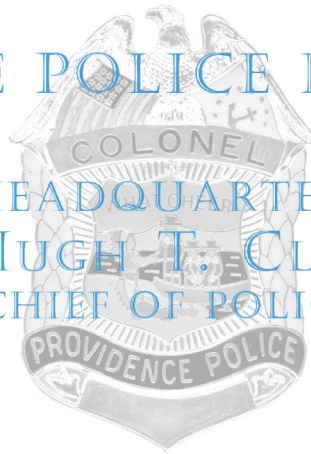


PROVIDENCE POLICE DEPARTMENT

HEADQUARTERS
COLONEL HUGH T. CLEMENTS, JR.
CHIEF OF POLICE



TYPE OF ORDER	NUMBER/SERIES	ISSUE DATE	EFFECTIVE DATE
General Order	140.04	2/1/2013	2/3/2013
SUBJECT TITLE		PREVIOUSLY ISSUED DATES	
Public Safety Complex Parking Plan		Supersedes Memorandum #21, Series 2006; Rescinds Memorandum #20, Series 2006	
REFERENCE		RE-EVALUATION DATE	
N/A		2/3/2016	
SUBJECT AREA		DISTRIBUTION	
Administration		All Personnel	

PURPOSE

This purpose of this General Order is to provide guidelines for all Police Department personnel regarding parking in and around the Providence Public Safety Complex and its associated parking garage located at 349 West Fountain St.

POLICY

It is the policy of the Providence Police Department to provide parking regulations which afford to its members the convenience of on-site parking while also promoting personal safety, building security, and ensuring the unimpeded operational effectiveness of the Department.

DISCUSSION

For the purpose of this General Order, the following definitions shall apply:

The Circle: The circular driveway which permits accessibility to the Providence Public Safety Complex from Dean St.

The Rear Parking Lot: The parking lot which permits accessibility to the Providence Public Safety Complex from Dean St.

The Parking Garage: The building structure erected for the purpose of providing multi-level vehicle parking, located at the north corner of West Fountain St. and Dean St.

Green Area: Any place within the curtilage of the Public Safety Complex upon which rooted vegetation is present.

For visual representations of the areas referenced in this policy, refer to Diagram "A" on Page #6 and the aerial photograph on Page #7 of this policy.

PROCEDURE

I. THE PARKING GARAGE

A. GENERAL RESTRICTIONS

1. Department vehicles may only utilize those parking spaces that are located above the fourth floor security gate.
2. All vehicles must only be parked within the boundaries of one marked parking space. Parking a vehicle in such a way so as to encroach upon or prevent access to another parking space or spaces is prohibited.
 - a. Vehicles may not be parked anywhere within the parking garage where signage and/or markings indicates that parking is not permitted.
3. Employees may park only one personal vehicle within the parking garage at any one time.
 - a. The parking garage may not be utilized for the long-term storage of personal vehicles without the consent of the parking garage manager.
4. Only vehicles displaying a valid handicapped parking permit or placard may be parked within the designated handicapped parking spaces located on the first floor. All applicable statutory restrictions regarding handicapped parking shall apply.
 - a. The four (4) parking spaces located directly across from these handicapped parking spaces are reserved for the exclusive use of the Providence Fire Department.

B. DESIGNATED MOTORCYCLE PARKING SPACES

1. City of Providence municipal employees who work within the Public Safety Complex and who elect to ride a motorcycle to and from work

may utilize any parking spaces that would otherwise be available to personal vehicles.

2. Between April 1st and November 30th of each year, only those City of Providence municipal employees who work within the Public Safety Complex and who elect to ride a motorcycle to and from work may utilize those parking spaces that have been designated as motorcycle parking spaces and that have been clearly marked for this purpose with the appropriate signage.

