

Summary of Proposed Changes to BCLD Parking Lot Policy

The proposed update modernizes the District’s Parking Lot Policy, clarifies enforcement authority, improves accessibility language, and aligns the policy more closely with public library, Oregon public body, and special district risk-management practices.

Key changes

1. Expanded the policy scope

The current policy focuses mainly on parking-lot use. The revised version clarifies that the policy applies to all District-controlled parking areas and exterior grounds, including parking lots, driveways, sidewalks, landscaped areas, access lanes, entrances, curb ramps, and related outdoor areas.

2. Updated accessibility language

The revised policy replaces outdated terminology such as “handicapped spaces” with current language: “accessible parking spaces and access aisles.” It also clarifies that accessible spaces and access aisles may only be used as authorized by law and posted signage.

3. Clarified parking priorities

The revised version keeps the existing priority for library patrons, staff, library programs, Friends of the Library activities, and approved community uses, but presents those priorities in a clearer format.

4. Added general parking rules

The updated policy adds practical rules for safe and orderly parking, including requirements to park within marked spaces, avoid blocking entrances or emergency access, follow posted signs, observe reserved-space restrictions, and avoid unsafe driving.

5. Strengthened overnight parking language

The current policy prohibits overnight parking except by permission and allows one hour of short-term parking between 11:00 p.m. and 6:00 a.m. The revised policy keeps that structure but clarifies when overnight or unattended vehicles may be considered unauthorized.

6. Expanded prohibited uses

The revised policy provides a more complete list of prohibited activities, including unsafe wheeled-device use, commercial sales or solicitation, camping or lodging, vehicle storage, dumping, unauthorized amplified sound, open flames, alcohol, unlawful controlled-substance use, marijuana use in public areas, and smoking or vaping where prohibited.

7. Improved special-event language

The current policy allows special nonprofit, educational, civic, cultural, governmental, or community use with Director negotiation and Board approval. The revised policy keeps this concept but adds clearer approval procedures and allows the District to require conditions such as insurance, cleanup, traffic control, accessibility protection, emergency access, security, permits, and cost recovery.

8. Added viewpoint-neutrality language

The revised policy states that permission to use District parking areas or grounds does not constitute District endorsement of any person, organization, viewpoint, product, service, or activity. It also says the policy should be applied in a reasonable, content-neutral, and viewpoint-neutral manner.

9. Clarified towing and enforcement

The current policy allows towing at the owner's expense. The revised version adds a more detailed enforcement framework, including warnings, law-enforcement involvement, exclusion from District property, documentation, staff authority, and a distinction between notice-based towing and immediate towing for safety or access hazards.

10. Revised liability language

The current policy states that the Library assumes no responsibility "under any condition" for damage, theft, or personal injury. The revised version uses a more legally cautious formulation: the District is not responsible for loss, theft, or damage except as provided by law.

11. Added administration and review provisions

The revised policy identifies the Library Director as responsible for administration and allows procedures, signage, forms, and staff guidance to be developed. It also recommends review at least every three years, or sooner if needed because of legal, operational, insurance, or Board considerations.