

Fayette Campus

Parking Rules and Regulations

The Campus Safety and Security Department uses the following regulations to enforce and control the parking situation on Upper Iowa University lots:

SECTION 1. Registration and Display of Parking Permit

A. **Registration Procedure** - There will be a \$75 charge for parking permits for all students. This permit enables the student to park on Upper Iowa University property from July 1 to June 31 of each year. Parking permits are available in the Facilities Management & Services building or online through myUIU. All students with vehicles that are to be parked on University grounds will have to provide the current state license plate information for the vehicle and \$75 to receive a campus parking permit. The Facilities Management & Services Office will keep this vehicle information on file. If a new vehicle is brought to campus, it must be registered separately.

B. **Permit Responsibility** - Students and employees of the Fayette campus are responsible for control of the registration tag(s) once issued and will not be allowed to pass them on to a second party. When a vehicle is disposed of, the permit should be removed. If not removed, the permit and the use of the vehicle on the campus remains the responsibility of the original owner, unless the Facilities Management & Services Office is notified. Violation of this provision will make the applicant liable to automatic revocation of any parking privilege and will cause his or her registration to be canceled for the remainder of the registration year.

C. **Permit Display** - The permit is to be placed on the rear view mirror or visor. On motorcycles or vehicles without a mirror or visor the permit must be displayed so it can be seen. (Consult the Campus Safety and Security Office or the Facilities Management & Services

Office with any questions regarding permit placement.) Failure to register or to properly display a current Upper Iowa registration permit on any motor vehicle parked in a University owned parking facility by any person eligible to register a vehicle will make a violator liable for a charge of \$75. Violators of this provision are subject to being towed with towing and storage cost at the owner's expense.

D. **Replacement and Temporary Permits** - If after registering your motor vehicle you trade or buy a new motor vehicle you must remove your permit and display it in your new vehicle. Please bring your new vehicle information to the Facilities Management & Services Office. If you forget to remove your permit, visit the Facilities Management & Services Office to obtain a new parking permit. ***There is a \$50 fee for replacing lost permits.*** Temporary Permits may be obtained in the Facilities Management & Services Office during regular business hours or the Campus Safety and Security Officer at night.

SECTION 2. Parking Regulations

A. **Available Parking** - Upper Iowa has eight parking lots that students and employees of the Fayette campus may park:

- **RESIDENTIAL STUDENTS** – With a valid University parking permit, students living in University residence halls (Garbee Hall, Hofmaster Apartments, Lee Tower, South Village I, South Village II, and South Village III) may park in the following lots: Lot B (Recreation Center), Lot C (Dorman Gym), Lot E (Garbee Hall), Lot G (South Villages and Lee Tower), Lot H (Hofmaster), and Lot O (South Campus). Please refer to the campus map.
- **COMMUTER STUDENTS** – With a valid University parking permit, students commuting to campus (not living in University residence halls) may park in the following lots: Lot B (Recreation Center), Lot C (Dorman Gym), Lot D (Peacock Arts & Athletic Center) and Lot F (across the street from Andres Center). Please refer to the campus map.
- **EMPLOYEES** - With a valid University parking permit, employees of the Fayette campus may park in the following lots: Lot A (Student

Center), Lot B (Recreation Center), Lot C (Dorman Gym), Lot D (Peacock Arts & Athletic Center), Lot I (Student Center Staff Only), Lot K & J (Andres Center Staff Only), Lot M (Facilities & Management), and Lot N (Alumni House Staff Only).

- **FAYETTE CITY STREETS** - Students (residential and commuters) and faculty that park on the city streets are asked to obey ALL city parking signs (specifically "No Parking between 12:01 am and 6:00 am"). In the case that vehicles are parked illegally, the city will tow the vehicle at the owner's expense. This includes being parked in "No Parking" areas, as well as being parked on the road during snow emergencies.

B. **Visitor Parking** – Short-term (less than 24 hours) visitor parking areas are designated on the northwest corner of the Student Center, the north end of Dorman and the east lot behind the Henderson-Wilder Library. (Please note the Library loop and the driveway between South Village I and South Village II is considered a no parking area/driveway access. Thus, similar rules do apply and will be enforced.) **These parking spaces are for guests of the University ONLY. Guests are defined as individuals who are not students, faculty or staff of the Fayette campus. Visitors who will be on campus for more than 24 hours are not considered short-term and must get a Visitor Pass.** Visitor Passes allow guests to park in any university-owned parking lot. Guest passes may be obtained in the Facilities & Maintenance Services Office and the Office of Student Life during regular business hours, or from the campus safety and security officer at night.

c. **Improperly Parked Vehicles - Ticketing** - Tickets for parking violations will be issued throughout the academic year, including Interim. During the first week of classes for Fall Term 1, it will be necessary to grant a grace period where only warning tickets will be issued. This WILL NOT be applied for parking in Handicapped areas, No Parking zones, construction zones, fire lanes or reckless driving.

