

MOTOR VEHICLE REGULATIONS

GENERAL

All students and employees who bring a motor vehicle onto campus property are expected and required to be familiar with, and abide by, the regulations outlined in this policy. Motor vehicle regulations will be strictly enforced to keep the campus safe, insure smooth operations such as deliveries and snow removal, and to maximize campus parking resources.

All Anna Maria College faculty, staff and students who choose to bring a motor vehicle onto campus must obtain a parking decal and permanently affix that decal to the vehicle in the designated location on the vehicle. Day consortium cross registration students will obtain a Cross Registration Parking Permit and display it while on campus. Visitors to campus must park in the visitor lot. All visitors are expected to abide by AMC's Motor Vehicle Regulations. Overnight visitors must obtain a Visitor Overnight Parking Pass from Paxton Police at AMC or through the Residence Life Office.

Parking on Anna Maria College property is at the vehicle owner's risk. The College is not responsible for lost or damaged property.

All motor vehicles coming onto and/or parked on College property must be in working order and have a valid registration from the appropriate state. Vehicles determined to be abandoned shall be towed from the campus at the owner's expense.

A person involved in a motor vehicle accident on campus or having damage to, or theft from, his/her vehicle while parked on campus should report the incident immediately to the Paxton Police.

There are times AMC students, faculty and staff may drive a College owned vehicle. Policies relating to the AMC Motor Vehicle Pool can be found at the bottom of this page along with forms used: <http://www.annamaria.edu/campuslife/publicsafety> .

Questions about the Motor Vehicle Regulations at Anna Maria College may be addressed to the Paxton Police Office at AMC located in Foundress Hall. The Officer on Duty may be reached 24 hours a day, 7 days a week at 508-494-9010.

PARKING DECAL

All AMC students, faculty and staff must register motor vehicles which they bring onto campus. There is no "grace" parking period. Each vehicle must have its unique decal permanently affixed to the lower corner of the driver's side of the windshield. Decals are not transferable. Faculty/staff decals do not expire. Student decals expire on the date indicated on the decal. There is no charge for a parking decal.

An "AMC student" can be any full or part time, day or evening, commuter or resident, graduate or undergraduate, who is taking or auditing a class. Consortium students who are taking a day class through cross registration should refer to the "Consortium Parking Pass" section of this policy.

Students, faculty and staff using more than one motor vehicle may obtain additional decals to accommodate multiple cars. Each car used must have a unique decal affixed to the driver's side windshield. It is expected that each person shall have on campus only one vehicle at a time.

OBTAINING A DECAL OR REPLACEMENT DECAL

Decals are obtained by completing the "Anna Maria College Parking Decal Application." This form is available electronically for faculty and staff. Students may obtain the form from the Paxton Police Office at AMC in Foundress Hall. Completed forms are presented to the Paxton Police Office at AMC. Students will be asked to show their current vehicle registration form and AMC student ID. There is no charge for a parking decal.

Resident students may also obtain the form and decal from the Residence Life Office. No decal will be issued without presentation of the vehicle registration form and AMC student ID.

OUT OF STATE VEHICLES REGISTERED AT AMC

All students registering a car on campus that does not have a Massachusetts issued license plate must complete each academic year a Commonwealth of Massachusetts Registry of Motor Vehicles “Nonresident Student Vehicle Information Form”. This form is available to download on the RMV site at <http://www.mass.gov/rmv/forms/20098.pdf>. This form is submitted by the student when he/she registers his/her car at AMC. The Paxton Police Officer will issue the Massachusetts registration decal. This is a free decal. A vehicle required to display the Massachusetts registration decal which fails to do so is subject to a fine of up to \$200 by the State.

TEMPORARY PARKING PERMIT (STUDENTS, FACULTY AND STAFF)

Students, faculty and staff having possession of a motor vehicle for a period of less than two (2) weeks may obtain a temporary parking permit from the Paxton Police Office at AMC or, if a resident student, the Residence Life staff. The student must present the vehicle registration and AMC student ID. Temporary parking permits must be displayed on the driver’s side dash board and be visible from the outside of the vehicle. Incomplete, altered, or improperly displayed temporary permits shall be invalid. Temporary parking permits are intended for the use of the AMC community member to whom the permit is issued and may not be used by guests.

