

Oberlin College & Conservatory
Tappan Square Event Specifications

Policy Title: Tappan Square Event Specifications

Responsible Position for Policy: Grounds Manager

Office/Department Responsible for Policy: Facilities Operations

Division Responsible for Policy:

Original Issue Date:

Last Revision Date: 05/2020

Log of Previous Revisions: 01/2020

- I. **Policy Purpose:** Tappan Square is a park that is not designed for vehicle access. With the understanding that a minimal number of vehicles must be use on the site to make events possible, the following specifications are to be followed by users:
 - II. **Policy Statement:** A minimal number of vehicles must be use on the site to make events possible.
 - III. **Policy Scope/Eligibility:** All users
 - IV. **Administration:** Grounds Dept.
 - V. **Procedures:** The following specifications are to be followed by users:
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- I. Vehicles entering Tappan Square (TS) must be involved in direct, essential support of event activities. No parking is permitted on Tappan Square.
- II. Vehicles must enter TS via the Finney Chapel (N W) corner.
- III. Vehicles are to stay on the asphalt paths or the brick center of TS at all times.
- IV. Vehicles are not to be used on the brick sidewalks of TS.
- V. Any alternative vehicle use on TS needs to be reviewed in advance with the Grounds Services Manager.

Reviewed: 1.2020