The registrant of a motor vehicle is responsible for all violations, including those received while the vehicle is in the possession of

another person. Vehicles can be ticketed for any of the following reasons:

1. Parked in visitor parking without a valid visitor permit
2. Parked in an employee parking space with no valid permit.
3. Parked on sidewalk, in an access, on grass, islands, lawn or driveway
4. One of the vehicles tires is completely over a parking line (parked in two stalls)
5. No valid parking permit displayed in the vehicle's window
6. Vehicle is not registered with Upper Iowa University
7. Parking so to cause an obstruction
8. Parking in a construction zone
9. General violation of any rules herein

D. **Fine Schedule** - The following fine schedule will be used when enforcing parking violations:

1. No Valid Parking Permit \$75
2. No Parking Space/Area \$20
3. Fire Lane \$20
4. Visitor Space/Area \$10
5. Wrong Parking Lot \$10
6. Two Spaces/Over the line \$10
7. Blocking Driveway or Access \$10
8. Construction Zone \$50
9. Handicapped space (w/o ID) \$100

After seven calendar days from the issued date the vehicle may be wheel-locked at ANY TIME that it is on University grounds. Wheel-locks can be used on the vehicle for any offense overdue and will incur an additional charge of \$20. Vehicles that have been wheel-locked will be towed at the owner's expense after seven calendar days.

Any student, faculty or staff member that receives a parking ticket has the option to sign a waiver that will extend the fine due date approximately one calendar month. Waivers must be signed within seven calendar days from the ticket date. Parking waivers will be discontinued on April 1 of each year. Fines that occur before April 1

will have up to 30 days to pay the fine. Fines that occur after April 1 will have 7 days to pay the fine. Waiver forms can be obtained in the Facilities Management & Services Office or on the Facilities page of myUIU.

E. **Improperly Parked Vehicles - Towing** - Vehicles will be subject to automatic towing WITHOUT notice for any of the following reasons:

1. Parked in designated Handicapped areas
2. Parked in designated No Parking areas
3. Parked on the grass, islands, or anywhere landscaped by the University
4. Parked in a construction zone

F. **Warnings** - The Campus Safety and Security Department will be giving warning parking tickets during the first week of Fall term one. Warnings WILL NOT be applied for parking in Handicapped areas, No Parking areas, construction zones, fire lanes or reckless driving.

SECTION 3. Outstanding Fines

Outstanding Fines - During academic year - If a person receives a ticket for a violation and does not have the money to pay it immediately, the person may sign a PARKING WAIVER in order to extend the payment period of the fine. Parking waivers will be discontinued on April 1 of each year. Fines that occur before April will have up to 30 days to pay your fine. Fines that occur after April 1 will have 7 days to pay your fine. The fine will become due on a specified date in the future and, as long as the vehicle remains parked LEGALLY, the person may park the vehicle on the campus without being wheel locked or towed. If the wheel-lock is on the vehicle when the person signs the waiver, it will be taken off immediately and the vehicle will need to then be parked in a legal manner.

SECTION 4. Parking Appeals

A. **Ticket Appeals** - Student, faculty or staff members may appeal in writing any parking ticket that they feel may have extenuating circumstances that would preclude the violation. Appeals must be submitted to the Facilities Management & Services Office or to the Campus Safety and Security Officer within seven calendar days from the date the ticket is issued. Forms are available at <https://uiu.edu/resources/facilities/parking.html>

and may be submitted in the Facilities Management & Services Office, or via email to facilities@uiu.edu. The appeals committee will meet and review the information pertaining to the parking violation.

B. **Reappeals** - Requests for a second appeal will not be accepted. For this reason it is very important that all pertinent information be included in the original appeal.

SECTION 5. Rights and Responsibilities

A. **Owner Responsibility** - A vehicle on campus in violation of these regulations shall be the responsibility of the person in whose name it is registered with the University.

B. **University's Responsibility** - The University assumes no responsibility for the loss or damage to vehicles driven or parked on campus.

C. **University Rights** - The University reserves the right to restrict parking and to close temporarily any parking area for special purposes. The University reserves the right to remove at the owner's expense unlawfully parked or inoperative vehicles left for extended periods of time. The University reserves the right to impound at the owner's expense, any vehicle that is parked in dangerous manner, is obstructing traffic, is interfering with University functions or is damaging University property.