



Park Permitting for City of Rancho Cucamonga Businesses Displaced by Covid-19 Pandemic

In order to help businesses and places of worship affected by the Covid-19 pandemic and public health orders adopted by the State of California and County of San Bernardino, the City of Rancho Cucamonga is renting space in parks and outdoor facilities to businesses and places of worship that cannot safely operate indoors. Businesses and places of worship will fall into one of two tiers as described in more detail below: (1) a business or place of worship that physically operates within a building located within the City; or (2) or a business or place of worship that does not have a physical space within the City, but regularly provides services within the City. Space will be rented for a nominal fee to businesses and places of worship qualifying under both tiers. Businesses include, but are not limited to, non-profits organizations, gyms, physical fitness facilities and/or professional instruction.

PERMITTED USE

Space may be rented in City parks and outdoor facilities for a period not to exceed one month at a time and shall expire at such time that applicable public health orders permit indoor operations of the business or place of worship at full capacity. After each one-month period, the applicant must apply for another one-month rental. Each applicant will fall under one of two tiers.

Tier 1: Businesses or places of worship that physically operate within a building or structure located in the City of Rancho Cucamonga, but who cannot currently operate inside such structure because of State or County public health orders.

Tier 2: Businesses or places of worship that conduct business in the City but do not operate out of a physical space located within the City.

The number of permits will depend on available space. Availability of park and outdoor facilities is not guaranteed.

Authorized Permitted City Parks and Outdoor Facilities:

- Bear Gulch Park
- Central Park
- Church Street Park
- Day Creek Park
- Epicenter Sports Complex
- Golden Oak Park
- Heritage Community Park
- Legacy Park
- Olive Grove Park
- Red Hill Community Park
- Victoria Arbors Park



Victoria Groves Park
Windrows Park

** If a park you wish is not listed above, please contact (909) 774-2395 for potential use.*

Hours of availability are from 7 a.m. to dusk. Please note, requested hours are not guaranteed. Approved day and hours will be designated on the approved rental permit.

Authorized City parks and outdoor facilities are subject to change.

PERMIT ELIGIBILITY

In order to be eligible to apply for this program, applicants must follow County and/or State public health regulations and must fill out and sign under penalty of perjury an affidavit stating business is complying with current County, State and CDC public health regulations. If the applicant is approved for a rental permit and later determined to be in violation of such public health regulations, then the rental permit shall be revoked immediately, a refund will not be issued and reimbursement for the full price of park and/or outdoor facility rental fee is required.

To be considered for a rental permit under this temporary program, applicants must meet the following requirements:

Tier 1:

- Have a current City of Rancho Cucamonga business license.
- Operate in a building located in the City that cannot be occupied at full capacity because of the current public health orders adopted by the State of California and County of San Bernardino.
- Applicant must provide insurance naming the City of Rancho Cucamonga as additionally insured, in accordance with the insurance requirements set forth below.
- Applicant must provide a copy of its safety plan that meets all applicable State of California, County of San Bernardino and CDC Guidelines and regulations for Covid-19 operations in conjunction with its application.

Tier 2:

- Have a current City of Rancho Cucamonga business license or have a receipt showing a Rancho Cucamonga business license has been applied for.
- Operate a business in the City of Rancho Cucamonga that does not require the use of a building.
- Applicant must provide insurance naming the City of Rancho Cucamonga as additionally insured, in accordance with the insurance requirements set forth below.
- Applicant must provide a copy of its safety plan that meets all applicable State of California, County of San Bernardino and CDC Guidelines and regulations for Covid-19 operations in conjunction with its application.



FEES

Tier 1:

- Initial application fee \$50 (+ non-refundable third-party processing fees)
- Additional monthly permit fee of \$25 per permit (+ non-refundable third-party processing fees)

Tier 2:

- Initial application fee \$50 (+ non-refundable third-party processing fees)
- Additional monthly permit fee of \$25 per permit (+ non-refundable third-party processing fees)
- Reduced rental fee of \$10 per hour (+ non-refundable third-party processing fees)

INSURANCE

Insurance must be provided listing the City of Rancho Cucamonga as additionally insured. If applicant does not have insurance, insurance can be purchased through the City from a third party. Insurance could range from \$49 to \$97 for a coverage period of January 1 – December 31 depending on your business type.

PERMIT EFFECTIVE DATES

Rental permits will go into effect on the date of approval appearing on the permit. Rental Permits will be issued for a time period of no more than one month at a time and shall include the weekday and hours of approved use. The availability of obtaining a permit, for a nominal fee, will end once applicable Public Health Orders allow the businesses or place of worship to resume indoor operations at full capacity. Permits that have been approved, prior to the change in the Public Health Orders, may continue until the permit expires, even if the Public Health Orders allow businesses to resume indoor operations.

PERMIT APPLICATION PROCESS

Permits must be applied for in advance of use through the City of Rancho Cucamonga Community Services Department.

To apply for a permit please contact Sports@Cityofrc.us or (909) 774-2395, Monday-Friday 8 a.m.–5 p.m.

CONDITIONS OF USE

The City of Rancho Cucamonga has requirements that must be met prior to and during the use of the City's facility. Failure to meet and maintain these requirements, will cause a permit to be revoked or a permit to be canceled. Any paid fees will not be refunded. Payment for any approved permit is required prior to use.

- Applicant must adhere to all park rules and applicable City codes and policies. This includes all posted park rules.



- All State of California, San Bernardino County Department of Public Health and CDC Guidelines and regulations for Covid-19 must be followed. Failure to adhere to orders and regulations may result in the cancellation of a permit.
- Active implementation of a safety plan to meet State of California, County of San Bernardino and CDC Guidelines and regulations for Covid-19 operations.
- Equipment and supplies must be set up and removed by the applicant within the approved permit time.
- Applicant must comply with all City noise regulations and co-exist harmoniously with other park users.

Staff will monitor the impacts of this temporary park permitting process and report back to the City Council on November 18, 2020 with a summary of use and any recommended modifications to best meet the needs of the community.

ADDITIONAL OPTIONS FOR PARK USE

Contract Class Program

The City of Rancho Cucamonga offers an extensive Contract Class Program that allows businesses an opportunity to offer their professional services through the City at City parks or facilities or at your own location. By becoming part of the Contract Class program, the City advertises your professional service to all City residents. The City will also support your small business by handling class registration, payments, rosters, provide regular communication on enrollment, provide regular communication to class participants and develop, distribute and compile a class survey for your review and use. Revenue is shared at a percentage split between the Contract Instructor and the City.

Should you be interested in becoming a Contract Class Instructor or would like more information, please contact CSDinfo@cityofrc.us or (909) 774-3853

Park and Outdoor Facility Rental

Once Public Health Orders allow for businesses and places of worship to resume indoor operations at full operations, then businesses and places of worship who wish to continue renting City parks and outdoor facilities may do so at the standard rental fee. For more information on the fees or if you are interested in continuing your permit, contact Sports@cityofrc.us or (909) 774-2395.