

# Parking

## Motor Vehicle Regulations

2008-2009

Lack of space makes it impossible to accommodate everyone who would like to park a vehicle at MIT and makes it imperative that specific regulations be established and strictly enforced. Parking and traffic enforcement and supervision is carried out by the Campus Police Department and the Parking and Transportation Office, while policy and the establishing of framework for administering a transportation and parking system for MIT is the responsibility of the Transportation and Parking Committee.

These regulations apply to all members of the MIT community and were established in order to reduce traffic congestion on campus while providing students, faculty and staff with reasonable access to buildings in which they carry out their major institute functions.

Please remember that the use of the Institute's roads and parking facilities is a privilege and not a right.

### A. Motor Vehicle Registration (for MIT students)

All students who park any motor vehicle on MIT property are required to purchase a parking permit each academic year from the Parking Office. A \$50.00 fine will be levied against any student whose car or motorcycle is not so registered.

Further, Massachusetts law requires students to register with the Commonwealth of Massachusetts all out-of-state motor vehicles. This registration must be accomplished if the motor vehicle will be in Massachusetts 30 days or more in a year. This registration expires at the end of each academic year, so vehicles must be registered each September. Massachusetts levies a \$50.00 fine against non-registered, out-of-state student vehicles.

### B. Parking Permits

An MIT parking permit is required for any vehicle on MIT property between the hours of 7:30 am and 5:00 pm Monday through Friday. On weekends, after hours (between 5:00 pm and 7:30 am), and MIT **employee** holidays, MIT affiliated people may park their vehicles in non gated lots without a permit. Residential areas are off limit, 7/24.

**Employees** should apply to the **parking coordinator** in their department for a parking permit. Full or part-time employees at the Institute whose vehicles are registered out-of-state, after 30 days in the aggregate, should check their legal status to assure compliance with the **state and local regulations**.

**Students** should apply for a parking permit on-line at <http://commuting.mit.edu>. An MIT certificate is required to access the on-line enrollment web site.

**Commuting students** pick up permits at the Parking and Transportation office at W20-022.

During the month of September, **student residents** will receive their parking permits from their Graduate, Undergraduate or FSILG Parking Coordinator.

- Graduate Housing Office, E19-429 (3-1548)
- Undergraduate Housing Office, E19-429 (3-2811)
- FSILG Office, W20-549 (3-7546)

During the months of October through August, **student residents** pick up permits at the Parking and Transportation office at W20-022.

**Medical:** Persons requiring special parking arrangements for reasons of health or physical disability should contact the MIT Medical Department at E23-171.

### Motorcycles, Motorized, Scooters & Mopeds:

There is a \$120.00 annual fee for motorcycle parking on MIT Property. If used as a second vehicle, the annual fee is \$30.00. Motorcycles may only be parked in designated areas and required an MIT motorcycle permit.

**Car Pools:** One car pool hang tag is provided to each car pool. The hang tag must be displayed along with a valid car pool parking permit when a car pool vehicle is parked on campus. The use of a hang tag with a parking permit is meant to insure that only one vehicle of a car pool is parked on MIT property at any time.

**Occasional Parking Permits:** Those with Occasional Parking Permits are required to park in gated facilities within their parking zone.

The issuance of an MIT Parking Permit does not guarantee that at any given day a parking space will be available for the permit holder at the assigned lot. On occasion, direction to an alternate location (if available) may be necessary.

MIT and its employees are **not** responsible for fire, theft or damage to any vehicle or its contents while parked on Institute property. **All parking is at the owner's risk.**

### C. Permit Parking Sticker Placement

**Parking permit stickers** on receipt, must be permanently affixed to the **inside** upper back corner of the driver's side window or the **inside** upper front corner of the driver side passenger window. On vehicles with tinted windows the parking permit should be affixed to the lower front driver's side windshield.

**Temporary permits** should be affixed to the **inside** front or rear driver's side window. Permits not properly displayed **will not** be considered **valid**.

Parking Permits and Temporary Permits must be removed on the expiration date or when a car is sold or otherwise disposed of.

