



# Parks, Recreation and Historic Preservation

TACONIC REGION – Rockefeller State Park Preserve  
125 Phelps Way, Pleasantville, New York 10570  
Office: 914-631-1470 Ext. 0

ANDREW M. CUOMO  
Governor

ERIK KULLESEID  
Commissioner

DR. LUCY R. WALETZKY  
Taconic Commission, Chair  
State Council of Parks, Chair

LINDA G. COOPER  
Regional Director

August 2020---July 2021

Dear Coach and Running Groups,

It's time to apply for your 2020-21 Rockefeller State Park Preserve running team permit. **Please read our permit policy information and application package thoroughly.**

Our permit policy promotes trail safety and balances the multiple uses of the historic carriage roads in this "park preserve", a State designation which emphasizes natural, cultural, and historical values and passive recreation.

**All organized teams, groups, and clubs of 7 or more runners must obtain the annual permit no matter where you park or enter the Preserve.**

**Please complete the attached application and return to Jean Dolen or the above address by August 20<sup>th</sup> with (a) \$75<sup>00</sup> check made out to NYS Parks, (b) contact information and signature page, (c) calendar with your selected dates in order of preference, and (d) a copy your Acord 25 insurance form, (e) a copy of your COVID19 Pandemic Plan (See page 3 and Attachment A&B or visit the Reopen NY/Sports and Recreation).**

Insurance Requirements:

- PERMITTEE shall provide the **ACORD 25 Certificate of Insurance**
- The certificate should be made out to **NYS Parks, Recreation, and Historic Preservation, 625 Broadway Albany, NY 12207**
- Additional Insured: *The People of the State of New York, Executive Department, the NYS Office of Parks, Recreation and Historic Preservation, Taconic Region, it's Officers, Agents, employees and assigns.*

**Coaches:** We ask that everyone in your group read the Trail Etiquette rules and initial the signature page. Please particularly note our expectation that all runners are required to run in groups of 4 or less and respect others on the trail.

Please come to the Preserve office for your permit. Upon receipt of the applications, if we find the total number of team runners is very high on a given date, we may ask you to make some adjustments.

Thank you in advance for helping us keep the Preserve a special place for all. We're glad you enjoy Rockefeller State Park Preserve. We wish you success with your running endeavors.

<p>Jean Dolen Office Assistant Rockefeller State Park Preserve New York State Parks, Recreation &amp; Historic Preservation 125 Phelps Way, Pleasantville, NY 10570</p>
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## 2020 Note to Running Coaches *We need your help!*

Rockefeller State Park Preserve is an amazing place for many activities including walking/hiking, running, horseback riding, birding, nature study and much more. We host guests from toddlers to senior citizens. Our goal is to make the preserve an enjoyable place for everyone to safely pursue their favorite activities during these trying times. You can help.

Why are we writing running coaches?

The Preserve is no longer the hidden gem it was years ago. Use of the preserve has grown significantly in an ever-widening variety of activities during the pandemic. As a result, we have to adapt. One significant area of growth for the preserve is in the number of running teams (high school, college and club) that visit for training. Just like your responsibilities as a coach, our responsibilities start with ensuring everyone's safety – yours, your teams and all other visitors. **We believe if we work together that we can improve safety for all.**

What problems are we trying to solve?

Primarily, we ask your help with is avoiding situations which often create unsafe conditions. Examples of the risks we are asking your help in avoiding include (but are not limited to):

- Runners coming up from behind and frightening a child or senior citizen into a fall.
- A runner(s) spooking a horse putting themselves, the rider and the horse in peril.
- A runner getting between a doe and her offspring. There are many examples like this where we encourage extreme caution with wildlife.
- Runners not wearing facial coverings or maintaining social distancing

Why is this important?

As you know from your experience coaching, it does not take much for an injury to occur. The same is true when you mix the variety of activities and volume of visitors we now have in the preserve. We know that creating a safe environment is as important to you as a coach as it is to us as we manage the preserve. We are hoping that by working together we can minimize, or hopefully, eliminate risky situations, avoiding injuries/bad experiences that have increased as the number of visitors to the preserve has accelerated.

How can coaches help?

