



# TOWN GREEN PARK GENERAL INFORMATION

Town Green Park is located along the banks of The Woodlands Waterway®, between The Cynthia Woods Mitchell Pavilion and the South Montgomery County Library. The address is 2099 Lake Robbins Drive, The Woodlands, Texas 77380.

The 100<sup>th</sup> park to be dedicated in The Woodlands, Town Green Park opened on May 1, 2006. It was designed by SWA Group and constructed for \$3.5 million, with funding provided by the Town Center Improvement District on land donated by The Woodlands Land Development Company. The park was transferred to The Woodlands Township on January 1, 2010, as part of the transition in local governance.

The four-acre green space features:

- A great lawn, nearly two football fields long
- Entertainment stage with natural seating
- Children's literary labyrinth with life-size Aesop's fables characters
- Children's amphitheater for group outings
- Perennial garden
- Texas Marine Medal of Honor Memorial Monument
- "With Hope" sculpture
- "George Mitchell" bronze statue
- "The Way Home" sculpture and Veteran's Memorial



Town Green Park is for the use of the general public during the hours of operation as established by Township Order 019-09. Current hours are sunrise to 11 p.m.

Town Green Park was designed as a venue for special events and hosts many annual events such as The Woodlands Waterway Arts Festival, the Red, Hot and Blue Festival, iWOW and Lighting of The Doves, CrawPHish Festival, Memorial Hermann Ironman Texas and The Woodlands Marathon. Many wedding ceremonies and family reunions are also held at the park



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throughout the year. General information regarding special events is provided below. Please see The Woodlands Township's Special Event Policy and Procedures for complete information.

- Any person 18 years old and over may apply for a Special Event Permit in advance of a planned activity or event.
- A security and clean-up deposit of \$100 is required at the time of confirming the park reservation. Make checks payable to The Woodlands Township.
- Fees for use of the Park are established by Township Order 020-09. Fees are based upon all the regular park hours the event requires - including setup and take down. The fee is not based upon any overnight hours. No overnight use is permitted. Currently the fee is \$500 for six hours on a weekend and \$100 per each hour thereafter.
- Refund of the security clean-up deposit will be based upon the condition of the park at the close of the event. Provided the park is left in the same condition it was prior to the event, the deposit will be returned. Additional charges may be assessed if damage or clean-up exceeds \$100.
- Access to electricity is available throughout the park and included in the fee.
- Special Event Permit Pre-Applications can be obtained in person at The Woodlands Township office or via the Web site: [www.thewoodlandstownship-tx.gov](http://www.thewoodlandstownship-tx.gov).
- Information submitted in the pre-applications will determine if the activity is allowed and if a Special Event Permit is required, and if so, the Supplemental Requirements of any subsequent Special Event Permit Application.
- Applications must be received in advance of the event per the schedule outlined in the Special Events Policy and Procedures. The park can be reserved up to a year in advance and hosts many annual reoccurring events.
- Special Events that may have impact to traffic and residents may require Township Board of Directors approval.
- A Special Event Permit provides for use of all the area known as Town Green Park. However, exclusive use is limited and public access through the park to provide public transportation, public safety and for the general public pedestrians' access through the park must be maintained at all times.
- Minimum insurance requirements may apply depending upon the size and/or nature of the event. For individuals or organizations producing an event that is limited to the park north of the tramway and providing vendors, entertainment, structures, amplified sound, inflatable's or selling food and beverage, \$1,000,000 general liability is required. Events that utilize the park south of the tramway must provide \$4,000,000 general liability insurance. Additional insurance may be required such as: Worker's Compensation, Employers' Liability and Auto Liability. A Waiver of Subrogation must be provided and The Woodlands Township must be named as additional insured. Other organizations may also be required to be named as additional insured.



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- Parking arrangements are the responsibility of the permit holder. Limited parking for Town Green Park patrons is available in the Market Street Parking Garage. Additional public parking is available at the Waterway Square Garage. If you expect a large number of participants, it is recommended to contact the following entities regarding parking:
  - South Regional Library – Catherine Pells, Branch Manager  
936-442-7727, Ext. 351 or [CPells@countylibrary.org](mailto:CPells@countylibrary.org)
  - Market Street – Jenny Taylor, General Manager  
281-419-4770 or [jtaylor@trademarkproperty.com](mailto:jtaylor@trademarkproperty.com)
  - Town Center Garage – Jeff Young, V.P. Operations – CWMP  
281-364-3010 or [jyoung@woodlandscenter.org](mailto:jyoung@woodlandscenter.org)
  - The Woodlands Mall – Gene Satern, General Manager  
281-363-3363 [Eugene.Satern@ggp.com](mailto:Eugene.Satern@ggp.com)
- Security and traffic management are the responsibility of the permit holder. Events that anticipate an attendance over 500 and/or events that will involve alcohol must submit a security plan which provides for at least two peace officers to be on site during the event.
- A site plan, set-up plan, trash collection plan, parking plan and security plan may be required depending upon the size and nature of the event.
- Amplified sound is prohibited after 7:00 p.m. on days of concerts at the Cynthia Woods Mitchell Pavilion.
- If any food or beverage is to be sold, a Montgomery County Health Permit must be provided. Alcohol is allowed and subject to TABC regulations.
- Equipment needed for the event is the responsibility of the permit holder.
- Clean-up after the event is the responsibility of the permit holder. All trash and litter must be removed from the site.
- Glass is not allowed nor can anything be driven into the ground. Tents must be secured with sand bags or water barrels.
- Any damage to the park is the responsibility of the permit holder.
- The public restrooms in the park are available for the event participants and must remain open and accessible to the general public. They are rated to accommodate events up to 500 people. Additional restroom facilities may be required depending upon the size and nature of the event.
- Motorized vehicles used to facilitate setup and take down of structures and equipment are allowed on the tramway per conditions of the permit. Other access routes and driving upon the grass must be reviewed and approved in advance of the event.
- The tramway or trolley path cannot be blocked and must remain open for public transportation and emergency access vehicles. The Brazos Transit District may consider



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rerouting the Trolleys in certain circumstances with adequate advance requests made by the Township on behalf of the permit holder.

- Township Orders, Policies and Procedures are subject to change at any time, therefore additional Supplemental Requirements, Conditions and restrictions affecting an event may be imposed.

For more information, please visit [www.thewoodlandstownship-tx.gov](http://www.thewoodlandstownship-tx.gov) and look for the Town Green Park page and the Special Events page, call 281-210-3800 or e-mail [specialevents@thewoodlandstownship-tx.gov](mailto:specialevents@thewoodlandstownship-tx.gov).