College Walk Parking Policy

Effective Date: April 2011

Policy Statement
Parking or standing of vehicles on College Walk is strictly limited. The College Walk parking policy sets forth the guidelines for obtaining exemptions for standing or parking of vehicles on College Walk (116th Street between Broadway and Amsterdam Avenue).

Reason for the Policy
College Walk is closed to non-University vehicular through-traffic and is the main pedestrian walkway of the Morningside Campus. Restrictions on parking or standing of vehicles on the Walk maximizes its use for the benefit of the University.

Primary Guidance to Which This Policy Responds
There is not a primary policy to which this policy responds. It relates to the University’s Parking Policy at the Morningside Heights Campus, which is found on the Administrative Policy WebSite and to all policies on events and outdoor space use that are administered by the Office of Student Services, University Programs and Events and Columbia University Facilities (CUF) Events Management.

Responsible University Office & Officer
Columbia University Facilities is responsible for establishing this policy. The Department of Public Safety is responsible for administering the policy. The primary contact for exemptions and policy issues is the Public Safety Director of Morningside Campus Operations.

Who is Governed by This Policy
All faculty, staff, affiliates, students, and visitors of and to the University.

Who Should Know This Policy
All faculty, staff, affiliates, students, and visitors of and to the University.

Exclusions & Special Situations
The policy addresses exclusions and special situations.

Policy Text
College Walk is the main pedestrian walkway of the Morningside Campus and is closed to vehicular through-traffic. Vehicular access to College Walk is controlled by the Department of Public Safety at all times.

Parking or standing of vehicles on College Walk is strictly limited with the following exceptions:

- Department of Public Safety Patrol vehicles
• Columbia University Emergency Medical Service (CAVA) vehicles
• Columbia University (CUF) authorized maintenance or delivery vehicles
• Vehicles receiving special temporary or event based exemptions that are granted by Public Safety’s Director of Morningside Campus Area Operations.

Special exemptions for parking or standing will be granted only for those occasions that are related to University events, non-recurring and of short duration. All special parking exemptions are limited to no more than one (1) day. If parking is required beyond one (1) day then the Parking Office should be contacted to request longer-term parking in a University parking facility if possible.

Parking for speakers or attendees of University-related events or seminars and for visitors may be arranged in one of the University’s parking facilities by contacting CUF’s Residential Finance and Parking Office. Approval of requests is subject to availability and the event sponsor will be charged for use of the facilities. Details on securing parking for speakers, guests or visitors can be found on the CUF WebSite http://facilities.columbia.edu/ and in the University’s Policy on Parking on the Morningside Campus.

When parking or standing of vehicles is required for loading/unloading of University-related events materials on College Walk, the event organizers may request an exemption by sending the request via email to of the Public Safety Director of Morningside Campus Operations. Email correspondence should include the date and time that the vehicle will arrive at College Walk, what is being loaded/unloaded, a description of the vehicle, and name of the vehicle’s company.

Responsibilities
The Department of Public Safety is responsible for controlling vehicular access to College Walk and granting exemptions for parking, standing and loading/unloading on College Walk. The University Parking Committee is responsible for establishing the University’s parking policy for the Morningside Heights campus.

The Public Safety Director, Morningside Operations, is the Responsible Officer responsible for implementing the parking policy.

Definitions
No special terms are used in the policy.
Contacts

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<tr>
<th>Subject</th>
<th>Contact</th>
<th>Phone</th>
<th>Email</th>
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<tbody>
<tr>
<td>Exemptions</td>
<td>Jose Rosado, Director of Morningside Campus Operations, Department of Public Safety</td>
<td>212-854-0468</td>
<td><a href="mailto:jr2343@columbia.edu">jr2343@columbia.edu</a></td>
</tr>
<tr>
<td>Event / Non-Exempt Parking</td>
<td>John Hogan, Executive Director, Residential Finance &amp; Parking</td>
<td>212-854-9455</td>
<td><a href="mailto:jph4@columbia.edu">jph4@columbia.edu</a></td>
</tr>
<tr>
<td></td>
<td>Susana Toribio, Manager, Parking</td>
<td>212-854-9456</td>
<td><a href="mailto:st16@columbia.edu">st16@columbia.edu</a></td>
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Cross References to Related Policies or University WebSites

Policy on Parking on the Morningside Campus.
Visiting Columbia
Student Affairs Event Planning Support

Web Address for Policy
http://policylibrary.columbia.edu/college-walk-parking-policy

The location of parking facilities at the Morningside campus and other related parking information may be found on the Facilities Web Site.

If any URL in this PDF document does not open into a webpage, please copy and paste the URL into another web browser window. You may also choose to save the PDF to your computer and open it with the most recent version of Adobe Acrobat: http://get.adobe.com/reader/. For further assistance, please call the CUIT Service Desk at 212-854-1919.