Of course, the best solution for the above types of problems is preventing dangerous situations. You can help us by educating those who you coach on how to be safe – for their safety and the safety of all other visitors. Please talk to your runners about trail etiquette and stress why it is important to their safety and the safety of others. Please share the etiquette with your teams.



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### COVID19 Pandemic

In New York State, no sports or recreation activity can occur without meeting the following guidelines. In order for us to issue a group running permit it is now mandatory that every team/club that applies for a running permit also provide us with a COVID 19 pandemic plan for how you are protecting yourselves and others during the crisis. What we need from you and the plan is to show the following:

- Implement a daily mandatory health screening assessment for all individuals. Remote screening, not on site. Maintain a log of every person, including employees' results.
- Designate a safety monitor whose responsibilities include continuous compliance with all aspects of the safety plan. Provide us with that individuals name in the safety plan.
- All Individuals must wear a face covering unless individuals are unable to tolerate such a covering for the physical activity they are participating in.
- Prohibit sharing of face covering.
- Prohibit shared food and beverages among the group
- Limit sharing of equipment, discourage touching of shared surface, sanitize equipment as necessary and maintain cleaning logs.
- Provide and promote the use of hand sanitizer.
- Limit group sizes in accordance with social gathering restrictions that are in effect in our region and monitor and control the flow of traffic. May need to implement shifts in which individuals sign up for designated workout times to train and the same set of people work out together.
- Ensure 6 feet of distance between individuals at all times unless safety requires a shorter distance. You must justify that in your plan.
- Visitors or spectators coming in as part of the group must adhere to the same guidelines.

Please read through the NY Forward Attachments for specifics of the plan. If you have any questions Please reach out to the park office at (914) 631-1470.

Sincerely

Peter Iskenderian  
Park Manager



## 2020 Running Team Permit Policy

*This permit runs from August 2020 through July 2021. This mailing is primarily focused on managing trail use during peak visitation and running season between September 1 and November 15.*

*We may ask for your spring schedule as the season approaches.*

### RSPPT TRAIL USE OBJECTIVES:

1. The carriage paths are multi-use. Prevent one user group from dominating others.
2. Uses are consistent with the Park-Preserve designation and purpose of the Preserve.
3. Visitors can enjoy quiet contemplative walks and nature observation.
4. The public / other trail users are safe.

### WHO DOES THIS POLICY AFFECT? *Running groups and teams only (HS, college, organized groups)*

- Groups/teams are defined as official or organized runners with a leader or sponsor.
- 7 or more in number.
- Permit is required regardless of where start your run, park your bus or what day/time.
- This permit policy does not apply to individual runners. Individual runners can run any time.

### FALL WEEKEND HOURS – *Teams must finish by 10:00 am on Saturday & Sunday during busy fall weekends:*

September 19, 20, 26, 27

October 10, 11, 24, 25, 31

November 1

### BLACKOUT DAYS – NO running teams or clubs or groups at any time or location

- October 3, 4, 17, 18 / Other weekends between August and early December – teams must finish by 11 am.

### PERMIT CONDITIONS AND RULES:

- Avoid Swan Lake / Brothers' Path.
- Must wear face coverings and maintain social distancing
- Off-trail running is not allowed.
- Sprinting and timed runs are not allowed.
- Must demonstrate polite trail etiquette.
- Must leave restrooms clean after using.  
If a group / team leaves a restroom dirty and littered with paper towels or trash, they will lose their permit.
- Must adhere to our COVID19 policies and requirements.
- Must adhere to your own groups COVID 19 plan.

### TRAIL ETIQUETTE:

- Split into groups of 4 or less with at least 200 feet between groups.
- Run two-abreast, pass on left or where safe.
- Communicate with others before passing them.
- Must YIELD to carriages/equestrians, as horses have blind spots may behave unpredictably.
- Must STOP if a horse rider or carriage driver requests you to do so.



ORGANIZATION INFORMATION

Form fields for Organization Information: Group Name, Grade/Age Group, Total Group Size, Address, State, Zip, Phone, Fax, Email.

CONTACT INFORMATION

Form fields for Contact Information: Primary Contact (Name, Title, Phone #, E-Mail), Secondary Contact (Name, Title, Phone #, E-Mail), Emergency Contact (Name, Title, Phone #, E-Mail), Athletic Director / Coach (Name, Title, Phone #, E-Mail).

