

# BOWDOIN COLLEGE

## Parking and Motor Vehicle Regulations

### 2004-2005

#### Introduction

Bowdoin College welcomes you to campus. The College recognizes the use of motor vehicles as a convenience, and is not obligated to provide parking for all vehicles entering campus. The College will make an attempt to provide a reasonable number of parking spaces for properly registered vehicles within the scope of resources and available sites. In order to ensure an orderly flow of motor vehicle traffic and to maximize utilization of the limited parking facilities on campus, all members of the College community must accept the obligation to observe these policies. The regulations are designed to maximize our limited parking space and to avoid detracting from the natural beauty of the campus. Please read these rules and regulations carefully, as they apply to all faculty, staff, students, their guests and visitors. Furthermore, it is understood that the operation of a motor vehicle on campus and utilization of any Bowdoin College parking facility constitutes an acceptance of these rules and regulations.

#### Registration

All vehicles parking on campus are required to register with Campus Safety and Security. Registration forms are available in the Campus Safety and Security Office at Rhodes Hall. In order to register a vehicle you must present your state vehicle registration and proof of insurance.

Failure to register a vehicle with Campus Safety and Security will result in a parking infraction every time the vehicle is found in violation. After receiving one warning and one ticket, vehicles will be ticketed and towed at the owner's expense. The warning and ticket will be the only notification the owner will have before towing.

#### Parking Permits and Decals

Upon registering your vehicle, you will receive a parking permit, which consists of a pre-numbered, color-coded parking decal. The parking decal must be displayed on the right rear bumper of your vehicle. One parking decal will be issued for each vehicle registered. Students are limited to registering one vehicle only.

The parking permit is the property of the College. The College reserves the right to revoke any individual's campus parking privileges. In the event that campus parking privileges are revoked, the parking permit must be entirely removed and returned to the Safety and Security Office. The permit holder expressly gives the College permission to remove or destroy such decals found on vehicles parked on campus after privileges have been revoked.

#### Student Parking

All vehicles parked on campus (this includes motorcycles, mopeds) must have a valid parking permit. Vehicles must be registered with Safety and Security by September 10, 2004. Parking permits are distributed by Safety and Security. Parking decals are \$40.00 and will be billed to student accounts. First-year students issued a white parking permit are required to park only in the Stanwood Street parking lot.

Students are not allowed to park in blue-designated lots between 5:00 a.m. and 5:00 p.m., Monday through Friday, and Burton-Little lot from 5:00 a.m. to 5:00 p.m. Monday through Saturday. Vehicles parked after 5:00 a.m. in any lot other than the one to which they are assigned will be towed at the owner's expense without further notification on each violation. The warning –ticket-tow policy does not apply to this violation.

Students may park in any blue-designated campus parking lot from 5:00 p.m. to 5:00 a.m., Monday through Friday, and on weekends, from Friday at 5:00 p.m. to Monday 5:00 a.m. except Burton-Little lot as mentioned above.

#### Faculty and Staff Parking

Faculty and staff may park in any legal space in any blue lot. All Bowdoin College faculty and staff must register their vehicle(s) as described above if they plan to park on campus at any time. There is no fee for a faculty/staff decal or permit.

#### Visitor Parking

Short-term (24 hours or less) visitors must obtain temporary permits from the Safety and Security Office located in Rhodes Hall, ext. 3458 or ext. 3314. Visitor spaces are clearly marked and are off-limits to students, guests of students, faculty and employees 24 hours a day.

Vendors, contractors, and other long-term visitors are required to obtain a dated temporary parking permit in order to park on campus. Temporary parking permits are available from the Campus Safety and Security Department in Rhodes Hall and must be displayed on the vehicle dashboard or mirror while parking on campus at all times. Students bear responsibility for advising their visitors of college parking regulations and notices including parking bans.

#### Short-Term Parking

Short-term parking (15 minute limit) to load and unload vehicles will be allowed only when accompanied by the use of emergency flashers. This does not include parking in fire lanes or entrances to buildings, or blocking sidewalks and roadways, which are prohibited under all circumstances.

There are two 15-minute spaces in front of Moulton Union for quick pick-up and drop-off errands. Emergency flashers are not required if parking in one of these spaces.

