

Town of Durham

Depot Road Parking Lot Regulations

I. Purpose

The Depot Road Parking Lot regulations shall govern the sale and use of permits authorizing parking in the Depot Road municipal parking lot. These regulations are administered by the Durham Police with approval of the Town Administrator.

II. Definitions

Depot Road Parking Lot: The parking lot owned and regulated by the Town of Durham, New Hampshire and located on Depot Road adjacent to the Amtrak Railroad Station.

Hours of Operation: Seven days a week, twenty-four hours a day

Vehicle Towing: Any vehicle illegally parked in the Depot Road parking lot shall be issued a parking violation **and** then towed by authorization of a Durham Police Department employee. The Town of Durham is not responsible for damage done to vehicles towed as a result of being illegally parked.

Durham Resident: Must present a New Hampshire vehicle registration demonstrating that the vehicle is registered in Durham, NH.

Semester: As determined on an annual basis but generally late August through December 31st and January 1st through May 31st.

III. Procedures

Applications are accepted by any person who desires to park in the Depot Road parking lot. All parking permits are sold on a first come/first served basis. Permit applications can be found online: www.ci.durham.nh.us/parking/parking-depot-road and may be submitted either in person or via email. Generally, applications will be accepted May 1st. If May 1st falls on a weekend day, the applications will be accepted the first Monday in May.

The cost for Depot Road Permits for the 2024 – 2025 academic school year are as follows:

Non-resident

Academic Year	\$800.00
1 st or 2 nd Semester	\$450.00
Summer	\$150.00

Resident

Academic Year	\$300.00
1 st or 2 nd Semester	\$200.00
Summer	FREE

IV. Pay and Display

A kiosk capable of dispensing a “pay and display” ticket for \$1.50 per hour or \$18.00 per day for 5 days, is located at the entrance of the Depot Road Parking lot.

V. General Information

1. One hundred forty-six (146) permits will be sold.
2. Permits will be issued to passenger vehicles **ONLY**. Commercial vehicles such as RV’s, tractor trailers, etc. are prohibited from parking in the Depot Road Parking lot.
3. All academic year permits will be valid from **late August through May 31st** and color coded by year.
4. 1st semester permits will be valid from **late August through December 31st**. 2nd semester permits will be valid from **January 1st through May 31st** and will be color coded by year.
5. All permits will be sold at the Durham Police Department on a first come, first served basis. **ONLY** cash or a valid check will be accepted as payment, debit/credit cards are not accepted.
6. All permit holders are required to complete a Depot Road Parking Permit System application including the year, make and registration of the vehicle/s using the parking lot as well as demographic data about the applicant and the applicant’s home and/or local address, email, and all telephone contact numbers.
7. Permits are transferable to other vehicles owned by the permit holder.

8. Permit holders may not sell or transfer permits to any other person or entity. Violation of this will result in the permit being confiscated with no refund issued.
9. Permits must be prominently hung from the rearview mirror to allow immediate viewing from outside the vehicle. If the permit is not visible, the vehicle is in violation and subject to towing.
10. So that verification of a valid parking permit can be accomplished efficiently and quickly, all vehicles shall be backed into parking spaces.
11. A permit to park in this lot does not exempt the permit-holder from any Town of Durham or University of New Hampshire parking regulations.
12. Lost, misplaced or stolen permits shall be reported to the Durham Police Department immediately. Replacement cost is \$50.00.
13. **Snow Removal:** Periodically throughout the winter season, snow removal may need to take place that will require all permit holders to remove their vehicles from the lot. When such action is necessary, permit holders will be notified by email. The email will contain instructions including where permit holders can park their vehicle. Vehicles remaining in the parking lot during this period will be towed at the owners' expense. Specific dates for snow removal will be determined per incident. **Removal of their vehicle is the sole responsibility of the permit holder and no reimbursements for towing charges will be granted.**
14. While the Town of Durham will make every effort to send a courtesy email to the address the permit holder has provided advising of snow removal dates and time, removal of their vehicle is the sole responsibility of the permit holder and no reimbursements for towing charges will be granted.
15. The Town of Durham may revoke or suspend a parking permit or refuse to issue a parking permit without prior notice. Parking permits may be revoked, suspended denied, or not renewed for nonpayment to the Town of Durham of parking fines, multiple violations, or by obtaining a permit by false information or selling or lending permits to others. There will be no rebates or refunds for parking permits revoked or not used.