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JANUARY BENNETT

TOWN CLERK / TREASURER
DENISE McCORMICK



ADMINISTRATIVE ASSISTANT
TO THE SELECT BOARD
JAMES FORTUNE

PUBLIC SAFETY COORDINATOR
SHARON MORRELL

Important Notices About Parking for Residents of Cranberry Isle:

Parking in the Town lots on Little Cranberry and Great Cranberry Islands: There has been on-going parking problems in the Islesford and Great Cranberry municipal parking lots at the town docks. Each of these lots allows for vehicles to be parked for up to 72 hours. It has been an on-going issue that many residents and contractors are leaving vehicles over multiple days, far exceeding 72 hours in many cases. Vehicles have been abandoned there and the Town has had to remove them. Leaving vehicles in these lots for extended periods is causing problems for residents who need parking for the day to go off-island. There is limited parking in these lots and they are meant for short-term parking and not long-term vehicle storage. Anyone who needs parking for longer than 72 hours needs to park their vehicle at their home or make other arrangements to store the vehicle elsewhere and not on Town property. Keep in mind that this is just as important during the winter months, as cars that are parked long-term hinder snow removal.

Parking in Manset: Cranberry Isles residents who park in Manset need to make sure that they, and/or their guests and renters, use the Cranberry Isles parking lot located at 17 Mansell Lane. The Town of Southwest Harbor only allows use of its Lower Town dock (gravel lot) for short-term parking for its own residents, fishermen and patrons of surrounding businesses, and those using the barge ramp. Overnight parking in that parking lot is prohibited. Cranberry Isles residents and their guests or renters are not permitted to use the SWH parking lot. Cranberry Isles assigns parking spaces in its Manset lot for both seasonal and short-term parking for residents and visitors on request. Please inform any guest or renters that they will need to park in the Cranberry Isles lot where short-term parking is available by contacting the TCI Town office and obtaining a permit for the Cranberry Isles Manset parking lot.

NEH Parking: Cranberry Isles residents who park in NEH will need to obtain a permit for the TCI parking lot that the Town leases from the Town of Mount Desert. Parking at the Northeast Harbor municipal dock and the tennis courts is for day use only and does not allow overnight parking per the Mount Desert Parking Ordinance. Violators will be ticketed and towed. Short-term parking is available in Northeast Harbor by contacting the Mount Desert Police Department (Parking Division) or their Harbor Master's Office. TCI residents can also get a permit to park at the Joy Rd gravel lot leased by the Town of Cranberry Isles. The Town of Mount Desert does not want TCI residents, their guests, and visitors to park overnight in any of their parking lots without a valid permit.

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February 4, 2025

Enclosed please find your Parking Application for 2025. Please review the information below regarding Cranberry Isles parking policies. Permitted parking will cost \$325 in Manset (MAN) and \$425 in Northeast Harbor (NEH) for the 2025 season. Stickers for the Joy Road Lot (JOY) cost \$45, and TCI Boat Stickers cost \$15 each, including skiffs and dinghies as defined in the Harbor Ordinance. Vehicle stickers must be placed in plain sight, preferably on the windshield, and boat stickers must be placed somewhere clearly visible from the float. If you wish to apply for parking stickers, please return the enclosed form with payment by **April 12, 2025**. (Postmark deadline). Submitting your application indicates that you (and anyone using your sticker/parking permit) have read, understand, and will comply with all Town of Cranberry Isles Parking Policies.

Town of Cranberry Isles Parking Policies

- **Parking Policy** – The Manset, Joy, and Northeast Harbor lots will be open from May 15 through October 15 as usual. Ferry service to Manset will be available from **May 23 through October 1**. To address the ferry scheduling while providing parking services fairly and with as little inconvenience as possible, the following schedule and parking policies have been implemented:

	May 15 – June 1	June 2 – Sept. 20	Sept. 21 – Oct. 15
Manset	Un-reserved Parking	Reserved Parking	Un-reserved Parking
Northeast Harbor	Un-reserved Parking	Reserved Parking	Un-reserved Parking
Joy Road Lot	Un-reserved Parking	Reserved Parking	Un-reserved Parking

During the un-reserved parking periods you may park in any spot in Manset, Northeast Harbor, or the Joy Road Lot as long as you have a 2025 NEH permit or MAN parking sticker on your vehicle. During the reserved parking period you must park in your assigned spot and lot as usual in Manset. If you have a NEH permit you can park in any available spot in the TCI parking lot. Joy Lot stickers are only valid for parking in the Joy Road Lot regardless of the date. During **all** dates, a valid parking sticker must be displayed on your vehicle to park in **any** lot. Please call or email Jim Fortune, Administrative Assistant to the Selectmen, at: james@cranberryisles-me.gov or (207-244-4475) with questions.