#### Parking Lot Designations

A color-coded sign located at the entrance of a lot will correspond to the color-coded parking permit designated for that lot. The exceptions to this are Coffin St. lot, Farley lot, and the Brunswick Apartments lot, which are split lots. Students must park in the color-coded section of the lot which corresponds to the color of their permit. Campus parking maps (available in the Campus Safety and Security Office) designate areas by color.

**Blue decal lots** are for employee, visitor, and vendor use. All other vehicles are prohibited from parking in these lots, except during off-hours, as noted below. Blue-permit vehicles may not park in a non-blue-designated lot.

**Black decal lot** (Stowe Inn rear lot) is for use by students with black parking decals, which are valid for parking in this parking lot only.

**Green decal lots** (Brunswick Apartments, Mayflower Apartments) are for students with green parking decals, which are valid for parking in these designated College-owned apartments only.

**Magenta decal lots** (Howell, Burnett, Helmreich, Quimby, 7 Boody St. lots) are for students with magenta decals, which are valid for parking in these designated College-owned house lots only.

**Orange decal lot** (Farley Field House,) are for students with orange decals, which are valid for parking at the east end of the Farley Field House parking lot only.

**Red decal lots** (4 Cleveland St. and 6 Cleveland St. lots) are for use by students with red parking decals, which are valid for parking in these parking lots only.

**Tan decal lot** (Ladd House lot) is for use by students with tan parking decals, which are valid for parking in this parking lot only.

**Teal decal lot** (14 McKeen St.) is for use by students with teal parking decals, which are valid for parking in this parking lot.

**White decal lot** (Stanwood St. Lot) is for students with white decals, which are for the Stanwood St. lot only.

**Yellow decal lots** (Pine St., Harpswell Apts. Smith House, Coffin Lot, 30 College Street) are for use by students with yellow parking decals, which are valid for parking in yellow-designated parking lots only.

**Parking signs have been kept to a minimum to preserve the beauty of the campus.** It is the responsibility of each student, faculty, and staff member of Bowdoin College who desires to park on campus to obtain a copy of these regulations and the campus parking map. The map clearly designates where faculty, staff, students, and visitors may park, and it will be each person's responsibility to be familiar with the map and the locations on campus where parking is permitted.

**Parking in any area not designated as a parking area is prohibited.** Vehicles will be towed at the owner's expense without further notification. This includes travel lanes, walkways, grass, fire lanes, and other non-designated areas.

**Parking in fire lanes, service and emergency vehicle spaces, a handicapped space, on grass areas, blocking dumpsters and visitor spaces by members of the College community is prohibited. Vehicles will be ticketed and towed at the owner's expense without further notification.**

### **Parking Bans During Snowstorms**

Parking bans will be in effect during the day of as well as the day after snowstorms from midnight to 5:00 a.m., in order to remove snow from the parking lots. Vehicles parked in the following areas during the parking ban will be towed at the owner's expense:

**Admissions/Burton-Little Lot  
Chamberlain Lot  
Coles Tower Drive  
Druckenmiller Lot  
Dudley Coe Lot  
North and South Campus Drive  
Russwurm/Afro-Am Lot  
Sills Drive**

Anyone whose vehicle has been towed from a campus parking lot should call Safety and Security at 725-3314 to find out the location of the vehicle. Notification of a parking ban condition will be made via campus wide e-mail. Students, faculty, and staff are encouraged to check their e-mail regularly when inclement weather is expected.

### **Handicapped Parking**

Handicapped parking spaces are only for the use of disabled persons who have valid state issued handicapped registration plates, hangtags, or placards displayed on the vehicle. All handicapped spaces are clearly marked and are off-limits to all except properly registered vehicles.

**Unauthorized use of a parking space reserved for the handicapped** will result in a \$100.00 fine, and the vehicle will be towed at the owner's expense without notification on the first violation and every subsequent violation thereafter. The warning-ticket-tow policy does not apply to this violation.

