



One Olde Half Day Road  
Lincolnshire, IL 60069-3035  
847•883•8600  
847•883•8608 (FAX)

**Village of  
Lincolnshire**

Permit No.: \_\_\_\_\_

**NORTH PARK FIREPLACE USAGE PERMIT**

Name of Applicant *(must be a person)*: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Home Phone No.: \_\_\_\_\_ Business Phone No.: \_\_\_\_\_

Number of people who will attend the activity: \_\_\_\_\_

Date and Time Requested: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

On behalf of \_\_\_\_\_ (organization), I have read the Village of Lincolnshire Ordinance No. 82-704-11, or Title 8, Chapter 1B of the Village of Lincolnshire Municipal Code and the Fireplace Usage Policy. I do hereby agree to comply with the rules and regulations outlined in the Ordinance and Fireplace Usage Policy. (Fireplace Usage Policy on the reverse side.)

\_\_\_\_\_  
(Signed)

**PAYMENT (rates specified in Comprehensive Fee Schedule):**

Circle one:  
Resident:      Non-Resident:

Date Paid: \_\_\_\_\_ Check No.: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

<b>For Office Use Only</b>
Fireplace Opened By: _____ Fireplace Closed By: _____
Fire Wood Deposited By: _____
Condition of Fireplace Area: _____
_____
Comments: _____
_____

<u>SWIMMING FACILITIES</u>	<u>AMOUNT OF FEES</u>	<u>CODE SECTION</u>
Per day, guest of resident	\$3.00	8-1A-1(A)
Per year, non-resident family	\$100.00	8-1A-2(A)
Beach Permit Application	\$10.00	8-1A-5
Beach Use, deposit	\$50.00	8-1A-5
Beach Use by school district/not-for-profit groups	\$1.50 per person	8-1A-5(1J)
<u>PICNIC PERMITS</u>	<u>AMOUNT OF FEES</u>	<u>CODE SECTION</u>
Picnic Permit Application, resident 30 to 99 guests	\$50.00	8-1B-2(B)
Picnic Permit Application, non-resident 30 to 99 guests	\$100.00	8-1B-2(B)
Picnic Permit Application, resident 100 to 200 guests	\$100.00	8-1B-2(B)
Picnic Permit Application, non-resident 100 to 200 guests	\$200.00	8-1B-2(B)
Picnic Permit Deposit	\$50.00	8-1B-2(B)
<u>FIRE PLACE/FIRE PIT PERMITS</u>	<u>AMOUNT OF FEES</u>	<u>CODE SECTION</u>
Resident use of fire place Season at North Park	\$50.00 with refundable \$25.00	8-1B-3(B)
Non-Resident use of fire place at North Park	\$100.00 with refundable \$50.00	8-1B-3(B)
<u>CANOE LAUNCH RACK PERMIT</u>	<u>AMOUNT OF FEES</u>	<u>CODE SECTION</u>
Canoe Structure Permit, Seasonal 3 day rental	\$50.00 \$5.00	8-1D-4(A)

## **NORTH PARK FIREPLACE USAGE POLICY**

1. If the Applicant intends on using the shelter, where the fireplace is located, for any type activity related to food or the service of food, a Picnic Permit must be acquired.
2. The Applicant (the individual who has completed and signed the Picnic Permit and/or the Fireplace Usage Permit) must arrive within one half hour of the reserved time or use of the fireplace will be forfeited.
3. The Applicant is responsible for the actions of the group they represent. The park and fireplace must be left in as good of condition as when the Applicant arrived or the Applicant risks loss of their deposit and other possible fines.
4. The Applicant must be aged 21 or over and, if applying for anyone under the age of 21, is responsible to provide adult supervision to any youth or children present.
5. Fires are limited to the fireplace only. No other open fires are allowed in this Village park.
6. The Village of Lincolnshire will provide all necessary wood to be used in the fireplace. No other wood may be brought into or used in the fireplace or park. No trees, plants or any other materials found in the park are to be used as fuel for the fire. Anyone found to have removed wood from the surrounding natural area for use in the fireplace will risk loss of their deposit and a \$1,000 fine.
7. Application for a Fireplace Permit must be made a minimum of 10 days prior to the requested use date.
8. If the Applicant wishes to change or cancel the permit date, the Applicant must submit in writing, a minimum of 10 days prior to the requested date, a request to cancel. This request must be submitted to the Village of Lincolnshire, One Olde Half Day Road, Lincolnshire, IL 60069. Requests received more than 10 days from the permitted date will receive a refund of the fee/deposit. The fee for the Picnic Permit is non refundable.  
  
However, if the Applicant requests to cancel the permit within 10 days of the permitted date, the Applicant will only receive a refund of the deposit. All other fees paid for use of the Fireplace, including any fees related to a Picnic Permit will not be refunded.
9. The Applicant, in completing the Fireplace Usage Permit agrees to abide by those rules and regulations as outlined in the Village of Lincolnshire Ordinance No. 82-704-11, Title 8, Chapter 1B of the Village of Lincolnshire Municipal Code and the Fireplace Usage Policy.
10. Final approval of this permit is dependent upon the availability of staff.

**Revised - 2012**