and

(2) Worker's compensation insurance and employers' liability insurance as required by section 3-291 and 3-284 of the general statutes, respectively, providing for a total limit of not less than $100,000 per occurrence, $100,000 for disease per employee, and $500,000 for disease in the aggregate; provided that a caterer need not obtain liquor liability insurance if alcoholic beverages, including wine, will not be served at the event. If the caterer does not comply with the requirements of this subsection, the Commissioner shall not allow food or beverages to be served at the event. By catering an event, the caterer agrees to, and shall, indemnify and hold the State of Connecticut and Department of Environmental Protection

harmless from any and all claims, damages, losses, litigation, or expenses arising out of an injury, including death, or damage to property, resulting from any act, omission, or neglect of the caterer or any of his agents or contractors.

(d) If caterer fails to comply with the requirements of subsection (c) of this section, the Commissioner may cancel the subject event.

(e) The caterer is required to have a liquor permit issued pursuant to section 30-37j of the Connecticut General Statutes.

(f) The caterer shall assure that:

(1) The only type of food warmer used within the rented premises is an electric warmer or a Sterno warmer, and the only type of food cooker or warmer used outof-doors is propane or electric stove or an outdoor gas or charcoal grill. At Fort Trumbull, a charcoal grill may not be used in the confines of the Fort;

(2) By the end of the event.

(A) all waste generated by the event is properly disposed of;

(B) all equipment and supplies brought into the premises in connection with the event are removed; and

(C) the Kitchen, all areas where food or beverages were served, and any other areas of the rented premises or Park utilized by the caterer are restored to their condition immediately before the event;

(3) Alcoholic beverages may only be served to guests by an individual under the control and supervision of the caterer or a licensed retailer;

(4) Under no circumstance are guests allowed to serve an alcoholic beverages to themselves or any other individuals;

(5) Kegs of beer are not present on the rented premises;

(6) Alcoholic beverages are not served to any guest who appears to be intoxicated or who may be under 21 years of age and does not provide legal proof of age;

(7) Alcoholic beverages served shall be free of charge, tipping a bartender or other server of alcoholic beverages is prohibited, and no bartender or other such server may solicit a tip; and

(8) Service of alcoholic beverages will stop one-half (1/2) hour before the scheduled end of an event.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-18. Photography**

(a) Within the rented premises, at Harkness, photography may be conducted only in a room specifically rented for the event. No person may, without the approval and supervision of Department personnel, move any furnishing at Harkness for the purpose of photography.

(b) Photography shall be allowed at the Harkness gardens during all times when the gardens are open to the public, provided that photography shall not interfere with the public's enjoyment of the gardens.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-19. Music**

(a) Musical instruments or other equipment for providing music during an event shall be delivered to the Park only with the approval of the Park Supervisor, and as soon as delivery is completed the vehicle(s) delivering such equipment shall either be parked in the parking lot or removed from the Park.

(b) A musician or disc jockey retained in connection with an event shall supply any equipment or furnishings he or she needs, including tables, table coverings, and extension cords; all such equipment and furnishings shall be approved prior to scheduled date of the event by the Park Supervisor.

(c) At an event at the Mansion during which sound is electronically or otherwise amplified, sound shall not be allowed to exceed, on the east side of the south courtyard, 95dBA at the location six feet west of the amplifying equipment or device, and on the west side of the south courtyard in the open loggia, 85dBA at six feet east of the amplifying equipment or device. If the requirements of this subsection are violated, all sound amplification shall be terminated.

(d) Musicians or disc jockeys are allowed one-half (1/2) hour to vacate the premises at the end of an event. Failure to do so will result in damages as outlined in section 23-4-11.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-20. Flowers and other decorations**

(a) No person shall use or allow the use of an open flame in a floral arrangement or other decoration at an event unless the flame is fully enclosed in a hurricane globe, chimney, or similar container.

(b) Every floral arrangement and other decoration at an event shall be freestanding and shall not be attached by glue, tape, staples, tacks, or any other means to any wall, light fixture, or other appurtenance or furnishing in the rented premises, provided that fabric used as a component of a decoration may, with the approval and supervision of Department personnel, be draped over an appurtenance or furnishing in the rented premises.

(c) Any container for flowers or plant used in the rented premises shall be watertight and shall, if placed upon or over an appurtenance or other furnishing in such premises, rest on or in a [waterlight] watertight material or object a size and configuration adequate to capture any plant matter and any dripping liquid.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-21. Miscellaneous requirements**

(a) If the renter is an individual, he or she shall be present at the event from its scheduled commencement until its scheduled end. If the renter is other than an individual, such renter shall, no later than 60 days before the scheduled event, inform the Commissioner in writing of the name, title, and home and business telephone numbers of an employee or other agent designated by such renter as responsible for assuring compliance with the provisions of Sections 23-4-7 through 23-4-22; and such designee shall be present at the event from its

scheduled commencement until its scheduled end.

(b) No person may smoke in the rented premises.

(c) No person may throw birdseed, confetti, rice, glitter or silly string at the rented premises.

