

**REQUEST FOR BOARD ACTION
HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: January 3, 2017

SUBJECT: Facility Use Policy Exemption

PRESENTER: Steve Wyatt, County Manager

ATTACHMENTS: Yes

1. Application for Use of Historic Courthouse Lawns and Courtyard
2. County Facility Use Policy – Page 1

SUMMARY OF REQUEST:

The County has received an application from the Henderson County Girl Scouts to use the Historic Courthouse lawn on Saturdays from 10:00am – 4:00pm, and Sundays from 1:00pm – 4:00pm between January 20th and March 5th, 2017. The specific request is to set up a small table on those dates to sell Girl Scout cookies.

To allow for this use on County grounds, the Board is requested to allow for a one-time exemption to rule #4 of the attached County Facility Use Policy, which prohibits solicitation on the grounds. This exemption, if granted, would cover the dates and times specified on the application, and outlined above.

BOARD ACTION REQUESTED:

The Board is requested to grant an exemption to the County Facility Use Policy for the Henderson County Girl Scouts, allowing them to sell Girl Scout cookies on the Historic Courthouse lawn on Saturdays from 10:00am – 4:00pm, and Sundays from 1:00pm – 4:00pm between January 20th and March 5th, 2017.

SUGGESTED MOTION:

I move that the Board grant an exemption to the County Facility Use Policy for the Henderson County Girl Scouts, allowing them to sell Girl Scout cookies on the Historic Courthouse lawn on Saturdays from 10:00am – 4:00pm, and Sundays from 1:00pm – 4:00pm between January 20th and March 5th, 2017.



Henderson County
1 Historic Courthouse Square, Suite 2 • Hendersonville, NC 28792
Phone (828) 697-4809 • Fax (828) 698-6014 • www.hendersoncountync.org

Application for Use of Historic Courthouse Lawns and Courtyard¹

**Henderson County Historic Courthouse
1 Historic Courthouse Square
Hendersonville, NC 28792**

Henderson County Girl Scouts
Name of Applicant Making Request²

December 7, 2016
Date of Application

931 Indian Hill Road H-ville 28791
Mailing Address of Applicant

929-697-7568
Phone Number of Applicant

joannenall409@gmail.com
E-mail Address of Applicant

Small area for a table to sell Girl Scout Cookies
Purpose for Use of Facilities

January 20-March 5, 2017	Saturdays 10:00 AM	Sundays 1:00PM	Saturdays 4:00PM	Sundays 4:00PM
Date of Event	Beginning Time		End Time	

The remainder of the application to be filled out by the Office of the County Manager

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PERMISSION GRANTED TO USE HISTORIC COURTHOUSE COURTYARD, LAWNS

Christina Hallingse, Public Information Officer

Date Request Approved

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PERMISSION DENIED TO USE HISTORIC COURTHOUSE COURTYARD, LAWNS

Christina Hallingse, Public Information Officer

Date Request Approved

Reason Denied:

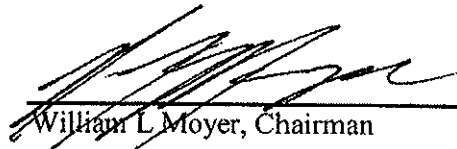
¹ This permission is limited to use of the Historic Courthouse grounds and courtyard. The front porch and steps may not be utilized. Stages may not be setup without permission from the County Manager's Office. No vehicles are permitted on the courtyard. Staging of events must not block entrance and exit from the courthouse during business hours Monday through Friday 8:30 a.m. to 5:00 p.m. and the weekend hours of operation for the Heritage Museum, Saturday 10:00 a.m. to 5:00 p.m. and Sunday 1:00 p.m. to 5:00 p.m. Permission must be gained from the City of Hendersonville Police Department to use the city sidewalks, parking and streets surrounding the Historic Courthouse.

² The individual(s) signing this application are responsible for assuring that all litter that accumulates on the Historic Courthouse site as a result of this event will be removed.

County Facility Use Policy

Adoption by Board of Commissioners

Adopted the 3rd day of December 2007 and revised this day the 15th of October 2008.


William L. Moyer, Chairman

Seal

Attest:


Elizabeth W. Corn, Clerk to the Board

General Policy Statement

The designated meeting rooms and grounds which are listed below may be reserved for non-county government, public activities, provided certain conditions are met. However for security and operational reasons, the remaining County facilities will not generally be made available for public use. County government functions shall in all cases take precedence over all other activities at any county facility. Policy for the use of County parks and libraries is addressed under separate policies: Park Rules and Library Meeting Room Use.

List of Designated Facilities

The designated County facilities available to the public for non-county government use are as follows. More specific instructions for each building may be found at the end of this policy:

1. Historic Courthouse and Grounds (1 Historic Courthouse Square)
2. King Street Office Building (100 N. King Street)
3. Courthouse (200 N. Grove Street)
4. N.C. Cooperative Extension Building (800 Glover Street)

Rules Governing Use of all Facilities and Grounds

1. The applicant requesting the use of a county facility or grounds must be a resident of Henderson County and at least 18 years of age.
2. Only nonprofit, educational, civic and cultural groups will be considered. Facilities are not available to exclusive groups; meetings must be open to the public.
3. The County facilities may not be reserved by commercial or partisan political groups. The only exception is for political meetings in accordance with N.C.G.S. 163-99 which allows political meeting for the purpose of biennial precinct meetings, county conventions and district conventions.
4. Solicitation is not permitted within County Facilities or Grounds.