**Replacement permit stickers** for new vehicles may be obtained from the Parking and Transportation Office upon receipt of the previous permit sticker (or its pieces). A \$10.00 **fee** is charged for replacement permits when the old sticker is returned, otherwise the fee is \$30.00. There is no fee when request is submitted with a stolen vehicle police report.

**Additional Stickers** are available for those who own more than one vehicle. The fee is \$30.00 per sticker per year. Only one of these vehicles is allowed on campus at a given time, including car pools.

### D. Enforcement Procedures

Any vehicle with or without a parking permit, found parked at any time in a location which endangers life or property or hampers the movement of emergency vehicles or other traffic flow (such as fire lanes) **will be towed at the owner's expense**.

Any vehicle with or without a parking permit, found parked to impede the movement of delivery trucks, or parked on the sidewalk or blocking a trash compactor or dumpster, **will be towed at the owner's expense**.

Any area marked **no parking, loading zone, reserved**, etc., is **enforced** as such **24 hours a day** unless otherwise stated.

Parking is allowed only in marked car stalls designated by painted lines.

The **speed limit** on campus is **15 miles per hour**.

Institute parking areas are continuously monitored and vehicles parked improperly or without a parking permit will be **ticketed and/or towed at the owner's expense**.

The storage or **“dead storage”** of any motor vehicle is **prohibited**, (unless permission is granted by the Parking and Transportation Office). Any vehicle parked without being moved for more than four consecutive days will be considered **“stored”** and may be subjected to **towing at the owner's expense**.

Any vehicle without license plates parked at any time on MIT property without permission **will be towed at the owner's expense**.

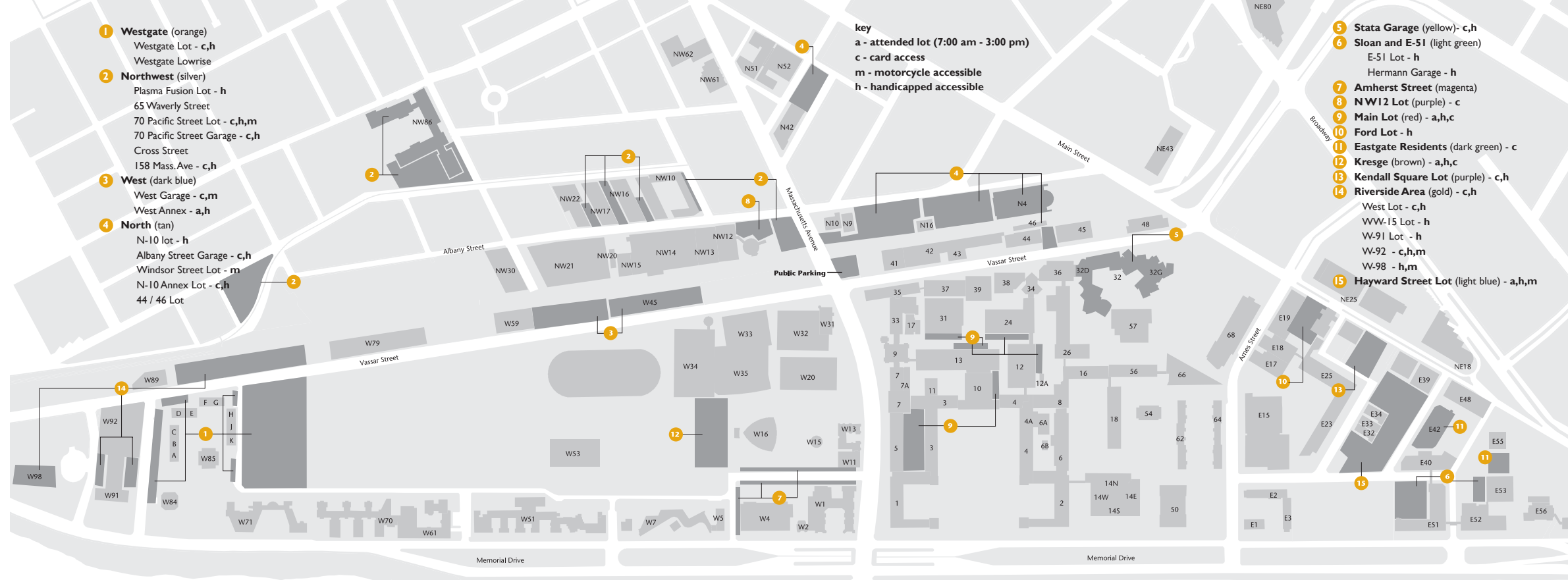
Vehicles unclaimed for 30 days may be disposed of **at the expense of the owner**.