(d) In connection with an event, no tent other than a caterer's tent may be used at Rocky Neck State Park and no tent other than the caterer's tent and the south courtyard tent may be used at Harkness Memorial State Park.

(e) No tents shall be allowed at the GC Visitors' Center or terrace at Gillette Castle State Park. In connection with an event at Fort Trumbull, no tent shall be allowed in the interior of the Fort. Tents may be erected on the south lawn with authorization of the park supervisor. At Putnam Memorial State Park, a caterer's tent (144 square foot maximum) may be set up on the west side of the building only; no other tent will be allowed.

(1) Tents may be set up on the day of the event and shall be removed by the end of the following business day.

(f) If alcoholic beverages are to be consumed during an event at Rocky Neck State Park, Fort Trumbull State Park or Putnam Memorial State Park but the renter has not retained a caterer to provide food, the following requirements shall apply:

(1) The renter shall employ a bartender or other server to serve alcoholic beverages.

(2) No later than 90 days before the event, the renter shall deliver to the Commissioner a valid certificate of insurance demonstrating that the renter is insured for liquor liability in the amount per individual of $750,000 and per occurrence of $1,500,000. If the renter does not comply with the requirements of this subsection, the Commissioner shall not allow alcoholic beverages to be served at the event and may cancel the event.

(3) No guest shall bring an alcoholic beverage into the Pavilion, the Mansion, the Fort, Conference Center, FT Visitor Center, GC Visitors' Center or PM Pavilion.

(Adopted effective July 26, 1999; Amended June 29, 2007)

**Sec. 23-4-22. Renter's responsibilities**

In connection with an event, the renter shall assure that all provisions of Sections 23-4-7 through 23-4-22 are complied with. This section shall not relieve any other person of his or her obligations under such sections.

(Adopted effective July 26, 1999; Amended June 29, 2007)

## State Park Rentals

**Sec. 23-4-23. Definitions**

As used in sections 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies:

(1) "Camp Day" means from the time of arrival (1:00 p.m. check-in) until 12:00 noon the next day;

(2) "Columbus Day" means the second Monday in October;

(4) "Commissioner" means the Commissioner of Environmental Protection or his representative;

(5) "Contractor" means a person retained, whether or not for compensation, by a renter in connection with an event, including without limitation a caterer, photographer, musician, or entertainer;

(6) "Department" means the Department of Environmental Protection;

(7) "Event" means a social, cultural, or business function, including without limitation a party, reception, fund raiser, conference, or seminar;

(8) "Memorial Day" means the last Monday of May;

(9) "Park" means any park, forest, or other recreational area managed by the Department;

(10) "Park supervisor" means the Department employee stationed at a park who has ultimate responsibility for operations thereof;

(11) "Person" means a person as defined by section 22a-2 of the Connecticut General Statutes;

(12) "Picnic shelter" means an open-air, roofed structure, of whatever size and configuration, located at a state park, forest, or other recreational area;

(13) "Rental" or "rent" means (a) for a picnic shelter: the occupation, for the fee and under the conditions specified in sections 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies, for the purpose of holding an event, and the exclusion from the picnic shelter of all persons other than the renter, the renter's guests or contractors, and representatives of the Department during a prescribed time; and (b) for rustic cabins for camping: the occupation, for the fee and under the conditions specified in sections 23-4-3 and 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies;

(14) "Rental fee" means a rental fee under section 23-4-28 of the Regulations of Connecticut State Agencies;

(15) "Renter" means person who or which rents, as that term is defined in this section; and

(16) "Rustic cabin" means a small log structure with a front porch, windows and door, bunk beds inside, no electricity or running water.

(Adopted effective January 31, 2003)

**Sec. 23-4-24. Applicability**

Sections 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies, govern the use and rental of open-air picnic shelters in all state parks, forests and other recreational areas; and the rental of rustic cabins in state parks. Violation of any provision of such sections shall be an infraction and shall be punishable by a fine of up to $90 or by such higher fine as may be provided by law.

(Adopted effective January 31, 2003)

**Sec. 23-4-25. Availability of picnic shelters for rental**

Picnic shelters are available for rental from the Friday before Memorial Day through

Columbus Day from 8:00 a.m. to one-half hour before sunset.

(Adopted effective January 31, 2003)

**Sec. 23-4-26. Use without rental**

Nothing in sections 23-4-25 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies, shall be construed to prevent any person from using a picnic shelter during times when it has not been rented by another.

(Adopted effective January 31, 2003)

**Sec. 23-4-27. Availability of rustic cabins for rental**

Rustic cabins are available for rental during the official camping season in Connecticut State Parks.

(Adopted effective January 31, 2003)

**Sec. 23-4-28. Rental fees**

(a) **Picnic shelters**

(1) The rental fee for a picnic shelter is $125 per day through December 31, 2004; $150 per day from January 1, 2005 through December 31, 2007; and $175 per day from January 1, 2008 and thereafter.

(b) **Rustic cabins**

(1) The rental fee for a rustic cabin is $35 per camp day and permits occupation of a maximum of six (6) persons, including children.

