



# Wayne County Parks Park Permit Information



**THE OPENING DAY FOR 2025 PARK PERMITS is Monday, MARCH 3 at 7:00 AM.**

## General Information

The opening day to apply for a park permit for the 2025 season (May 1 -September 30) is **Monday, March 3, 2025**. Park permit rentals will begin at **7:00 AM**. (See attached for procedures).

All reservations must be made in person on March 3. Starting Tuesday, March 4, 2025, we will accept phone and in-person reservations until online reservations are open on Monday, March 17, 2025.

Please keep the following in mind for opening day:

1. All permit fees must be paid in full to reserve an area and will be accepted on a first come, first served basis. We accept cash, checks and credit cards (Visa and MasterCard only). We cannot hold or "pencil in" dates. **One reservation per person is allowed while others are waiting. If multiple dates are needed, please have two people wait in line or plan to go to the back of the line once the first reservation is made.**
2. Mail in reservations will be processed on Tuesday, March 4, 2025. No phone or mail-in registration will be taken on March 3, 2025.
3. There is a \$5 administrative fee each time a permit holder changes an area and/or date. It is strongly recommended that an area is seen before it is booked. The permit holder has up to **30 days** before the activity date to make changes.
4. Wayne County Parks reserves the right to book areas for special events. Please note that events may be added or deleted prior to March 3, 2025.
5. All events open to the public (runs/walks/festivals, etc.) must be pre-approved by completing a special events application. Email [khealy@waynecountymi.gov](mailto:khealy@waynecountymi.gov) for a copy of the special event application. Please note that all special events for the 2025 season are pending approval.

## Office Location/Hours

The Wayne County Parks Offices are located at 33175 Ann Arbor Trail, Westland in the Nankin Mills Administrative Offices, and Interpretive Center. There are parking lots on Ann Arbor Trail and on Hines Drive and the office is open from 1:00 PM – 4:00 PM Monday – Friday.

**Special hours the week of March 3, 2025:**

**The Walk-Up Window will be open from 7:00 AM – 4:00 PM on Monday, March 3, 2025.**

**The office will be open from 9:00 AM – 4:00 PM Tuesday – Friday, March 4 -7, 2025 (Closed from Noon – 1:00 PM for lunch).**

## Mailing Address

Wayne County Parks  
33175 Ann Arbor Trail  
Westland, MI 48185  
Phone: (734) 261-1990

## Permit Fees

**Park Areas** (uncovered areas) \$25  
\*only available at Bell Creek and Elizabeth Park

## Park Shelters (unless noted)

|  |       |
|--|-------|
| Wayne County residents                     | \$125 |
| Non-Wayne County residents                 | \$150 |
| <b>Northville Shelter #2</b> (WC resident) | \$75  |
| (non-resident)                             | \$100 |
| <b>Wilcox Shelter</b> (WC resident)        | \$100 |
| (non-resident)                             | \$125 |

\*Please note that the playscape has been removed at Wilcox Park.

**Ball Diamond** \$25  
(Diamond free w/shelter or area rental)

**Volleyball Court** \$25  
(Northville Rec. Area only)

**Elizabeth Park Bridge #1 or #2** \$25

**Elizabeth Park Bridge #3 & Gazebo** \$50

**For reservations of the Elizabeth Park Chateau on the River, please call JGK Hospitality at (248) 303-5143 or visit [www.koschcatering.com](http://www.koschcatering.com).**

**The Parkland shelter will not be available for reservations in 2025 due to construction.**

6. A special permit is required if alcohol is being served at your event. Call the park office for more information or see attached form. The fee is \$50 for the alcohol permit.

## **PARK PERMIT RULES**

**Vehicles**—It is understood that items stored in vehicles such as refreshments, equipment, supplies, etc. will be dispensed free of charge to the members of your group. Vehicles are prohibited from parking on or driving on the turf.

**Park Capacity** —Please be aware that most of our shelters have a capacity of 100 people. There will only be enough parking and picnic tables for 100 people. At this time, we cannot accommodate larger groups. The only shelter with a larger capacity is Nankin Mills, which can accommodate 200 people. If you are expecting more than 200 people at Nankin Mills, you must rent both shelters for parking reasons.

