

## **230.080 – PARKING POLICY**

**Date Revised:** May 2017

### **POLICY**

The operation or parking of any motor vehicle on the property of Maine Media Workshops + College is a privilege granted by the organization. In order to maintain a safe and clear means for the movement and parking of vehicles, Maine Media has adopted and enforces regulations contained herein. Each owner/operator is responsible for being familiar with these regulations and will be held responsible for violations thereof. The regulations contained herein are subject to revision, addition, and/or amendment. Such revisions will be posted and/or published for the information of Maine Media community.

### **PROCEDURE**

#### **OBJECTIVES**

The primary objectives of the parking regulations are to:

- Provide students, employees, and visitors with the opportunity to park a motor vehicle while at Maine Media. Consideration to students & visitor parking should be considered a priority.
- Enforce safety for pedestrians and vehicular traffic.
- Ensure that access for emergency vehicles and equipment is maintained at all times.

#### **GENERAL INFORMATION**

Maine Media assumes no responsibility for the care and/or protection of any vehicle or its contents at any time while it is parked or operated on the grounds of Maine Media.

#### **DESIGNATED PARKING LOTS**

Lower lot behind Haas Building – accessible by main entrance:

Student, Faculty, Staff, Handicapped & Visitors

Kitchen driveway:

Executive Chef, Maintenance, Deliveries & Handicapped **ONLY**

Staff Parking – Upper NIC lot:

Staff & Handicapped **ONLY**

Lower Campus Residence lot:

Student, Faculty, Staff, Handicapped & Visitors

Upper Campus Residence lot:

Student, Faculty, Staff, Handicapped & Visitors

Shepherd Building (on street & behind building):

Student, Faculty, Staff, Handicapped & Visitors

**NOTE** – there is a 2 hour parking limit on Central Street. Violators will receive a ticket issued by The Town of Rockport.

#### **PARKING PERMISSION**

- Each person who registers and operates a motor vehicle on Maine Media's property must have a valid driver's license and current vehicle registration.
- All parking is on a first-come, first-served basis. The responsibility for locating a legal parking space rests solely on the vehicle operator. Lack of available parking in individual parking lots is not a valid excuse for parking illegally.
- Maine Media reserves the right to impose limitations on parking in emergencies and on special occasions. In such instances, advance notice will be given when practical and as time allows.
- Maine Media reserves the right to remove or have removed any vehicle that is parked in such a way as to constitute a serious hazard or that impedes vehicular or pedestrian traffic movement, the operation of emergency equipment and/or making of essential repairs. Owners of such vehicles will be required to pay all costs involved in removing, impounding, and storing such vehicles.

## **PARKING ENFORCEMENT**

- No person may park any motor vehicle on campus in any location other than a designated parking area.
- Vehicles must park within the indicated boundaries and marked parking lanes/spaces or areas.
- No vehicle may be parked or driven in a manner as to obstruct vehicular or pedestrian traffic.
- No person may make major repairs to motor vehicles while on the campus.
- Tailgating, car washes, or other events may not take place in campus parking lots without expressed permission from the President or Vice President of Academic Affairs.
- Parking in the area of the soundstage and film building is strictly prohibited.
- The speed limit on all property, including parking lots, is 5 miles per hour.
- Pedestrians have the right of way at all times.
- Operating or parking of vehicles on sidewalks or lawns is prohibited.
- No person may park or operate a motor vehicle on the campus in such a manner as to cause damage to any Maine Media property.
- No person may park or operate a motor vehicle in such a manner as to cause interference with operations of Maine Media or in such a manner as to disturb the peace of the community.
- Any vehicle parked when weather conditions indicate snow removal operations will be necessary, shall be removed from the campus in accordance with provisions previously described.

## **SERVICE PARKING**

Service parking provisions are established for contractors, vendors, and the Maine Media community to support organization business. In general, short term loading/unloading needs may be fulfilled in DESIGNATED LOADING/UNLOADING AREAS for a period not to exceed 30 minutes unless otherwise posted.

## **DISABLED/ABANDONED VEHICLES**

Any motor vehicle that has become disabled on Maine Media property should be reported to the Director of Finance & Administration immediately. Abandoned vehicles will be removed from the campus. A vehicle shall be deemed abandoned if it does not display proper state registration (license plates) or is in an obvious state of disrepair and satisfactory arrangements for removal have not been made.

## **OVERNIGHT PARKING**

With the exception of residents of campus housing, parking lots are designated primarily for daily use. Motor vehicles may not be stored in campus lots in the absence of the owner/operator regardless of whether the vehicle is registered.

## **REPEAT VIOLATIONS**

Continual or habitual violations of Maine Media parking and traffic regulations may subject the violator to having their vehicle removed from the campus by a private towing company and will no longer be able to park at Maine Media.