(Adopted effective January 31, 2003)

**Sec. 23-4-29. Admission and parking fees**

(a) **Picnic shelters**

(1) Payment of a rental fee does not relieve the renter, the renter's guests, or contractors from the obligation to pay any applicable admission or parking fee.

(b) **Rustic cabins**

(1) Payment of a rental fee includes the admission of two (2) motor vehicles per cabin.

(Adopted effective January 31, 2003)

**Sec. 23-4-30. Applications for rentals. Cancellations**

(a) **Picnic shelters**

(1) Rentals are to be arranged through the campground reservation system.

(2) Cancellations made thirty (30) days or more prior to the event will be entitled to a full refund; cancellations made six (6) to twenty-nine (29) days prior to the event will entitle the renter to a refund of 80% of the fee; cancellations made within five (5) days of the event will result in forfeiture of the fee.

(3) The renter is responsible for any processing charge(s) from the reservation system, i.e. reservation, change of date or cancellation.

(b) **Rustic cabins**

(1) Rentals are to be arranged through the campground reservation system.

(2) Cancellations made eight or more days prior to the reservation will be entitled to a complete refund and a transaction fee will be assessed by the reservation system; cancellations made two to seven days prior to the reservation will be assessed a transaction fee by the reservation system and the renter will pay for one night; cancellations made less than two days prior to the reservation will be assessed a transaction fee by the reservation system and the renter will not be entitled to any refund.

(Adopted effective January 31, 2003)

**Sec. 23-4-31. Liabilities. Commissioner's remedies**

(a) **Picnic shelters**

(1) Nothing in sections 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies, shall affect any obligation imposed by law on a renter to obtain any authorizations for activities in connection with an event, including, as applicable, a special use license under section 23-11 of the Connecticut General Statutes.

(2) By renting a picnic shelter, the renter agrees to, and shall, indemnify and save harmless the State of Connecticut and the Department from any and all claims, damages, losses, litigation, or expenses arising out of any injury, including death, or any damage to property resulting from any act, omission, or neglect of the renter or any of the renter's guests or contractors.

(3) Unless otherwise provided therein, nothing in sections 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies, shall affect any rights or privileges of the commissioner or members of the public. The remedies provided to the commissioner under said sections are cumulative with any other remedies to which he is lawfully entitled.

(Adopted effective January 31, 2003)

**Sec. 23-4-32. Catering**

(a) **Picnic shelters**

If a renter wishes to retain a caterer in connection with an event at a picnic shelter, the renter shall no later than 30 days before such event submit to the park supervisor the name, address, and phone number of such caterer and the name of such caterer's contact person.

(1) Failure to submit the information within the specified time frame will result in a $50 processing fee. The park supervisor may disapprove a caterer if the caterer has previously been retained for an event in a park and failed to fully restore all areas where food or beverages were served to their condition immediately prior to the event.

(Adopted effective January 31, 2003)

**Sec. 23-4-33. Use of tents**

(a) **Picnic shelters**

(1) For the purpose of food preparation during an event, a renter or caterer may install a

tent, with dimensions no greater than 400 square feet (unless otherwise approved by the park supervisor in writing, a charge of $2 per square foot will be levied for the additional square footage above the 400 square feet), adjacent to the picnic shelter, but only if the park supervisor has first approved the time, date and location of its installation and removal.

(2) Except as provided in this section and section 23-4-21(d) of the Regulations of Connecticut State Agencies, no person may otherwise install a tent anywhere at a park other than at a designated park campground and as authorized by the department.

(Adopted effective January 31, 2003)

**Sec. 23-4-34. Miscellaneous requirements**

(a) **Picnic shelters**

(1) The renter or renter's agent shall be present at the event from its scheduled commencement until its scheduled end. The renter or renter's agent shall, no later than ten days before the scheduled event, inform the Park Supervisor in writing of the name, title, and home and business telephone numbers of an employee or other agent designated by such renter as responsible for assuring compliance with the provisions of sections 23-4-33 through 23-4-35, inclusive, of the Regulations of Connecticut State Agencies.

(2) All food and beverages shall be served to the renter's guests free of charge.

(3) The only types of food cookers or warmers that may be used at a picnic shelter and associated tent are: sterno containers, propane or electric stoves, outdoor gas or charcoal grills.

(4) When a renter or a renter's agent vacates a picnic shelter, the renter or agent shall ensure that:

(A) all waste generated during the time the renter and any of the renter's guests or contractors used the picnic shelter and associated tent is properly disposed of;

(B) all equipment and supplies brought into the park in connection with the use of the picnic shelter and associated tent are removed; and

(C) all areas where food or beverages were served in connection with use of the picnic shelter and associated tent are restored to their original condition immediately after such use.

(5) No person may toss or otherwise disperse confetti, rice, or other scattering materials in or around a picnic shelter.

(Adopted effective January 31, 2003)

**Sec. 23-4-35. Renter's responsibilities**

The renter shall ensure compliance with all the provisions of sections 23-4-23 to 23-4-35, inclusive, of the Regulations of Connecticut State Agencies. This section shall not relieve any other person of his or her obligations under any other sections of the Regulations of Connecticut State Agencies or the Connecticut General Statutes.

(Adopted effective January 31, 2003)