**Electricity**—Most restrooms and shelters are equipped with electrical outlets (only 20 amps or 110 volts). There is no additional charge for electricity or water, therefore **service is not guaranteed**. The Bell Creek #2, Colonial, Gunsolly, Sumac, Wilcox, Kinloch and Northville #1 Shelters do not have electricity even though there are outlets. **Please note that crockpots and moonwalks will exceed electrical capacity. For those items, it is recommended you use a generator.**

**Public Address Systems**—Amplified music is not allowed.  
**BANDS AND DJ's ARE NOT ALLOWED!**

**Signs**—Temporary signs may be placed for directions and/or designating your park area. No advertisements, circulars, notices, statements, or designs shall be displayed or distributed without permit. All signs must be removed after your event and must not be attached to trees.

**Alcoholic Beverages**—Beer is the only beverage allowed in park areas without a permit. Beer in a bottle or can is allowed without a permit. If you are planning to serve alcohol or provide keg beer, an additional \$50 permit is required.

**Special Requests**—All special requests, such as moonwalks, dunktanks, pony rides, fundraising activities, etc. must be approved in advance by the Recreation Division. All information pertaining to this request (i.e. copy of site map, copy of original request and proof of insurance) must be attached to the permit along with insurance naming Wayne County Parks as additionally insured. **No exchange of money is to take place in the parks.**

**\*For special events open to the public (fun runs/festivals) please [khealy@waynecountymi.gov](mailto:khealy@waynecountymi.gov) for a special event permit application.**

**Rain Dates**—No rain dates will be given. The area is reserved for permit holder rain or shine. If Park staff determines that the area is not accessible due to flooding, another available date will be reserved within the same calendar year at no additional cost. **NO REFUNDS!**

**Permit Change**—An additional fee of \$5.00 will be assessed for any change in activity date, park area, and/or athletic field once the permit has been issued. Permit holder has up to 30 days before the activity date to make changes. For example, if your rental date is July 1, changes must be made by June 1.

**Cancellation Notice**—A cancellation of a permit will result in the forfeiture of the entire permit fee. **NO REFUNDS!**

**Picnic Tables**—The number of picnic tables in each area cannot be guaranteed. **MOVING OF PICNIC TABLES FROM ONE PICNIC AREA TO ANOTHER IS PROHIBITED.** We do not provide extra tables.

**Public Areas**—A park permit does NOT give permit holder exclusive rights to playground equipment, basketball courts or tennis courts. These areas are open to the public and cannot be reserved.

**Pets** — WC Parks rules require all dogs must stay on a leash and cleaned up.

**Bathrooms** — Please be aware that the bathrooms will be locked by 8:00 PM nightly. The park hours are dawn to dusk.

**Clean up and Damage** — Please be aware that our maintenance staff does not come in until 7:00 AM. They will get to your site as soon as possible.

Improper clean-up and/or damage is a violation of the park rules. The permit holder is responsible for clean-up and/or damage costs. The Wayne County Sheriff's Department will enforce all park rules. **The phone number for Park Patrol-Wayne County Sheriff is (313) 224-0414.**

### **Saturday in the Park/Hines Drive closure information due to events or flooding.**

Wayne County Parks is the proud sponsor of the Saturday in the Park program, which provides a safe place to run, walk, cycle and skate. It runs every Saturday from May 3 – September 27 from 9:00 AM - 3:30 PM. Six miles of Hines Drive will be closed to traffic from Ann Arbor Trail to Outer Drive.

If you have a picnic scheduled during Saturday in the Park or if the park is closed due to flooding between Ann Arbor Trail and Outer Drive, please be aware of the alternate route to your picnic and give your group directions.

Please note that your shelter may not be impacted, even if Hines Drive is closed due to flooding. You will receive a phone call if your shelter is flooded.

**For all the following areas, you must go around the first set of barricades to get to your picnic site. You must not go around the second set of barricades.**

**Helms Haven Park**—Entrance is located west of Outer Drive on the south side of Hines Drive.

**Merriman Hollow Park**—Entrance is located on the west side of Merriman Road between Warren Road and Ann Arbor Trail.

**Nankin Mills Park**—Entrance is located 300 feet east of Ann Arbor Trail on the south side of Hines Drive.

**Parr Picnic Park**—Entrance is off Woodbine Road.

Woodbine is located on the south side of Ann Arbor Trail, 100 feet west of Telegraph Road.