- **Points and Space Assignment** – As in previous years, parking spaces in MAN and NEH will be assigned using a point system. **When all points are totaled, if there are more applicants (with equal points) than spaces in a particular lot, remaining spaces will be awarded by lottery.**
- A Parking Committee, consisting of a Selectman and two members of an ad-hoc parking committee, will conduct lotteries and resolve any parking issues.

If you have an extraordinary reason (i.e., poor health or limited physical capacity) why you prefer a particular lot, please explain in writing on the back of the application. Before final assignment of spaces, the Parking Committee will consider all special requests.

No more than one (1) space shall be assigned per household or distinct family unit unless second spaces are available.

- **Second Parking Spaces** – Second parking spaces may be made available in MAN and NEH, but a separate application must be filed for a second space. (The enclosed application form may be photocopied.) **Please be advised: second spaces will only be granted after every applicant has received a parking space, and parking lot preference will not be considered.**
- **Landlords** – TCI cannot tell who a summer renter is and who is not. It is the landlord's responsibility to apply for and pay for a parking space if he/she wishes to provide parking to renters. **It is also the responsibility of the landlord to inform their renters of ALL TCI parking policies!**
- **Guest Parking** – Parking for TCI guests is available in MAN for **\$10** per night. To obtain a permit for guest parking in MAN, payment should be made in advance to the TCI Town Office. **Vehicles parked in guest spaces without the proper permit will be towed at the owner's expense. No exceptions.**

Guest parking is also available in NEH. Please contact the Town of Mt. Desert Police Department for information (207-276-5111).

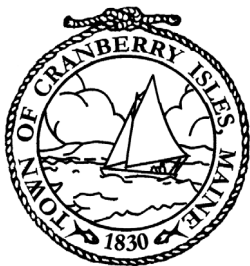
- **Space Sharing** – Space sharing is encouraged! Be sure that everyone sharing a spot has the appropriate sticker, or in NEH the vehicle has been registered in the on-line parking system and is designated for using the lot for their vehicle and is aware of the Town's Parking Policy.
- **Joy Road Lot** – Stickers will be issued one per applicant and are intended for motor vehicles only. **Please be advised: Parking in the Joy Road Lot is limited, and provided on a first come, first served basis. TCI does not guarantee the availability of space in this lot. Cars parked there without a valid parking sticker will be towed at the owner's expense. No exceptions.**
- **Lot Usage** – Boat trailers and RVs are **not allowed** in TCI parking facilities. **If found in any TCI lot, trailers and RV's will be towed at the owner's expense. No exceptions.**
- **Displacement** – If someone is parked in your spot in MAN, please park your vehicle in front of the waiting room / office in an undesignated spot until the situation is resolved. In NEH you can park in any open parking spot in the TCI parking lot as long as the vehicle is registered to use your parking permit. **Do not, under any circumstances, park in someone else's spot during reserved parking times.** In all cases contact the TCI Town Office immediately with the plate# model and color of the illegally parked vehicle.
- **Exceptions** – Exceptions to the above guidelines may be made by the Parking Committee upon special request and demonstration of extraordinary circumstances unless otherwise noted.

Please call the Cranberry Isles Town Office at (207) 244-4475, M-F from 9AM to 3PM with any questions.

Sincerely,



James Fortune, Administrative Assistant to the Selectmen



Application for Parking - 2025

Return form with payment by April 12, 2025 (postmark deadline)

To: Town of Cranberry Isles
 P.O. Box 56
 Islesford, ME 04646
 Attn: Parking Coordinator

Name: _____

Address: _____

Winter #: _____

Summer #: _____

If the above information is not correct, or is not the address to which you would like your parking stickers sent, please make corrections at right.

Please fill out all relevant questions below:

Points

- 1) Are you a registered voter in the Town of Cranberry Isles (2 points) _____
- 2) During 2024, how many months did you live in Cranberry Isles (max. 12 points)
 (1 point per month; 1 month = 16 consecutive days or 24 days total, in a single calendar month) _____
- 3) Are you 65 or older? (3 points) _____
- Total: _____**

4) What is your parking lot preference MAN _____ NEH _____ None _____

5) Do you require handicap accessibility Yes _____ No _____
 (You must provide a copy of your Handicapped Parking Permit)

6) Do you want a Parking Sticker for the Joy Road Lot Yes _____ No _____

7) Do you want a TCI Boat Sticker Yes _____ No _____

8) Is there an extraordinary reason you want to park in a specific parking lot (Please explain on the back of this application.) Yes _____ No _____

- **Include payment of \$325 for MAN or \$425 for NEH, \$45 for Joy Road, and \$15 for Boat Stickers, including skiffs and dinghies as defined in the Town's Harbor Ordinance.**
- **Make checks payable to: Town of Cranberry Isles. Do not send cash.**
- **By submitting this application you acknowledge that you (and anyone using your sticker(s) or permit have read, understand, and will comply with all Town of Cranberry Isles Parking Policies; available online at www.cranberryisles-me.gov or at the Town Office upon request.**