

LICENSING PROCEDURE AND REGULATIONS

FOR COMMERCIAL PARKING

1. These regulations shall apply to all parking lots within the boundaries of the Town of Foxborough. For purposes of these regulations a parking lot shall be defined as any space paved or unpaved which is used at any time for the business of conducting or maintaining the parking of vehicles in excess of 10 cars.
2. Each licensed lot must maintain a live exit available to every vehicle parked on the lot, no vehicle to be blocked in for any reason. Any vehicle on the premises of the licensee that is towed shall be towed at the expense of the licensee.
3. All parking lots, utilized for Stadium events, shall not open prior to three hours before event time unless authorized by the Police Chief. All parking lots shall close within three hours after a licensed event, unless otherwise directed by the Chief of Police. The foregoing provision shall not apply to lots being used for other non Stadium event purposes.
4. An attendant shall be on duty on the day of the event no later than three hours prior to the event, during the event, and until no earlier than one hour after the event.

The parking lot attendant shall have in his/her possession, a copy of the Parking Lot Rules & Regulations during all hours when the parking lot is opened for business in accordance with the Commercial Parking Lot Rules as set forth by the Board of Selectmen.

5. The Police Chief, at his discretion, may require a Police Officer to be on duty at a parking lot, said officer to be paid by the licensee through the Town of Foxborough. The hours of duty will be set by the Chief of Police.
6. A minimum of two Police Officers shall be assigned to the bus parking area to assist in implementation and enforcement of rules adopted and to enforce laws to detain or prohibit intoxicated fans from attending an event.
7. All licensed lots that have a capacity of up to 500 cars shall have on the premises at all times of operation at least one (1) 10 lb. ABC fire extinguisher. All such lots where more than 500 cars are parked shall be required to have two (2) fire extinguishers (10 lb. ABC) on the premises at all times of operation. First Aid kits, approved by the Fire Chief, shall also be on the premises of all licensed lots at all times.
9. Licensed Commercial Parking Lots shall be equipped with minimum portable toilet facilities based upon the number of licensed parking spaces. The Board of Health pursuant to their authority under M.G.L. 111, Section 31 and regulations adopted on May 22, 1996 shall determine where the portable toilets are to be placed in parking facilities (lots).

There shall be one (1) portable toilet per 150 parking spaces.

9. Backing onto a street or road shall be strictly prohibited.
10. Licensing fees paid to the Town of Foxborough shall be set at the rate of \$6.00 per parking space per annum, to be paid by July 1st of each year. Licensing fees shall be reviewed annually.
11. Application for license may be made by letter to the Board of Selectmen by May 1st in order to allow for a 60 day review period. Licenses will be effective from July 1 to June 30. All requirements that have been set forth must have been met including the payment of the license fee. Also a plan by a Registered Surveyor or Professional Engineer must be submitted with each application showing the number of spaces available for a parking fee and the layout of the same.
12. The Board of Selectmen has adopted a policy to not license commercial parking lots for Stadium events north of North Street and south of Route 140 due to public safety and public convenience issues.
13. The Board of Selectmen may issue a license under such terms and conditions as they deem appropriate which will protect the public convenience or welfare including any condition which will promote the orderly access and egress of vehicles from a commercial parking lot to the public way or which will reduce hazards to pedestrians within the parking lot or upon the public way.
14. Before granting a commercial parking lot license, the Board of Selectmen shall find the following:
 - a. There exists a public demand for the commercial parking lot.
 - b. The commercial parking lot is necessary to protect the public convenience or welfare.
 - c. A commercial parking lot which will be utilized for Stadium events is necessary to assure an adequate number of parking spaces for Stadium events.
15. A schedule of parking fees that is charged at each parking lot is to be submitted to the Board of Selectmen by July 1st of each year.
16. Any person or licensee who violates any provision of these regulations shall be subject to criminal prosecution and/or shall be punished by a fine of not more than \$100.00 per violation, per day. The second day of any such violation shall constitute a separate offence any may result in the revocation of license as provided below. Without limitation of other enforcement procedures available to the Town, the provisions of these regulations may also be enforced pursuant to M.G. L. c. 40, § 21D and Article 8, Section 5 of the Revised General By-laws of the Town of Foxborough, as well as pursuant to G.L. c. 148, § 56.

It shall be considered a violation of these regulations for:

- a.) Any licensee to park vehicles a in parking lot in excess of ten vehicles without a license issued by the Board of Selectmen. Each day or portion thereof, during which the violation continues shall constitute a separate offense and each vehicle parked in excess of ten vehicles shall constitute a separate offense.
- b.) Any person to operate a parking lot in excess of ten vehicles without a license issued by the Board of Selectmen. Each day or portion thereof, during which the violation continues shall constitute a separate offense and each vehicle parked in excess of ten vehicles shall constitute a separate offense.

Upon notice to the Board of Selectmen that a second violation of any provisions of these regulation has occurred during the annual term of any license, the Board shall so notify the licensee in question and shall upon seven (7) days notice conduct a public hearing to determine whether to revoke the license of said licensee. The Board may following such public hearing in addition to the other remedies provided herein and by law, order the revocation of any license issued pursuant to these regulations and/or G.L. c148, § 56.

In enforcing these regulations the Board of Selectmen shall be acting pursuant to its general licensing authority under Article 2 Section 2 of the Revised General By-laws of the Town of Foxborough, and/or its authority under the General Laws including Chapter 40, § 56 and any other applicable statute, by-law or regulation.

- 17. All parking facilities must be cleaned and refuse removed within forty-eight (48) hours after any event at the Stadium. A performance guarantee, either a certified check or bank check, made payable to the Town of Foxborough, according to the following scale, must be paid at the time of application for the license:

15	to	150	spaces	-	\$100.00
151	to	500	spaces	-	\$250.00
501	and	over		-	\$500.00

- 18. "NO OPEN FIRES ALLOWED" shall be indicated on signs with two inch letters. The number of signs and the locations to be determined by the Fire Chief.
- 19. Rubbish barrels or receptacles shall be placed at various convenient locations in each parking facility.
- 20. All licensed parking lots will have hanging at its entrance a sign measuring 2' X 2' (white background with black numerals) displaying the number assigned by the Fire Chief. Signs must be up three (3) hours before the event, during the event and three (3) hours after the event.

21. All Commercial Parking lot operators shall notify the Police Chief at least one week in advance of any scheduled Foxboro Stadium event whether or not their parking lot will be open for parking. In case of public safety situations, the Police Chief at his discretion, may open/close parking lots without liability or cost to the Town.
22. All vehicles shall be parked in accordance with parking lot plans on file with the Town of Foxborough.
23. These regulations may be enforced by the Chief of the Fire Department and/or his designee, the Chief of the Police Department and or/or his designee, the Foxborough Building Commissioner, and/or the Board of Selectmen.

(General Laws, Chapter 148, Section 56, originally adopted by vote under Article 20 of the Warrant for the 1972 Annual Town Meeting)

Amended - May 17, 1994

Amended - May 22, 1996

Amended – June 3, 2003

Amended # 17 on April 12, 2005