## Park Shelters available in 2025

| <u>Shelter</u>                  | <u>Location</u>                    | <u>City</u>   | <u>Shelter<br/>Capacity</u> | <u>Electricity</u> | <u>Ball<br/>Diamond</u> |
|---------------------------------|------------------------------------|---------------|-----------------------------|--------------------|-------------------------|
| Bell Creek #1                   | Five Mile and Inkster              | Redford       | 100                         | Yes                | Yes                     |
| Bell Creek #2                   | Five Mile and Inkster              | Redford       | 50                          | NO                 | NO                      |
| Colonial Park                   | Inkster Road, north of Michigan    | Inkster       | 25                          | NO                 | Yes                     |
| Elizabeth Park – Area A Shelter | West Jefferson, south of West Rd.  | Trenton       | 50                          | Yes                | NO                      |
| Elizabeth Park – Rivers Edge    | West Jefferson, south of West Rd.  | Trenton       | 100                         | Yes                | NO                      |
| Hines Park – Cass Benton        | Hines Drive between 6 and 7 Mile   | Northville    | 100                         | Yes                | NO                      |
| Hines Park – Gunsolly Mill      | Hines Drive, east of Wilcox Road   | Plymouth      | 50                          | NO                 | NO                      |
| Hines Park – Helms Haven        | Hines Drive, west of Outer Drive   | Dearborn Hts. | 100                         | Yes                | Yes                     |
| Hines Park – Merriman Hollow    | Hines Drive, west of Merriman      | Westland      | 100                         | Yes                | Yes                     |
| Hines Park – Nankin Mills #1    | Hines Drive, east of Ann Arbor Tr. | Westland      | 200                         | Yes                | Yes                     |
| Hines Park – Nankin Mills #2    | Hines Drive, east of Ann Arbor Tr. | Westland      | 50                          | Yes                | Yes                     |
| Hines Park – Northville #1      | Hines Drive between 6 and 7 Mile   | Northville    | 100                         | NO                 | Yes                     |
| Hines Park – Northville #2      | Hines Drive between 6 and 7 Mile   | Northville    | 25                          | Yes                | Yes                     |
| Hines Park – Parr               | Hines Drive, west of Telegraph     | Dearborn Hts. | 100                         | Yes                | Yes                     |
| Hines Park – Perrin             | Hines Drive, west of Inkster Road  | Westland      | 50                          | Yes                | Yes                     |
| Hines Park – Plymouth Riverside | Hines Drive, west of Haggerty      | Plymouth      | 100                         | Yes                | NO                      |
| Hines Park – Sumac Park         | Hines Drive, west of Newburgh      | Livonia       | 50                          | NO                 | NO                      |
| Hines Park – Warrendale         | Warren Avenue, east of Telegraph   | Dearborn Hts. | 100                         | Yes                | NO                      |
| Hines Park – Waterford Bend     | Six Mile and Northville Road       | Northville    | 100                         | Yes                | Yes                     |
| Hines Park – Wilcox             | Hines Drive, west of Wilcox        | Plymouth      | 50                          | NO                 | NO                      |
| Inkster Park                    | John Daly, north of Michigan Ave.  | Inkster       | 100                         | Yes                | NO                      |
| Kinloch Park                    | Six Mile and Kinloch               | Redford       | 25                          | NO                 | NO                      |

\*For reservations of the Elizabeth Park Chateau on the River facility, please call JGK Hospitality at (248) 303-5143 or visit [www.koschcatering.com](http://www.koschcatering.com).

Please note that we will NOT be issuing athletic league permits on Monday, March 3. If you need information on reserving fields for soccer, softball, volleyball, or any other athletic leagues, email Scott Maher at [smaher@waynecountymi.gov](mailto:smaher@waynecountymi.gov).

If you plan to hold a special event that is open to the public (such as a fun run/walk, bike-a-thon, etc.), please contact Kim Healy at [khealy@waynecountymi.gov](mailto:khealy@waynecountymi.gov) or (734) 261-1990 for a special event application before March 3, 2025.

**The Parkland Shelter will not be available in 2025 due to construction.**

For more information, please call (734) 261-1990 or visit [www.waynecounty.com](http://www.waynecounty.com).



**2025 Schedule of  
Programs and Events  
Wayne County Parks  
(Tentative)**



|                          |                |                     |
|--------------------------|----------------|---------------------|
| Saturday in the Park     | May 3-Sept. 27 | Hines Drive         |
| Fishing Derby            | June 7         | Waterford Bend      |
| Senior Fun Fest          | June 14        | Nankin Mills Park   |
| Poetry in the Park       | June 20        | Nankin Mills Park   |
| Juneteenth Heritage Day  | June 21        | Nankin Mills Park   |
| Party in the Park        | July 16        | Nankin Mills Park   |
| Bugtopia                 | July 19        | Nankin Mills Inter. |
| Jazz on the River        | August 2-3     | Elizabeth Park      |
| Cruisin' Hines           | August 24      | Hines Drive         |
| Native American Heritage | September 20   | Nankin Mills Park   |
| Somewhere in Time        | September 21   | Elizabeth Park      |
| Heroes on Hines          | September 27   | Haggerty Park       |