**Penalties for Traffic Violations Are as Follows:**

- \$20.00** Parking Over Time Limit for Zone
- \$20.00** No Permit for this Area
- \$20.00** Parking in Area Not Marked for Parking
- \$30.00** Blocking Roadway, Driveway Entrance, or Crosswalk
- \$30.00** Parking in a No Parking Zone
- \$30.00** Parking or Driving on Sidewalk or Lawn
- \$40.00** Blocking Fire Lane or Hydrant
- \$40.00** Parking in Reserved Space
- \$50.00** Blocking Loading Zone or Dumpster
- \$50.00** Parking in Area Reserved for Handicapped
- \$50.00** Blocking Wheelchair Ramp
- \$50.00** Driving to Endanger
- \$50.00** Speeding

**Violation Appeals Committee**

No member of the Parking & Transportation Office has the authority to cancel or void an MIT Parking Violation. Violations that may have been issued in error can be appealed (in writing) to the Appeals Committee. This Committee is comprised of staff from Campus Police, the Dean's Office, the Personnel Office, the Parking & Transportation Office and a student representative. Appeal forms are available on the Parking & Transportation Office web site ([web.mit.edu/facilities/transportation/](http://web.mit.edu/facilities/transportation/)), or the appeal may be in the form of a letter or email addressed to the Appeals Committee, c/o the Parking & Transportation Office ([mitparking@mit.edu](mailto:mitparking@mit.edu)).



**Failure to return tickets or non-payment of fines may result in towing and/or loss of parking privileges. Appeals of violations must be made in writing within 30 days of the violation to the Parking and Transportation Office, W20-022. Any vehicle with four or more unpaid tickets will be placed on the tow list and towed if found illegally parked on MIT property.**

Unauthorized transfer, use, tampering or duplication of an MIT Parking Permit will result in the loss of all parking privileges, plus a \$50.00 fine. If a vehicle is driven by another party, the responsibility for traffic and parking violations, including payment of fines, **remains with the faculty, staff, or student member who registered the vehicle with the Parking and Transportation Office**, or to whom the parking permit was assigned. Parking privileges at MIT will not be granted or renewed for any person owing fines for an MIT traffic violation.

**E. MIT Card**

Students, employees and affiliates who have valid MIT parking permits to a facility with a security gate **must** have an MIT Card to access that facility.

MIT Cards (Student, Affiliate and Parking Employee) may be obtained from the MIT Card Office, W20-022, ext. 3-3475, between the hours of 8:30 a.m. and 4:30 p.m. Students or employees with valid parking permits in a lot with a parking security gate, who need access for their spouses, need to obtain an additional parker authorization form (Parking & Transportation Office, W20-022) and an appropriate MIT Card from the MIT Card Office.

**F. Snow Emergencies and Street Cleaning**

When heavy snowfall occurs in the Boston area, cities may declare **“snow emergencies.”** Any Cambridge snow emergency will be announced over most local radio and TV stations and parking will be prohibited on designated emergency arteries. Permanent street signs indicate the existence of an emergency artery; many streets in the MIT area fall into this category. Information concerning snow emergency declarations and alternate parking locations may be obtained by calling the Campus Police Office 253-SNOW or Physical Plant 253-1500.

**Any vehicle parked off-hours in a permit-required location, especially during a snow emergency, may be subject to towing at the owner's expense.**

The city of Cambridge periodically cleans the streets in the MIT area. Signs are posted on each street with the days of scheduled cleaning. Any car parked in the way of street cleaning apparatus is automatically **towed by the City of Cambridge, at the owner's expense**.

**If you have any questions or problems concerning these traffic regulations, please contact the:**

**Department of Facilities  
Parking and Transportation Office  
at Building W20-022  
or call extension 8-6510  
[mitparking@mit.edu](mailto:mitparking@mit.edu)  
<http://web.mit.edu/facilities/transportation/>**