



City of Loveland Facility Use Regulations

SUBJECT: Civic Center Complex: Use Regulations

EFFECTIVE DATE: October 1, 2019

REVIEW SCHEDULE: At least every five years by the Loveland City Manager or more frequently as recommended by staff.

PURPOSE: To provide the public with the opportunity to enjoy and utilize the Civic Center Complex consistent with reasonable use restrictions; to ensure clear enforcement and safety for the public at-large; and to ensure fair and equal access to the public to use the Civic Center Complex for its intended purpose.

SCOPE: The City of Loveland is committed to being a good steward of taxpayer money and seeks to reasonably regulate the public's use of the City's Civic Center Complex located generally at 500 E. Third Street and more particularly described in Exhibit A. The regulations promulgated by this document apply to all areas within the City's Civic Center Complex as delineated in Exhibit A, except for the Loveland Public Library and the Hatfield Chilson Recreation Center, as the aforementioned facilities' have established rules and policies.

RESPONSIBILITY: Loveland City Manager

BACKGROUND: The Loveland City Manager finds that the regulations promulgated below are in the best interests of the Loveland community to protect and preserve City property, and are necessary for the proper functioning of the Civic Center Complex generally open for public use.

APPROVAL: Stephen C. Adams
Stephen C. Adams
Loveland City Manager



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Regulations:

I. Authority

The City Manager authorized the promulgation of reasonable rules and regulations governing the City's Civic Center Complex located generally at 500 E. Third Street, and more particularly described in Exhibit A ("the Complex"), consistent with the City Manager's authority located in Loveland Municipal Code Section 2.24.030 concerning Administrative Rules and Regulations Governing City Property.

II. General Guidelines and Information

The City of Loveland owns and operates the Complex. The Complex is generally available for use by the public during normal business hours. The Complex possesses one subpart, City Hall, the interior of which is identified as "City Hall" within Exhibit A, with unique restrictions as set forth in Section IV of these regulations.

City Hall, as part of the Complex as identified in Exhibit A, contains administrative offices and workspace generally designed for employee use only. However, members of the public are welcomed and encouraged to attend any public meetings that occur within City Hall as identified in Exhibit A, or any other event, hearing, or meeting scheduled outside of normal business hours that is open to the public.

The restrictions identified below shall not be applicable to City employees or authorized contractors working on behalf of the City acting in the capacity of an employee or contractor, respectively. The restrictions identified below shall not be applicable to events specifically authorized by the City.

III. Complex Restrictions

- The Complex is open to the public from 5:00 a.m. to 10:30 p.m., unless otherwise conspicuously posted by the City in and around the Complex. Use of the Complex by the public, for any purpose, outside the hours in which the Complex is open to the public, is prohibited.
- Use of the Complex inconsistent with any posted sign including, but not limited to, skateboarding, rollerblading, or utilizing any personal transportation devices within restricted areas. Wheelchairs or other personal transportation devices utilized to assist individuals with limited mobility are excluded from the aforementioned restriction.
- Use of electrical outlets is prohibited unless conspicuously posted otherwise.
- Use of water faucets, with the exception of water fountains designed for the human consumption of water, is prohibited.
- Glass containers or bottles are prohibited.
- Open fires are prohibited.
- Cooking, requiring a heated source, whether electrical or otherwise, is prohibited.
- Gathering or cutting of firewood is prohibited.
- Motorized vehicles are prohibited outside of established streets and parking areas.



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- Parking is permitted in designated areas only.
- Parking a vehicle, bicycle, scooter, or any other personal transportation device in such a manner that blocks adequate ingress and egress of vehicular or pedestrian access to and from the Complex is prohibited.
- Littering, as defined by Section 12.28.070 of the Loveland Municipal Code is prohibited.
- Graffiti, as defined by Section 7.20.030(D) of the Loveland Municipal Code, or other similar markings anywhere within the Complex is prohibited.
- Alcoholic beverages are only permitted in conjunction with a special event permit acquired under Chapter 8.10 of the Loveland Municipal Code consistent with the licensed premises.
- Pet owners, handlers, or keepers shall collect and remove all pet waste capable of being removed generated by the pet.
- Pets must be under human control at all times via a leash or lead.
- Horses are not permitted, except miniature horses utilized as legitimate service animals, or as part of an authorized City program.
- Feeding, trapping, hunting, or disturbing wildlife is not permitted.
- Discharging firearms, projectiles, or any firework is prohibited.
- Swimming, wading, boating, fishing, ice fishing, and bow fishing are prohibited.
- Collecting, removing, destroying, or defacing any natural or artificial object or surface is prohibited.
- Affixing objects to any City property without authorization is prohibited.
- All items that contain dyes or any other substances capable of modifying the natural or artificial conditions of the City's property are prohibited from use.
- Stakes or other objects capable of penetrating the ground are prohibited from use for the protection of irrigation lines throughout the Complex.
- Vending, as defined by Section 12.30.020(H) of the Loveland Municipal Code, is prohibited within the Complex unless the vendor has an agreement with the City.
- Storage of privately owned items is prohibited, except the following:
 - Lawfully parked vehicles, bicycles, scooters, or any other personal transportation devices within designated areas while the Complex is open to the public; and
 - Temporary storage of personal items in designated areas while the Complex is open to the public; and
 - Temporary storage of items in connection with a scheduled special event.

IV. Unique City Hall Restrictions

- City Hall is open to the public during normal business hours (8:00 a.m. through 5:00 p.m.), and at such times as posted on the City's website for public meetings. Use of City Hall by the general public outside the hours in which City Hall is open to the public, for public meetings or otherwise, is prohibited unless an exception has been provided for by a staff member.
- Use of any personal transportation device within City Hall is prohibited. Wheelchairs or other personal transportation devices utilized to assist individuals with limited mobility are excluded from the aforementioned restriction.
- Members of the public are prohibited from entering any area restricted for use by City staff



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within City Hall without permission from a staff member.



**Exhibit A – Civic Center Complex Map
(See Attached)**

Exhibit A - Civic Center Complex Map

