



## Outdoor Space and Parking Lot Policy

### Purpose

The Nippersink Public Library District (“Library”) recognizes the importance of balancing community access to public property with the Library’s mission to provide a safe, welcoming, and distraction-free environment for learning and engagement.

This policy establishes the time, place, and manner regulations for the use of Library-owned outdoor spaces and parking areas by individuals or organizations for expressive activity. These regulations are designed to protect the rights of all community members while maintaining public safety, accessibility, and Library operations.

### Policy Statement

The Library declares that its premises are not a traditional public forum, except for the specifically designated Outdoor Limited Public Forum areas identified in this policy.

The Library permits limited First Amendment activities—including charitable, religious, or political speech; distribution of non-commercial materials; and peaceful assemblies—in designated outdoor areas, subject to the restrictions and procedures outlined below.

The Library retains full authority to impose reasonable time, place, and manner limitations to ensure that such activities do not interfere with Library operations, patrons’ use of Library services, or public safety.

### Outdoor Space

The Library designates certain Library-owned outdoor spaces, generally described as the sidewalk, grassy areas surrounding the building before the parking lot area on Hill Road and Prairie Ridge Road, the north side of the building, and the landscaped island located within the parking area—excluding the front entrance and doorway areas. These designated outdoor areas shall be known as the Outdoor Limited Public Forum.

These spaces are available for the conduct of charitable, religious, or political speech or expressive conduct, including parades, walks, meetings, demonstrations, or other public assemblies, as well as distributing non-commercial printed or written material (collectively, “First Amendment Activity”), subject to the time, place, manner, and safety limitations set forth herein.

### General Rules

- First Amendment Activity may only occur during regular Library hours, unless expressly approved by the Library Director or designee.
- Activities may not obstruct any public sidewalk or Library entrance, or hinder the free and uninterrupted passage of pedestrians or vehicles.



- No person shall engage in disorderly conduct, disturbing the peace, fighting, shouting, using abusive language, threatening violence, or engaging in riotous or disruptive activity.
- Amplified sound (e.g., microphones, speakers, bullhorns) is prohibited without prior approval of the Library Director or designee.
- Solicitation is only permitted in the designated limited public forum areas and may not involve harassment, intimidation, or misrepresentation.
- First Amendment Activities reasonably expected to involve more than twenty (20) people or vehicles must have prior approval of the Library Director or designee, in accordance with the Library's reservation procedures.
- Sponsored entertainment, recreational, athletic, or social events require prior approval of the Library Director or designee.
- The sale of merchandise or food, peddling, or solicitation of money or articles of value is prohibited unless authorized by permit under contract with the Library, or for First Amendment Activity in designated areas.
- Participants are responsible for leaving the space clean and free of litter or debris. No stakes, adhesives, or fasteners may be used that could damage Library property, landscaping, or structures.
- The Library may impose time, place, and manner restrictions upon any First Amendment Activity on Library property, and all persons shall comply with such restrictions.

Library programming shall have priority over all requests. Secondary priority is given to activities and events that support local educational and cultural initiatives.

### **Parking Lot**

The Library's parking lot is reserved primarily for the parking of vehicles used by Library patrons and others attending Library events or activities. The parking lot shall not be used for loitering or as a public forum for First Amendment Activity.

- Parking needs of Library patrons and employees have first priority.
- Secondary priority is given to those attending Library-sponsored programs and meetings, as well as programs and meetings of civic, cultural, educational, or governmental entities.
- The parking lot may not be used for non-Library events, entertainment, or commercial purposes (e.g., food trucks, fairs, or vendor booths) without prior approval of the Library Director or designee.

### **Disclaimer**

Use of Library outdoor space or parking lot areas does not imply Library endorsement of the group's policies, beliefs, speech, or activities.