II. PUBLIC SAFETY COMPLEX PARKING

A. THE REAR PARKING LOT

1. Only Providence Police officers on official police business at the Public Safety Complex may park their marked or unmarked police vehicles within the rear parking lot.
 - a. Unmarked police vehicles may not be parked in the rear parking lot between the hours of 0630 – 0730 and 1430 – 1530. This provision does not apply to:
 - i. Unmarked police vehicles which are being personally utilized by the shift OIC's of the Patrol, Traffic, Detective, and Youth Services Bureaus, during those times when said OIC's are on duty.
 - ii. The BCI van, when parked in parking space #45, which is designated for its exclusive use (see Diagram "A").
 - iii. Authorized vehicles occupying parking spaces reserved for the Weapons Bureau.
2. Only one marked parking space is to be used per police vehicle at any one time. Parking a vehicle in such a way so as to encroach upon or prevent access to another parking space or spaces is prohibited.
 - a. Police vehicles may only occupy the fifty-one (51) marked parking spaces designated for this purpose (see Diagram "A").
 - b. If no marked parking spaces are available, then the vehicle may not be parked in the rear parking lot.
 - c. Only the BCI van may utilize parking space #45. Parking space #44 is also designated for exclusive use by BCI.

- d. The Traffic Bureau is granted exclusive use of parking space #46.
 - e. Parking spaces #50 and #51 are designated for the exclusive use of the Weapons Bureau.
- 3. At no time shall any vehicle be parked so as to block access to the dumpster.
 - 4. Personal vehicles, including but not limited to cars, trucks, motorcycles, motor scooters, or the like, may not be parked anywhere within the boundaries of the rear parking lot or within or upon areas accessible from it, including but not limited to any and all paved surfaces, medians, egresses, ramps, sidewalks, walkways, stairways, and green areas.

B. THE CIRCLE

- 1. No personal, Department, or other vehicles, including but not limited to motorcycles, motor scooters, or the like, may be parked anywhere within the boundaries of the circle or within or upon areas accessible from it, including but not limited to any and all paved surfaces, medians, egresses, ramps, sidewalks, walkways, stairways, and green areas.
 - a. Department motorcycles may be parked on that portion of the sidewalk located adjacent to the circle and abutting the rear of the Providence Fire Department Headquarters, as long as the egress of pedestrians and handicapped persons remains unobstructed.
- 2. Only vehicles displaying a valid handicapped parking permit or placard may be parked within the designated handicapped parking spaces located within the circle. All applicable statutory restrictions regarding handicapped parking shall apply.
 - a. Vehicles may not be parked in the hash-marked safety zones located between handicapped parking spaces.

III. MISCELLANEOUS PARKING ALLOWANCES AND RESTRICTIONS

- A. Vehicles may be parked on the street wherever it is lawful to do so while obeying all posted restrictions and applicable statutes.
 - 1. Personal vehicles may not be parked on either side of that portion of West Fountain St. which spans from Dean St. to Cargill St.

2. City of Providence vehicles, including Department vehicles, may be parked along the south curb of that portion of West Fountain St. which spans from Dean St. to Cargill St. where signage allowing the parking of City vehicles is present.
- B. Vehicles may be parked within any other public or private parking lot only when permission has been received from the parking lot owner, manager, or on-duty attendant.
 - C. Only Department vehicles specifically authorized by the Chief of Police or the Commissioner of Public Safety may be parked within the following areas:
 1. The boundaries of Bowditch Place, which is the alley located at the north exit of the parking garage (see the aerial photograph).
 2. The fenced-in area located on the west side of the parking garage.

No other personal, City, or Department vehicles are to be parked within these areas.

IV. ADMINISTRATIVE RIGHTS

- A. Vendors, guests, and outside agency vehicles may be granted temporary access to any parking areas covered by this policy, subject to the approval of the Chief of Police and/or the Commissioner of Public Safety.
- B. The Chief of Police and/or the Commissioner of Public Safety, or their designees, respectively, may promulgate additional temporary or permanent parking allowances or restrictions as deemed necessary.

V. RESPONSIBILITY

- A. Vehicles parked in violation of this policy may be towed or ticketed at the owner's or operator's expense.

