



## Town of Southampton

6 NEWTOWN ROAD  
HAMPTON BAYS, NEW YORK 11946

**PARKS & RECREATION DEPARTMENT**  
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TOWN PARKS DIRECTOR

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### **RULES & REGULATIONS FOR FACILITY USE PERMITS AT TOWN BEACHES FOR BEACH PARTIES AND GATHERINGS**

***Groups larger than 50 people will require an additional Trustees Permit Application (Additional Fees Apply) - Trustees Dept. (631) 287-5717***

#### **NO REFUNDS**

It is the Town of Southampton's policy to encourage our residents and taxpayers to utilize their beach areas as much as possible. This use, however, must be controlled in order that our resources are protected for all. All official beaches are closed to the public between the hours of 9:00 p.m. and 6:00 a.m. and access roads unless a Facility Use Permit is issued, in writing, by the Parks & Recreation Department.

#### **THE GUIDELINES FOR FACILITY USE PERMITS ARE AS FOLLOWS:**

##### **Facility Use Permits Are Non-Refundable.**

- \* All applications are subject to approval.
- \* If submitted less than 3 business days ***a Non-Refundable Late Fee of \$50 will be applied.***
- \* No applications will be accepted for same day events.
- \* Permits will be issued only to Town residents or taxpayers 21 years and older.
- \* Proof of residency and age are required. Events ***SHALL NOT*** begin before 6:00 p.m. and ***SHALL NOT*** last beyond 11:00 p.m. ***(This includes set-up & breakdown)***
- \* **NOTE: ONCE PROCESSED, ANY REVISION TO AN APPLICATION WILL RESULT IN ADDITIONAL FEES (See Fee Schedule attached).**

**Permit holder MUST be on site of the event with his/her permit. Facility Use Permits Are Non-Transferable (person to person OR facility to facility).**

**Uncontained bonfires, fireworks, glass bottles, and animals are prohibited at all times.**

#### **OTHER CONSIDERATIONS ARE AS FOLLOWS:**

**TENTS:** Two 10 X 10 portable units are permitted during beach season (May 15<sup>th</sup>- Labor Day). Any more than 2 will result in a fine. ***An additional \$100 fee will be applied to your permit*** for tents exceeding in size after Labor Day and before May 15<sup>th</sup>. Applicant ***must*** also submit a "tent" application with Fire Marshall (fee may be required). **AT NO TIME SHALL TENTS, LARGE OR SMALL, BE ERECTED PRIOR TO 6:00 P.M.**

- MUSIC:** No DJs, No Bands & No Musical Instruments or any type of amplified sound system allowed. Small portable stereo units & bluetooth speakers are permitted if volume is maintained at a reasonable level.
- FIRES:** Contained Fires are **ONLY** allowed after 6:00 p.m.  
A Facility Use Permit allows small charcoal or wood fires, in a metal container **ONLY**. Bonfires are prohibited. Gas grills are also allowed. All charcoal and wood fires must be put out with water and be disposed of properly. **Fire permits may be revoked at any time by the Fire Marshal for draught conditions.**
- CLEAN UP:** All litter shall be removed from the beach and disposed of properly. If Town garbage cans at the beach are full, garbage must be removed from the location by the permit holder and be disposed of in a proper manner.
- VEHICLES:** Unless otherwise agreed by the Parks and Recreation Department, all vehicles parked at Town beaches between 9:00 a.m. - 9:00 p.m. are required to have a valid beach-parking permit.  
**NOTE: 4x4 vehicles are PROHIBITED on any Town beach WITHOUT a VALID 4Wheel Drive Permit issued by the Trustees Department (631-287-5717). **No 4x4 before 6 pm.****
- CATERERS:** Caterers **MUST** provide \$1M liability insurance w/ Town as additional insured. Facility Use Permits will **NOT** be issued to caterers for beach parties. **All permits MUST be submitted by the resident/taxpayer ONLY.**
- EVENT PLANNERS:** Event planners **MUST** provide \$1M liability insurance w/ Town as additional insured and a \$500 refundable security deposit.
- RESTROOMS:** **Unavailable** after 5:00 p.m. **A porta lav may be provided by the applicant but MUST be delivered the afternoon of the event and removed the morning after the event.**

**Alcohol Beverages:** Beer & Wine is **ALLOWED** to be served at **APPROVED** Beach Parties by permit only. The holder of the Facility Use Permit is responsible for making sure that all people in the party consuming alcohol are 21 years of age and older and that all party attendees drink responsibly. In addition, glasses, bottles and kegs are **PROHIBITED**.

**Special Notes:** **Beach users are also reminded to stay away from fencing and other symbolic markers designating "Endangered bird" nests**

All Town beaches are **unprotected (no lifeguards on duty)** after 5:00 p.m.

**Swimming is prohibited.**

**Reservations are subject to availability of facility. ALL FEES MUST BE PAID IN FULL at time of reservation. There will be NO REFUNDS; one rain date will be allowed based on availability for up to 1 year after the scheduled event.**

# OF PEOPLE	2022 FACILITY FEES <i>Note: Groups larger than 50 people will require an additional Trustees Permit Application and Approval (Additional Fees Apply)</i>	CATERING FEE	EVENT PLANNER FEE	ALCOHOL FEE
1 - 25	\$50 w/o Town of Southampton beach parking waivers	\$200	\$300	\$100
26 – 75	\$100 w/o Town of Southampton beach parking waivers	\$300	\$300	\$250
1 - 25	\$150 w/ Town of Southampton beach parking waivers	\$200	\$300	\$100
26 - 75	\$200 w/ Town of Southampton beach parking waivers	\$300	\$300	\$250
76 – 100	\$300 w/ Town of Southampton beach parking waivers	\$400	\$300	\$350

**NOTE: PERMIT REVISION FEES (max of 3):**

1<sup>st</sup> Revision: \$50

2<sup>nd</sup> Revision: \$100

3<sup>rd</sup> Revision: \$150

**Any further changes will result in new permit fees.**

**ALL VEHICLES ARE REQUIRED TO HAVE A VALID TOWN OF SOUTHAMPTON BEACH PARKING PERMIT AFFIXED TO THEIR VEHICLE WINDOW OR A PARKING WAIVER DISPLAYED ON THEIR VEHICLE DASHBOARD.**

***THESE RULES & FEES ARE SUBJECT TO CHANGE WITH OR WITHOUT NOTICE***