### **Parking Violations**

The following are violations of the Bowdoin College Parking and Motor Vehicle Regulations and are subject to penalties as described:

- A. Unregistered vehicles.
- B. Parking in any unauthorized area (i.e., no permit, improper or incorrect permit, reserved or handicapped spaces when inapplicable, etc.).
- C. Parking at any time on lawns, fire lanes, delivery entrances, blocking dumpsters, special areas and other than designated parking areas.
- D. Failure to display decals on right rear bumper of vehicle.
- E. Failure to display visitor or vanpool permits.
- F. Unauthorized parking in areas restricted to vanpool permit holders only.
- G. Securing or using a parking permit through misrepresentation or fraud.
- H. Student vehicle parking in blue designated parking lot between 5:00 a.m. and 5:00 p.m., Monday through Friday, and student vehicle parked in the Burton-Little lot between 5:00 a.m. and 5:00 p.m. Monday through Saturday.
- I. Temporary (15-minute limit) parking without accompanying flashers, except in the two spaces in front of Moulton Union.

### **Parking Fines**

All parking violations, except misappropriation of a parking permit and handicapped parking violations, are \$25.00 for each specific violation. A vehicle may incur more than one violation per incident.

Misappropriation of parking decals will result in a \$100.00 fine and loss of parking privileges.

Unauthorized use of a parking space reserved for the handicapped will result in a \$100.00 fine, and the vehicle will be towed at the owner's expense without further notification.

### **Revocation of Student Parking Privileges**

The accrual of six or more parking tickets during an academic year will result in the revocation of parking privileges for the remainder of the school year. The vehicle may no longer be parked on campus at any time. If the vehicle is found on campus after this time, it will be towed and stored at the owner's expense. If a student has his/her parking privileges revoked, he/she cannot purchase an additional permit. Students should also understand that once privileges are revoked, no vehicles formerly registered would be able to be used on campus by any motorist.

### **Appeals**

Individuals who believe that a penalty has been improperly imposed may submit a written appeal to the Parking Appeals Committee, c/o the Campus Safety and Security Office in Rhodes Hall within fourteen days of the violation. Appeal forms may be picked up at the Campus Safety and Security Office. The Parking Appeals Committee is comprised of a faculty or administrative staff member, a support staff member, a student, and the Director of Campus Safety and Security, who serves as chair.

**Disclaimer: Bowdoin College assumes no liability for damage to vehicles while parked on campus property.**

These regulations are subject to changes as the need arises.

All persons using vehicles on the Bowdoin College campus in areas either posted or not posted, are subject to all traffic regulations as described in the Maine Motor Vehicle Law, M.R.S.A. Title 29-A.

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### **Town of Brunswick Parking Ordinances.**

#### **Overnight Parking Ban**

A person shall not park a vehicle on Park Row, east side, commencing at Bath Road and extending southerly to College Street between the hours of 1:00 A.M. and 6:00 A.M.

A person shall not park a vehicle on South Street, north side, commencing at Coffin Street and extending westerly to Maine Street between the hours of 1:00 A.M. and 6:00 A.M.

A person shall not park a vehicle on Longfellow Avenue, both sides, commencing at Harpswell Road and extending westerly to Maine Street between the hours of 1:00 A.M. and 6:00 A.M.

A person shall not park a vehicle on Maine Street, west side, commencing at Noble Street and extending southerly to Boody Street between the hours of 1:00 A.M. and 6:00 A.M.

A person shall not park a vehicle on Park Row, east side, commencing at Longfellow and extending northerly to a point one hundred thirty five (135) feet north of South Street between the hours of 1:00 A.M. and 6:00 A.M.

#### **No-Parking Area**

Boody Street, both sides, commencing at Maine Street and extending westerly four hundred ten (410) feet, Monday A.M. through Friday P.M. except holidays.

#### **Overnight Winter Parking Ban**

A Town of Brunswick ordinance prohibits overnight parking on all public streets between midnight and 7:00 a.m. from November 15<sup>th</sup> through April 15<sup>th</sup>, except for a two-hour span.

If your vehicle is towed from a town road, you should call the Brunswick Police Department at 725-6620 to find out the location of your vehicle.

For more information concerning Town of Brunswick Parking Ordinances contact the Brunswick Town Clerk's office at 725-6658