CONSORTIUM PARKING PASS/CROSS REGISTRATION FOR MOTOR VEHICLES

Full time, undergraduate, cross-registered students taking a class at AMC may obtain a “Consortium Parking Pass” for parking on the AMC campus. The student completes the AMC Vehicle Registration Form and presents his/her vehicle registration, driver’s license, and class schedule stating that he/she is enrolled for a class at AMC to the Paxton Police Office at AMC in Foundress Hall. There is no charge for the Consortium Parking Pass.

PARKING VIOLATIONS

Payment of Parking Tickets

Parking tickets may be paid at the AMC Business Office located in Cardinal Cushing Hall. Parking tickets unpaid after fifteen (15) days of issuance shall have a late fee; the ticket fines will double. Checks should be made payable to “Anna Maria College” and may be mailed to: AMC Business Office, Box R, 50 Sunset Lane, Paxton, MA 01612.

Unpaid parking fines may result in delays or denial for the processing of grades, transcripts, and/or diplomas as per Business Office policy for unpaid balances.

Appealing a Parking Fine

Parking tickets may be appealed within 10 days of issuance. Appeals must be made by email to publicsafety@annamaria.edu within the deadline. All decisions by the appeal administrator are final.

Penalty for multiple offences

Students who receive multiple parking violations in a semester may be subject to disciplinary action by the College.

OVERNIGHT PARKING

Overnight parking is defined as midnight – 7 a.m. Monday – Friday and 1 – 7 a.m. Saturday and Sunday. Vehicles displaying resident student decals may park in the appropriate designated resident lots overnight. Overnight visitors shall obtain an overnight pass from Paxton Police at AMC or the Residence Life staff and shall park in the Fuller Lot (in front of the Fuller Activities Center). Faculty and staff members wishing to park overnight shall park in the Fuller Lot or in residence hall lots in “faculty/staff” designated parking spaces.

SPEED LIMIT/TRAFFIC REGULATIONS

The maximum speed on campus is 20 miles per hour. Pedestrians always have the right of way; so please be vigilant and always use extreme caution. Car surfing on hoods, roofs, or bumpers is strictly prohibited. All traffic regulations including obeying stop signs, yielding to pedestrians, observing “one way” signs, etc. are in effect on campus. Paxton Police will be seen patrolling the Campus roadways.

PARKING LOT DESIGNATIONS

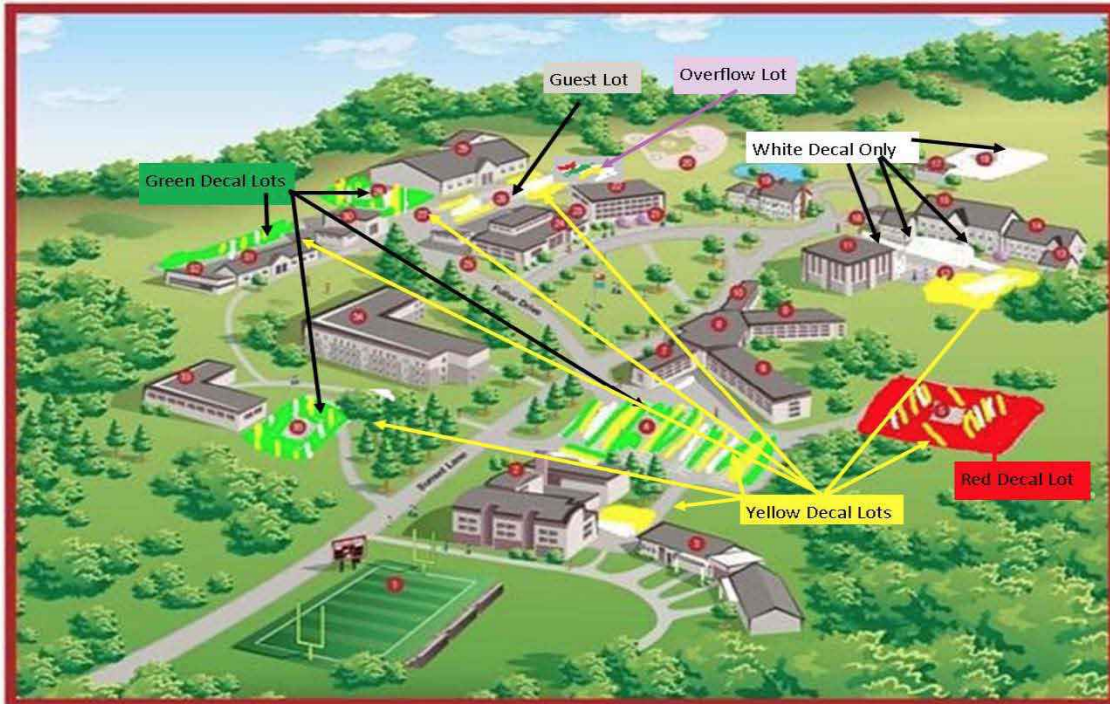
Parking lot designation may change, for instance, as parking spaces are added to the campus and in adverse weather conditions. For a current map of parking lot designations, please see the map posted at the Paxton Police Office in Foundress Hall. At the time of publication, the following designations exist:

