



Woodbury Parks & Recreation

Hollow Park Frequently Asked Questions

Can I rent the Pavilion?

Yes, residents of Woodbury and non-residents may rent the Pavilion. Both resident and non-resident rates are posted on our application.

How do I start?

Start by calling or emailing the P&R office to check availability. If the date you'd like is available, complete the application and submit it, along with the applicable checks, to the P&R Department. If approved, you will receive an email confirmation letter.

How far out can I book the Pavilion?

We accept bookings one calendar year out from the current date.

Do I need insurance?

You might. You need insurance if you are having more than 30 guests or are serving food & beverages and/or alcohol.

How many people can I invite?

Being an outdoor facility there is no limit. However, for over 30 guests you will need insurance, and for over 200 guests you will need Commission approval.

Can I use a grill under the Pavilion?

No. Grilling under the wooden structure is a fire hazard.

Can I have food trucks?

Yes, but they must hold a current Food Service license, and Health Department permit. Both documents need to be submitted to the P&R office at least a week prior to the event.

Can I have inflatables (bouncy houses, etc.)?

Yes, with prior approval from P&R. You must obtain insurance.

Can I have a water slide?

Yes, with prior approval of P&R.

Can I sell or serve alcohol?

If you are selling alcohol, your application must be approved by the P&R Commission, and you must provide a Certificate of Insurance.

If you are serving alcohol, you must provide a Certificate of Insurance.

In both cases, a "designated area" must be provided for alcohol consumption.

Can we play music?

You can play music from a personal electronic device, as long as the volume is kept low enough not to be heard beyond 100' from the Pavilion. No public address or sound systems may be used.

Woodbury Parks and Recreation
Mailing address: 281 Main Street South, Physical address: 7 Mountain Road
Woodbury, CT 06798
(203) 263-3113

Can I have exclusive use of Hollow Park?

No. The park is open to the public at all times.

What criteria will send my application to the P&R Commission?

If you are selling something (including food trucks), or expect 200+ guests.

What criteria will send my application to ViewPoint? (to be reviewed by P&R, Board of Selectmen, Woodbury Police Department, Land Use, Zoning, Inland/Wetlands, Woodbury Fire Department.)

Special Events: An occasion or activity, advertised or otherwise promoted to the general public, including but not necessarily limited to carnivals, circuses, concerts, and fairs, when held on public property and reasonably expected to draw more vehicles than can be accommodated by available permanent on-site parking during any single hour over the term of the special event.

How big is the Pavilion?

20' x 60'

What are the Hollow Park hours?

Dawn to Dusk

Are the restrooms open?

Restrooms are open seasonally. Exact dates for opening and closing are determined by outdoor temperatures. This is for the safety of the plumbing.

How many picnic tables are in the Pavilion?

There are eight picnic tables, which seat approximately eight adults each.

How many electrical outlets are in the Pavilion?

There are eight electrical outlets, located up high. Some are covered but can be opened easily.

Are there barbeque grills?

There is one two-sided grill.

Is there a water source?

There is a drinking fountain beside the Pavilion, which has a spigot for hoses on the side. Note that this water is turned off seasonally.

How many cars can park in the main parking lot?

Main Parking lot: 67-70 vehicles

Flagpole circle: 16-18 vehicles

Soccer field lot: 18-20 vehicles

Can we shoot fireworks/have military gun salutes/use a drone or radio-controlled airplane or helicopter?

None of the above.

Can we park on the grass?

Not without prior approval from P&R. Please note there are underground irrigation systems that can not always be seen and can not be driven over.

If we rent the Pavilion, can we use the volleyball court/soccer fields/baseball fields?

If they are not in use by a sports organization that books them for the season through P&R.

**For any questions or inquiries, please contact our office
at (203) 263-3113 or Reclnfo@woodburyc.org.**

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