

Parking Services Rules and Regulations



2022 Parking Services

The main mission of Parking Services is to support the university by selling parking permits, maintaining parking infrastructure and enforcing parking rules and regulations



UNIVERSITY OF
**NORTHERN
COLORADO**

TABLE OF CONTENTS

SECTION 1: SCOPE AND AUTHORITY **4**

- ARTICLE 1 - TITLE
- ARTICLE 2 – AUTHORITY
- ARTICLE 3 - PURPOSE
- ARTICLE 4 – EFFECTIVE DATE
- ARTICLE 5 - ENFORCEMENT
- ARTICLE 6 – DEFINITIONS

SECTION 2: GENERAL PROVISIONS **7**

- ARTICLE 1 – COVERAGE, GENERAL
- ARTICLE 2 – EMERGENCY VEHICLES, EXCEPTIONS
- ARTICLE 3 - VISITORS
- ARTICLE 4 – SERVICE VEHICLES
- ARTICLE 5 - DIVISIBILITY
- ARTICLE 6 – POSTING OF REGULATORY AND PARKING SIGNS

SECTION 3: PERMITS AND USERS **9**

- ARTICLE 1 – GENERAL
- ARTICLE 2 – ELIGIBILITY
- ARTICLE 3 - METERS
- ARTICLE 4 – ANNUAL PERMITS
- ARTICLE 5 – TEMPORARY PERMITS
- ARTICLE 6 – DISPLAY OF PERMITS

SECTION 4 – PURCHASING A PERMIT **14**

- ARTICLE 1 – PARKING PERMITS
- ARTICLE 2 – OBLIGATIONS, OWNERSHIP, REFUNDS AND GUARANTEES

SECTION 5: VIOLATIONS **17**

- ARTICLE 1 – TRAFFIC & PARKING VIOLATIONS, GENERAL
- ARTICLE 2 – PARKING VIOLATIONS ENFORCED BY PARKING SERVICES
- ARTICLE 3 – IMPOUNDMENT

SECTION 6: PENALTIES

23

ARTICLE 1 – GENERAL

ARTICLE 2 – PENALTIES

ARTICLE 3 – INDEBTEDNESS

SECTION 7: APPEALS

25

ARTICLE 1 – GENERAL PROVISIONS

ARTICLE 2 – HEARING OFFICER

SECTION 8: REVENUE

27

ARTICLE 1 – GENERAL

Parking Rules and Regulations

SECTION 1: SCOPE AND AUTHORITY

ARTICLE 1 - TITLE

Paragraph 1 -

These regulations shall be known as the Vehicle Regulations for the University of Northern Colorado at Greeley, Colorado.

ARTICLE 2 - AUTHORITY

Paragraph 1 -

The regulations contained herein are established under the authority of the Board of Trustees granted in the Colorado Revised Statutes Section 23-5-106, 23-5-107, 23-5-109 et. seq. to establish and make regulations for the well ordering and government of the University of Northern Colorado and to promulgate rules and regulations providing for the operations and parking of vehicles upon the University of Northern Colorado campus under the control of the Board.

ARTICLE 3 - PURPOSE

Paragraph 1 -

The regulations contained herein, the sanctions for violations of the same, and the monetary use charges are for the purpose of providing and maintaining a safe and uncongested means for the movement and parking of vehicular traffic on the campus of the University of Northern Colorado.

ARTICLE 4 - EFFECTIVE DATE

Paragraph 1 -

These regulations are effective for the University of Northern Colorado from, and after, April 19, 2004.

ARTICLE 5 - ENFORCEMENT

Paragraph 1 -

It shall be the duty and responsibility of all officers of Parking Services, unless otherwise provided herein, to enforce these regulations.

Paragraph 2 -

Parking Services can suspend enforcement of restricted parking spaces when special events require such suspensions. This includes all parking metered areas.

Paragraph 3 -

No employee of any other University of Northern Colorado Department can authorize persons to park or drive in violation of these regulations without prior written permission of the Manager of Parking Services. In case of emergencies, University Police and fire departments can authorize persons to park in violation of these regulations.

Paragraph 4 -

All parking lots and zones will be enforced as designated by the posted sign(s) at the entrance to the lot and by these regulations.