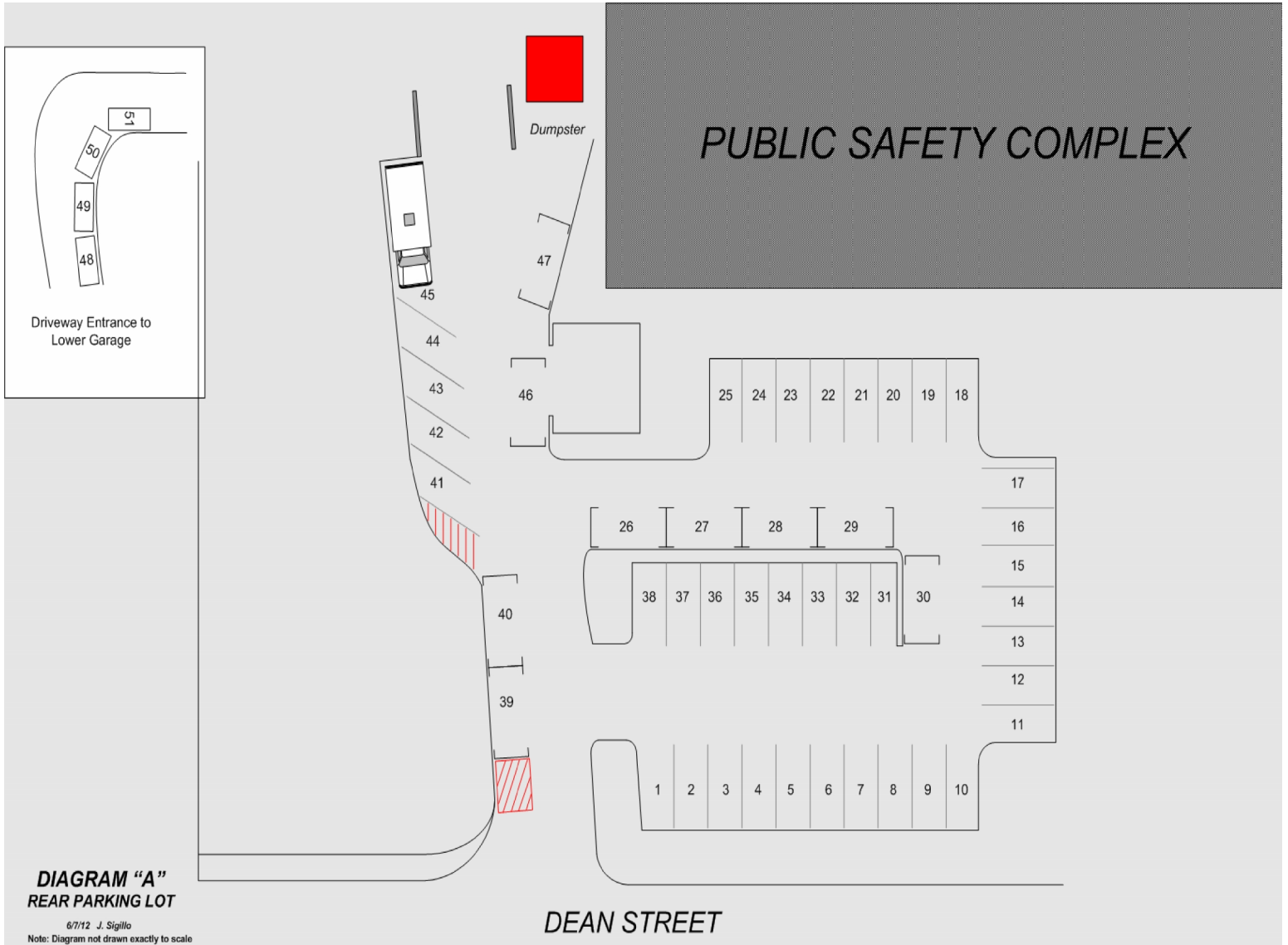


DIAGRAM "A"



AERIAL PHOTOGRAPH

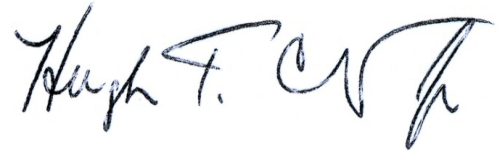
NOTE: This order is for internal use only, and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third-party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department, and then only in a non-judicial administrative setting.

APPROVED:



STEVEN M. PARÉ
COMMISSIONER
DEPARTMENT OF PUBLIC SAFETY

APPROVED:



HUGH T. CLEMENTS, JR.
COLONEL
CHIEF OF POLICE