



## INGHAM COUNTY PARKS SHELTER RESERVATION INFORMATION



### BURCHFIELD PARK 881 Grovenburg Road, Holt, MI 48842

*Please familiarize yourself with the Rules and Regulations posted within the park. These rules were developed to help ensure a safe and enjoyable visit. Ingham County Park Department is proud of our facilities, and takes pride in their maintenance and safety. Individuals and groups using our shelters assume responsibility for ensuring the proper and safe use of the facilities.*

#### **POLICIES:**

##### **Cancellation Policy**

Notice must be given no less than 14 days prior to date of event. A \$21 administrative fee is withheld from the refund. No refund will be given after the 14 day limit. Refunds are not given for inclement weather conditions.

##### **Alcohol Policy**

At Burchfield Park, beer and wine, in original containers of two liters or less, **are permitted only in the picnic and ball field areas.**

##### **Audio Policy**

No one is allowed to use any device that produces or reproduces sound or music, regardless of its audio volume, in a picnic shelter or within 150 feet of any picnic shelter. This rule does not apply to the use of a device equipped with a headphone or earphone where the sound or music would be limited exclusively to the user in control of the device.

##### **Caterer Policy**

Caterer access to parks and shelters is governed by a Caterer Policy. If your event plans include using a caterer, or if you plan to use large, caterer-type equipment such as a pig roaster, contact the Parks Office at 517-676-2233 at least two weeks in advance of the event, for a copy of the Caterer Policy.

##### **Dog Policy**

Dogs at Burchfield Park are allowed on the picnic/ballfield side of the main driveway and are not allowed in the beach area or in the pond. Dogs are allowed on the disc golf courses. Dogs at Burchfield Park must be on a leash that is no longer than 6 feet. *Dogs are not permitted on the hiking/biking trails at Riverbend Natural Area* (signs are posted).

##### **Smoking Policy**

Smoking is permitted ONLY in the parking lots of ALL parks. Smoking is NOT allowed in the rest of the park.

#### **PARK INFORMATION:**

##### **Park Hours**

Parks open one half hour before sunrise for pedestrian access and 8:00am for vehicle access. Parks close one half hour after sunset. Hours vary in the winter, call 517-676-2233 for more information.

##### **Shelters**

Electricity is available at all of our picnic shelters. It is recommended that no more than two appliances be used, we cannot guarantee the dependability of the electricity beyond that limit. Your shelter reservation guarantees space only within the shelter. Other facilities within the Park are on a first-come, first-served basis. Ingham County residents can make shelter reservations up to one year in advance. Non-Ingham County residents can make shelter reservations up to three months in advance. Tents, canopies, or other rental equipment MUST have Park Manager approval before placement. **NO STAKING OF EQUIPMENT WILL BE PERMITTED.** Please call 517-676-2233 to make arrangements at least one week in advance. Driving off of the roadways up to the shelters to transport supplies is not permitted. If assistance is needed please contact a park employee or call 517-676-2233 to request assistance in advance.

##### **Safety**

Adults accompanying groups of children are expected to:

- ✓ stay in the same vicinity as the children they are accompanying, *and*
- ✓ be in the water with the children while the children in their group are swimming.

**Sporting Equipment** - Horseshoe pits, basketball, softball bases, and volleyball equipment is available for use on a first-come, first-served basis. Equipment may be checked out, free of charge, with a picture ID. \$1 for rental of discs for disc golf course.

**Inflatable Equipment** is not allowed without prior approval. An insurance certificate and hold harmless is required.

##### **Activities and Facilities**

Burchfield: *Summer* - guarded beach Memorial Day weekend through Labor Day 12:00pm to 8:00pm **Saturdays, Sundays and Holidays ONLY** (beach closed Mon-Fri); canoe, kayak, and pedal boat rental, stocked fishing pond (fishing licenses are required); picnicking and picnic shelters; sand volleyball courts; softball diamond; disc golf courses; hiking and mountain biking trails; playgrounds; horseshoe pits; basketball court; and beachhouse. *Winter* – disc golf courses, sledding hills; cross-country ski and ski skating trails; cross-country ski rental; warming lodge; and food concession.

**Assistance** is available by contacting a Parks employee.

##### **Vehicle Entrance Fee**

There is a \$3 resident, \$5 non-resident, *per vehicle* entry fee collected seven days a week year round at Burchfield Park.

**Questions? Call us at 517-676-2233**  
**E-mail us at [parks@ingham.org](mailto:parks@ingham.org)**  
**Check our Website at [www.inghamcountyparks.org](http://www.inghamcountyparks.org)**

# BURCHFIELD PARK

INGHAM COUNTY PARKS  
DEPARTMENT