- YELLOW decal/Commuter parking, not overnight: Fuller Lot, Gravel Lot, Campus Center Lot (not designated faculty/staff spaces against the Campus Center building), Miriam Lot, and Monday – Friday 7:00 a.m. to 7:00 p.m. any residence hall lot. For overnight parking, Yellow decal must have Overnight Pass and park in Fuller Lot.
- RED decal/Freshman Resident parking: Freshmen Lot located east of (behind) Madonna Hall. Not overnight parking only allowed in Gravel Lot.
- GREEN decal/Upperclassmen Resident parking: Madonna Lot located south of (next to) Madonna Hall, Coghlin Lot, South Hall lot, Gravel Lot (not overnight), and the Fuller Side Lot located to the south (left side) of Fuller Activities Center.
- WHITE decal/Faculty/Staff parking: 1) lots that allow only white decals: Trinity Lot, Science Lot, spaces as marked directly next to the Campus Center building, and designated spaces in Madonna Lot, South Lot and along Campus Center Drive. 2) any commuter (yellow) or resident (red or green) lot is open to white decals EXCEPT overnight. All overnight parking must be in designated spaces (see Paxton Police).



ANNA MARIA COLLEGE

Parking Lot Map



ALL Students and all Faculty/Staff who wish to park at Anna Maria College are required to register vehicles with Paxton Police. See Motor Vehicle Policy for complete policy. THERE IS NO PARKING ALONG ROADWAYS AND UNATTENDED VEHICLES SHOULD NOT BE LEFT IN FIRE LANES.

Lot Code: Yellow = Commuters (not overnight)

Red = Resident Freshmen

Green = Resident Upperclassmen

White = Faculty & Staff

Multiple Colors = mixed use lot

Overflow Lot (Gravel Lot) = any decal, no overnight parking

Commuters (Yellow Decals) & Faculty/Staff (White Decals) may park in Green and Red Resident lots Monday—Friday, 7AM—7 PM.

Guests may park in the white/yellow lot located in front of the Fuller Activities Center. Guests after 11 PM must have an overnight pass.

HANDICAPPED PARKING /TEMPORARY MEDICAL PARKING

There are marked parking spaces on campus reserved for those persons who are handicapped. Persons parking in handicapped accessible spaces must display the appropriate decal or plate issued from the Registry of Motor Vehicles or other appropriate agency. The person for whom the decal or plate is issued must be present.

Should a person wish to be considered for a temporary medical parking pass, he/she must present appropriate documentation to the Dean of Students. Temporary permits will be issued to those who qualify.

LINED PARKING SPACES

Motor vehicles must be parked within the lined parking spaces. An improperly parked motor vehicle in an adjacent space does not constitute an excuse for straddling the painted line.

NO PARKING AREAS

Parking is not permitted in the following areas:

- Walks, paths and lawn areas
- Crosswalks
- Any area not marked with parking lines or, if not paved, as a parking lot
- Areas of diagonal lines/loading zones/fire lane
- Areas where signs have been posted indicating “no parking”
- Areas that block egress or ingress of buildings
- Roadways/side of roadways on campus not specifically marked with parking spaces including Sunset Lane, South Drive, St. Anne Drive, the rotary, and the area between Socquet House and the Science Building

SNOW REMOVAL

As necessary during and/or after a snow storm, Physical Plant may require vehicles to move from designated parking areas to facilitate snow removal. Notices will be placed on the front doors of the residence halls and, as appropriate, on other campus buildings. Cooperation with these requests is expected so that parking areas may be cleared. Motor vehicles impeding snow removal efforts may be subject to ticketing with a minimum fine of \$25.