



TARRYWILE  
PARK &  
MANSION

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## Farm Area Use

- 1) In regards to Cross Country races, 5K's, fundraising walks and the like, at no time can the Mansion driveway, the upper parking lot, the area around the Mansion, the Apple Orchard or the front lawn be used. This area is strictly off limits. In years past, some of the runs have incorporated this into their course. As of January 1, 2017 this is no longer allowed.
- 2) If your event anticipates using tents, they must be pre-approved with the Tarrywile Office.
  - Any event using a tent over 100 sq. must contact the City of Building Department to determine if they need to pull a tent permit. The Building Department number is 203-797-4580.
  - Large tents that do require permits must be installed on Thursday or Friday so that the City can inspect them. Likewise, they must be installed during our normal Park staff hours of Monday thru Friday from 8 a.m. through 4:00 pm.
  - Pop up tents that are 10x10 and smaller, that will be installed the day of the event and taken down the same day do not need prior approval.
- 3) Events anticipating rental deliveries such as tables, chairs, etc... must bear in mind we have a very limited area to store those items overnight. They may be delivered between the hours of 8:30 a.m. to 3:30 p.m. (Monday thru Friday) to the Red Barn. You will need to make prior arrangements to access this building as it is locked except when in use. If you are anticipating putting these rentals under a tent overnight, please note we have no security to guarantee the condition of these items.
- 4) This area has limited electrical plugs. Please plan accordingly if you will be having items that need to be plugged in.
- 5) Use of drones, kites, rockets, and remote controlled airplanes or helicopters is NOT allowed as we are within the flight path of Danbury Airport.
- 6) Large events are STRONGLY encouraged to have enough volunteers to have several located in the entry area and lower parking lot to help direct people to parking and the event sign in area. Adequate signage should also be installed the day of the event and taken down the same day. Certain events have been large enough that we are unable to provide adequate parking. You may need to consider shuttle parking from another location. On rare occasions, groups can contact Immaculate High School to see if they are able to utilize their parking areas. However that is an arrangement between IHS and your group and Tarrywile does not make arrangements for this. In these instances, we strongly encourage the use of a Danbury Police Officer to help people get across the road. Your group must pay for this service and book the officer. You would call the police station at 203-797-4614 and ask to be directed to the officer in charge of special duty.
- 7) Only 2 vehicles are allowed behind our maintenance shed for the event organizers/coaches. All others must park in the parking lots. Any others will be towed. The tenant in the Farmhouse has come in on occasion to have no parking left and also most of the lawn areas along his driveway taken. This is NO longer allowed in any way. Please advise your volunteers, parents, students, etc... of this policy.
- 8) If Tarrywile staff is present during set-up, vehicles will be allowed past the gate next to the Maintenance building. They must drop off and then park in the parking lots. All vehicles entering this area MUST BE highly aware that it is still a public park and users, will be walking through these areas. After unloading, they must be moved to the parking lots (please see #7).

- 9) Large events must provide a diagram for approval to the Tarrywile office of how they anticipate the area will be set-up at least one month prior to the event.
- 10) At no time can the gravel driveways that run from the lower parking lot down past the Red Barn and out to the trails be blocked off. This area must remain open at all times for Emergency Vehicles.
- 11) The area behind the Maintenance Building falls under the use of our tenant in the Farmhouse and other than the above mention 2 vehicles (#7) CAN NOT be used for any part of the event. Cross Country races that used to end their races by circling the Maintenance Building, should make the appropriate course changes.
- 12) Depending on the size of your event, whether or not you rent the Red Barn, etc... portable toilets may be needed. Please plan accordingly. If needed they should be delivered between the hours of 8:30 a.m. to 3:30 p.m. (Monday thru Friday) to the Red Barn area. You will need to make prior arrangements to access the area past the gate as it is locked. Please call the office to coordinate.
- 13) Farm Area use is on a first come basis. In regards to cross country teams, we do not limit teams from practicing at the Park. We ask as a courtesy that you let the office staff know when you plan on being here.
- 14) When considering your event times please bear in mind that on weekends, event participants should be off premises by 11 a.m. with event staff wrapping up by 12 noon. This allows us to maximize the rental of the Mansion areas for the afternoon. Weekday cross-country races usually are held between 3pm – 6pm. If you anticipate different times, please contact the office to discuss.
- 15) There is a limited number of garbage cans in the Red Barn area, our staff is not in charge of emptying those out during your event. Your group is in charge of this. There is a dumpster located in the upper Mansion Parking Lot and the garbage would be dumped in those dumpsters. You may need to bring in additional garbage cans depending on the size of the event. Likewise, your group needs to provide the liners for those cans. Failure to dispose of the garbage could result in the forfeiture of your security deposit.