

**Cuyahoga County Division of Children and Family Services  
(CCDCFS)  
Policy Statement**

**Policy Chapter:** Building Management  
**Policy Number:** 10.01.04  
**Policy Name:** Visitor Parking in the Priemer Lot

**Original Effective Date:** 04/24/2000  
**Revision Date(s):** 06/01/2013, 03/23/2006  
**Current Revision Date:** 07/01/2016  
**Approved By:** Thomas D. Pristow

**PURPOSE:** To ensure that individuals and employees visiting the Jane Edna Hunter Building (JEH) have access to safe, convenient parking.

**SCOPE:** This policy applies to all employees assigned to park in the Priemer Lot and all visitors to Jane Edna Hunter.

**POLICY**

During Monday through Friday from 8:00 a.m. to 4:30 p.m., twenty (20) parking spaces are reserved for visitor parking. CCDCFS Employees assigned to park in the Priemer Lot are prohibited from parking in these designated spaces.

**PROCEDURES**

- I. Certain parking spaces are reserved for CCDCFS deployed employees and visitors.
  - A. The visitor's parking spaces are located along the front west side of the fence with signs posted "Visitor Parking Only".
  - B. If visitor spaces are filled, visitors may park elsewhere in the Priemer Lot until full capacity is reached. Visitors may park at metered spaces, Non-CCDCFS parking lots and streets where parking is permitted etc.