PERMIT FEES: Make check payable to NYS Parks. (Parking fee applies if bus is to remain at the park during visit)

- Fee schedule: \$75.00 Team Running Permit Fee; \$75.00 Bus Fee per Season (Non-Profit); \$35.00 Bus Fee per Visit (Non-Profit); \$75.00 Bus Fee per Visit (For-profit).

In addition to an approved Group / School Running Permit Application, groups must also supply a Certificate of Insurance listing Rockefeller State Park Preserve and New York State as an "Addition Insured". Language should be as follows;

FOR OFFICE USE ONLY

Table with 5 columns: Application Date, Expiration Date, Insurance Certificates #25 & 855 (Y/N) Bus Permit (Y/N), Approved By.



### PLANNED ROUTES

Team/Club Name	
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Group Information	Color of uniform:
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Overall number of Runners
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Number of Groups (no larger than 4 per group)
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Points where you generally access & exit the carriage paths	
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List preferred paths	

Notes / Comments	



**TEAM MEMBER SIGNATURES**

Thank you for helping to ensure the safety and enjoyment of all patrons. Please note that park management reserves the right to issue warnings against any group or individuals found in violation of Preserve policy, endangering the safety of others, or any of the rules or conditions of their permit. Warnings apply to all associated members when issued to a group member. Park management can revoke or modify or suspend a permit at any time for any incidents involving the group/organization or its associated individuals. Disciplinary action may include, but is not limited to: eviction, permit renewal refusal, temporary/permanent revocation of group permit.

**IMPORTANT**

If the total number of team runners is very high on certain dates, we may ask you to make some adjustments. Leaders/Coaches must pick up their permit in the Preserve Office.

***Permit is non-transferrable.***

**2020**

I have read and fully understand all of the rules, regulations, and policies above. I understand that I am expected to fully comply with these and any further instruction by Preserve staff. Failure to comply with any of the above may result in the suspension or cancelation of the permit and the group/organization and associated individuals may be prohibited from using the Preserve for running activities. Park management reserves the right to revoke this permit at any time.

I understand that our group is to run in groups of 4 or less and be courteous to other users.

I understand that running cross country is a potentially hazardous activity and should not be performed unless participants are medically able and properly trained. We assume all risks associated with this activity including but not limited to: falls, contact with other Preserve patrons, the effects of the weather, including high heat, humidity, or wet conditions, traffic and conditions of the road/trail. Having read this waiver and knowing these facts and in consideration of your our permit request, I waive and release the State of New York, their representatives, employees, volunteers and successors from all claims or liabilities of any kind arising out of my participation in this activity even though that liability may arise out of negligence or carelessness on the part of the persons named in this waiver.

I hereby apply for an activity permit as shown above. I and all other members of my group have read and understand all of the rules and regulations associated with the Rockefeller State Park Preserve Multi-Use Policy and agree to fully abide by them. I understand that this permit may be revoked if any of its terms and conditions are violated.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Team Signatures (each team member initials below)**




Please indicate your selected dates in order of preference (#1, #2, etc) in calendar below.

Group/Team \_\_\_\_\_ Number of Runners \_\_\_\_\_ Number of Days \_\_\_\_\_ Starting Point \_\_\_\_\_

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						Aug 1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	29	22
23	224	25	26	27	28	29
30	31	Sep 1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19 Out by 10:00 am
20 Out by 10:00 am	21	22	23	24	25	26 Out by 10:00 am
27 Out by 10:00 am	28	29	30	Oct 1	2	3 BLACKOUT
4 BLACK OUT-Friends-Amble and Gamble Event	5	6	7	8	9	10 Out by 10:00 am
11 Out by 10:00 am	12-Columbus Day	13	14	15	16	17 BLACK-OUT-Friends 5K Race Event
18 BLACK-OUT	19	20	21	22	23	24 Out BY 10:00 am
25 Out by 10:00 am	26	27	28	29	30	31 Out by 10:00 am
Nov 1 Out by 10:00 am	2	3	4	5	6	7
8	9	10 Veterans Day	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26 Thanksgiving	27	28