Paragraph 5 -

All specially restricted areas, within any parking lot or zone will be enforced on a 24-hour basis. These areas include, but are not necessarily limited to fire lanes, no parking zones, accessible parking spaces, loading zones, service drives, signed timed areas, and other areas designated by descriptive signs or markings.

Paragraph 6 -

UNC parking lots are enforced 365 days a year. All parking lots and zones will be enforced during "Finals Week" at the end of each semester unless otherwise announced &/or posted.

Paragraph 7 -

It shall be the responsibility of all people using the University of Northern Colorado parking lots to know and understand all rules provided here.

ARTICLE 6 - DEFINITIONS

Paragraph 1 -

The following words and phrases shall have the meanings ascribed except where the context clearly indicates a different meaning.

Barricades means any restrictive device be it rope, wood, metal, paper, etc., that the University of Northern Colorado places in a roadway, service drive or parking lot, to control traffic and/or parking.

Emergency vehicle means any police vehicle, fire department vehicle, ambulance, or other vehicle authorized by permit by Parking Services.

Faculty/Staff Member shall include all persons who are employed and/or using office facilities at the University of Northern Colorado, or leased by the University of Northern Colorado.

Impoundment means towing, storage, and/or booting of any vehicle.

Motorcycle or moped means every motorized vehicle designed to travel on not more than three wheels in contact with the ground.

Parking permit means a University of Northern Colorado issued permit that is valid for the current academic year, and will be made clearly visible when a window sticker is adhered by its own adhesive to the inside of the windshield, lower left corner, driver's side, or by means of a hang tag facing frontward, un-obscured on the rear view mirror. It also means a temporary University of Northern Colorado issued permit that is valid for the current academic year, semester, month, week, or day, and will be made clearly visible when displayed according to directions printed on the permit.

Regulatory sign means all traffic control devices, signs, signals, and markings, placed or erected for the purpose of regulating, warning or guiding traffic and parking.

School year means the period of time starting on the first day of fall semester through the day before the first day of fall semester of the following year.

Service vehicle means any vehicle with a firm or company name, or a government license plate, being used to provide service, commodities or maintenance requested by the University of Northern Colorado, or any other vehicle so designated by permit by Parking Services.

Student shall include all persons doing undergraduate or graduate work at the University of Northern Colorado. This includes all persons residing on or off campus, in extension programs, or doing part-time work as well.

Vehicle means every mechanical device or animal upon, in, or by which any person or property is, or may be, transported or drawn.

Visitor means every person who is not a student, faculty, or staff member at the University of Northern Colorado, or who does not work out of campus facilities, have an office on campus, or is otherwise not a member of the University community.

SECTION 2: GENERAL PROVISIONS

ARTICLE 1 - COVERAGE, GENERAL

Paragraph 1 -

The regulations contained herein shall apply to all vehicles and users thereof, coming upon, or parking on, property of the University of Northern Colorado (including vehicles owned or operated by the United States, and state, county, city, and public corporation, or any other political subdivision of any state), except as otherwise provided in these regulations.

Paragraph 2 -

The University assumes no responsibility for the care and protection of any motor vehicle or its contents at any time the vehicle is operated or parked on campus.

ARTICLE 2 - EMERGENCY VEHICLES, EXCEPTIONS

Paragraph 1 -

All emergency vehicles operating on the property of the University of Northern Colorado will abide by the provisions of the Colorado Model Traffic Code [41-1-102 (6)] regulating the operations of emergency vehicles within the State.

ARTICLE 3 - VISITORS

Paragraph 1 -

Visitors should purchase a pay and display permit available from the pay to park station in many student parking lots or at the Parking Services office.

Paragraph 2 -

Visitors are responsible for any citations that they receive.

Paragraph 3 -

All visitors to the University of Northern Colorado should be aware that the campus speed limit is 15 miles per hour unless otherwise posted.

ARTICLE 4 - SERVICE VEHICLES

Paragraph 1 -

Any service vehicle displaying the proper permit, including all University of Northern Colorado service vehicles, may park in the "Service Vehicles Only" spaces on campus with no restriction on time if performing service duties. Service spaces are not to be used for personal business.

Paragraph 2 -

All non-University vehicles must have a permit issued by Parking Services.

