PARKING LOT LICENSE
WHEN A FEE IS CHARGED

Requirements to Obtain a Parking Lot License

1. Applicant must procure all necessary permits, variances and approvals, including site plan approval which may be required under the Zoning By-Laws.(5-B-4-w) (Applicant is referred to the Building Inspector's Office).

2. Completed license application, Tax Affidavit, Worker's Compensation Insurance Affidavit, and a copy of the Worker's Compensation Policy.

3. License fee in the amount of $7.00 per parking space/year. Check made payable to the Town of Walpole.

4. Copy of Business Certificate as filed with Town Clerk or copy of Corporation papers.

5. Applicant must furnish evidence that he has the right to use the property.

6. Application must specify the premises to be used and the maximum number of vehicles to be parked. The number of cars parked on the premises is not to exceed those shown on the plan filed with the application. The plan presented must have been approved by the Zoning Board of Appeals. These regulations are promulgated under Chapter 148, Section 56 of the General Laws.

7. Board of Selectmen will obtain approval from the Chief of Police and Fire Department relative to the application and plan.

8. Applicant is given a copy of the Regulations and Procedures for Parking Lots.

Revised 6/6/06

TOWN OF WALPOLE – PARKING LOT

REGULATIONS AND PROCEDURES

1. The petitioner must procure all necessary permits variances and approvals including site plan approval which may be required under the Zoning By-laws.

2. These regulations shall apply to all parking lots operated within the boundaries of the Town of Walpole

3. Each licensed lot must maintain a live exit available to each 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.

4. All parking lots, utilized for Stadium events, shall not open prior to three hours before event time unless authorized by the Police Chief of the Town of Walpole. 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 even purposes.

5. 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 Parking Lot Rules and Regulations as set forth by the Board of Selectmen

6. 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 Walpole. The Chief of Police shall set the hours of duty.

7. Backing onto a street or road shall be strictly prohibited.

8. Licensing fees paid to the Town of Walpole shall be set at the rate of $7.00 per parking space per annum, to be paid by January 1st of each year. Licensing fees shall be renewed annually.

9. A schedule of parking fees that is charged at each parking lot is to be submitted to the Board of Selectmen by January 1st of each year.

10. Without limitation of other enforcement procedures available to the Town, the first violation of these rules and regulations shall result in criminal prosecution and the maximum allowable fine as provided by statute. The second violation of these rules and regulations shall result in revocation of license. Any lot parking vehicles, in excess of their authorized number of licensed spaces shall be considered in violation of these rules and shall be subject to criminal prosecution and revocation of parking license.

11. "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. A 10 lb multi-purpose portable fire extinguisher and a first aid kit is required to be on the site during stadium events.

12. Rubbish barrels or receptacles shall be placed at various convenient locations in each parking facility. There should be an adequate number to handle the rubbish from the events.

13. All licensed parking slots 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 and address listed on sign. Signs must be up three (3) hours before the event, during the event and three (3) hours after the event. (Applies to parking lots on Route 1 only.)

14. All 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.

15. All vehicles shall be parked in accordance with parking lot plans on file with the Town of Walpole.

16. The Fire Department will be the enforcing agency on the day of the event, except for sections five and six. Violations will be turned over the Walpole Police Department.

Amended 11/20/07

TOWN OF WALPOLE

APPLICATION FOR LICENSE

Date_____

I _____ hereby apply to the Board of Selectmen of Walpole, MA for a

Parking Lot License _____

_____

License to be made out in name of _____

Address_____

Is this your first application for a License_____
Yes or No

Is this a renewal of License_____
Yes or No

SIGN YOUR NAME IN FULL _____

RESIDENCE _____

Telephone:
****
(Applicant will not fill in following Blanks)

Application_____and license granted_____

No._____Fee $_____

Signed:

_____

_____

_____

_____

_____
Board of Selectmen

TAX AFFIDAVIT

Pursuant to M.G.L. Ch. 62C, sec 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid all state taxes required under law.

_____
Social Security Number or Federal Identification Number

_____
Signature of Individual or Corporate Name

By:_____
Corporate Officer
(if applicable)

Department of Industrial Accidents
Office of Investigations
600 Washington Street
Boston, MA 02111
www.mass.gov/dia

Workers' Compensation Insurance Affidavit: General Businesses

Applicant Information **Please Print Legibly**

Business/Organization Name: _____

Address: _____

City/State/Zip: _____ Phone #: _____

Are you an employer? Check the appropriate box:

1. ☐ I am a employer with _____ employees (full and/ or part-time).*
2. ☐ I am a sole proprietor or partnership and have no employees working for me in any capacity. [No workers' comp. insurance required]
3. ☐ We are a corporation and its officers have exercised their right of exemption per c. 152, §1(4), and we have no employees. [No workers' comp. insurance required]**
4. ☐ We are a non-profit organization, staffed by volunteers, with no employees. [No workers' comp. insurance req.]

Business Type (required):

5. ☐ Retail
6. ☐ Restaurant/Bar/Eating Establishment
7. ☐ Office and/or Sales (incl. real estate, auto, etc.)
8. ☐ Non-profit
9. ☐ Entertainment
10. ☐ Manufacturing
11. ☐ Health Care
12. ☐ Other _____

*Any applicant that checks box #1 must also fill out the section below showing their workers' compensation policy information.
**If the corporate officers have exempted themselves, but the corporation has other employees, a workers' compensation policy is required and such an organization should check box #1.

I am an employer that is providing workers' compensation insurance for my employees. Below is the policy information.

Insurance Company Name: _____

Insurer's Address: _____

City/State/Zip: _____

Policy # or Self-ins. Lic. # _____ Expiration Date: _____

Attach a copy of the workers' compensation policy declaration page (showing the policy number and expiration date).

Failure to secure coverage as required under Section 25A of MGL c. 152 can lead to the imposition of criminal penalties of a fine up to $1,500.00 and/or one-year imprisonment, as well as civil penalties in the form of a STOP WORK ORDER and a fine of up to $250.00 a day against the violator. Be advised that a copy of this statement may be forwarded to the Office of Investigations of the DIA for insurance coverage verification.

I do hereby certify, under the pains and penalties of perjury that the information provided above is true and correct.

Signature: _____ Date: _____

Phone #: _____

Official use only. Do not write in this area, to be completed by city or town official

City or Town: _____ **Permit/License #** _____

Issuing Authority (circle one):
1. Board of Health 2. Building Department 3. City/Town Clerk 4. Licensing Board 5. Selectmen's Office
6. Other _____

Contact Person: _____ **Phone #:** _____