# Wayne County Parks

## Alcohol Permit

Please provide this form a minimum of 14 days prior to your requested date for Department review. Requests received after this time frame may not be considered for approval.

|                   |                            |               |
|-------------------|----------------------------|---------------|
| Name of Permittee |                            | Date of Event |
| Address           | Shelter/Event Location     |               |
| City, State, ZIP  | Telephone                  |               |
| E-mail            | Driver's License/ID Number | Date of Birth |

### RULES AND GUIDELINES

1. Alcohol permits are only issued if you have rented a shelter or obtained permission for a designated event space on department managed lands where alcohol is prohibited.
2. This permit will only be issued at department facilities with ban on alcohol, to the occupant of a department shelter/event space. The organization/person renting the shelter/event space shall have ultimate responsibility for the actions and conduct of their guests. No permits will be issued for general use of the park unless approved by Wayne County Parks Director.
3. Persons under the age of 21 shall not be permitted to possess or consume alcoholic beverages. Anyone under the age of 21 found in possession of an alcoholic beverage will be ticketed and be subject to prosecution. The Permittee shall be responsible for making sure persons under the age of 21 are neither in possession of nor consuming alcoholic beverages.
4. Alcoholic beverages must be kept within 25 feet of the rented shelter/event space and are not permitted in parking lot areas. Any person found outside of this designated shelter/event space with an alcoholic beverage may be ticketed and subject to prosecution.
5. This permit may be revoked by Wayne County Parks and Wayne County Sheriff Officers due to violations of the above conditions and/or any other Wayne County Parks Rules and Regulations and/or Michigan State Laws.
6. All public events where alcohol is sold, furnished, or given away must obtain a special liquor license from the Michigan Liquor Control Commission.
7. Permit holder agrees to indemnify and hold the Wayne County Parks and employees harmless from all liability because of injury to persons or property arising out of the use of alcohol for which this permit is granted.
8. A valid ID for the Permittee must be submitted with the permit request.
9. The permit and a non-refundable alcohol permit fee of \$50 is due upon submission.

| CERTIFICATION  |      |
|--|------|
| <i>I certify that all the information provided on this permit) or shelter reservation is true and correct to the best of my knowledge and agree to the terms and conditions stated herein.</i> |      |
| Permittee Signature  | Date |

Send completed form to:

Wayne County Parks  
33175 Ann Arbor Trail  
Westland, MI 48185  
Phone: (734) 261-1990  
Email: [khealy@waynecountymi.gov](mailto:khealy@waynecountymi.gov)

For more information, please visit us at: [www.waynecounty.com](http://www.waynecounty.com).

| Wayne County Parks USE ONLY |           |      |
|-----------------------------|-----------|------|
| Approved By (Print)         | Signature | Date |

# Wayne County Park System

If you are coming to our office on Monday, March 3, 2025, to obtain a permit, please fill out this form and bring it with you. If you prefer to mail in your request, enclose completed application form and check/money order payable to Wayne County Parks, Attn: Park Permits, 33175 Ann Arbor Trail, Westland, MI 48185. ALL MAIL IN APPLICATIONS WILL BE PROCESSED ON March 4, 2025.

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Name of Company/Group

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Contact Person

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Address

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City, State, ZIP

E-Mail Address:

[illegible]

| Primary Phone | Business/Alternate phone |
|---------------|--------------------------|
|               |                          |

Group Size \_\_\_\_\_

Approximate times of your picnic: From \_\_\_\_\_ AM to \_\_\_\_\_ PM

| First choice of site | First choice of date |
|----------------------|----------------------|
|                      |                      |

Second choice of site      Second choice of date

Do you need an Alcohol Permit? \_\_\_\_\_ Do you need a ball diamond? \_\_\_\_\_ Do you need a sand volleyball court? (Northville Rec. only): \_\_\_\_\_

\*Moonwalks, dunk tanks, pony rides and other special requests must be approved in advance and the permit holder must provide a copy of one-million-dollar liability insurance policy naming Wayne County Parks additionally insured.

\*Events open to the public (Fun run/walk/festival, etc.) must be pre-approved by emailing [khealy@waynecountymi.gov](mailto:khealy@waynecountymi.gov) for a special events application.

**The Parkland Shelter will not be available due to construction in 2025.**