ARTICLE 5 - DIVISIBILITY

Paragraph 1 -

Should any Section, Article or Paragraph of these regulations be declared unconstitutional or void by any court of competent jurisdiction, the remainder of these regulations shall remain in effect. Under such circumstances, the President or his duly delegated agent shall have the authority to establish a new Section, Article or Paragraph for that which has been declared void or unconstitutional, without prior submission to the Board of Trustees, in order to give full force and effect to the intent and purpose of these regulations. Any new Section, Article or Paragraph shall be submitted to the Board of Trustees for ratification as soon thereafter as is practicable.

ARTICLE 6 - POSTING OF REGULATORY AND PARKING SIGNS

Paragraph 1 -

It shall be the sole responsibility of Parking Services to provide and post all regulatory and parking signs at the University of Northern Colorado in the areas subject to control of Parking Services.

SECTION 3: PERMITS AND USERS

ARTICLE 1 - GENERAL

Paragraph 1 -

Any vehicle operated by faculty, staff, student or other member of the University community must display a parking permit to park in any restricted lot, zone or space on campus. No permit shall be valid in metered parking spaces unless specifically authorized by Parking Services.

ARTICLE 2 - ELIGIBILITY

Paragraph 1 -

All faculty, staff, students or other members of the University community demonstrating a need for parking privileges are eligible to apply for a parking permit at Parking Services.

Paragraph 2 -

All permits are valid only for the person to whom they were issued, and for the original purpose for which they were issued.

ARTICLE 3 - METERS

Paragraph 1 -

All members of the University and non-University community are eligible to park in the metered spaces upon payment of the meter fee.

Paragraph 2 -

Parking meters shall be operational on all school days regardless of national, state or local holidays, excepting as provided in 1-5-2. All meters will be enforced during the hours designated by the posted sign(s) at the entrance(s) to the lots.

Paragraph 3 -

Meters will be presumed to be functioning properly. Parking Services will examine all meters reported to be malfunctioning. Parking at a malfunctioning meter is a violation. Another citation for Overtime Meter can be issued two (2) hours after an earlier ticket.

Paragraph 4 -

Notices are posted on each meter stating that parking a vehicle at a malfunctioning or "Out of Order" metered space is a violation.

ARTICLE 4 - ANNUAL PERMITS

Paragraph 1 -

Faculty, staff and students may purchase permits beginning on August 1st for the upcoming academic year.

Paragraph 2 -

The following permits are annual permits, unless otherwise stated. They are issued for the academic year.

Board of Trustees Permits are valid in all lots, regular spaces, metered spaces, service spaces and any other restricted areas except for fire lanes and no parking zones. This permit is only to be used for official Board of Trustees business. If the permit holder is found using this permit for personal use, he or she will be subjected to a citation and possible revocation of permit.

Bicycle Permits identify bicycles that have been registered with UNC Parking Services. Parking Services will honor any currently valid city registrations or licenses, provided the owner re-registers the bicycle (free of charge) with the UNC Bicycle Program. This program has been implemented to help deter thefts and to aid in the location of missing or stolen bicycles. Bicycle permits are valid for the duration of the owner's stay at UNC. A one time fee of \$20 will be assessed when registering a bike.

Commuter Permits are available to both Students and Faculty/Staff members. The Commuter Permit is only valid in Y Lot. Student Commuter Permits are valid on an annual and semesterly basis.

Emeritus Permits are issued to all Board of Trustee Certified "Emeritus Faculty" of the University of Northern Colorado. An Emeritus Permit is valid at regular and metered spaces in all lots. Misappropriation or misuse of the Emeritus Permit will result in the revocation of the permit. An Emeritus Permit may only be used by the person it was issued to or their spouse. It is not valid for the use by other family members or other persons.

Faculty/Staff Permits (FS) are valid in any lot on campus except S lot and any further restricted spaces.

Graduate Assistant Permits (GA) are issued to Graduate and Teacher Assistants. They are valid in all lots except H and further restricted spaces.

Service Permits (SV) can be requested by personnel or businesses which demonstrate a need to park in parking spaces near entrances and exits of buildings to facilitate deliveries, repairs, or maintenance on campus. Parking Services management reviews Service Permit requests and approves or denies them. Typical Service Permit holders include: plumbers, elevator repairmen, IT staff, and Dining/Catering vehicles. This permit is valid in all regular permit spaces, service spaces, and loading zones. Issuance of this permit does NOT give approval to drive on sidewalks or

stop in non-designated parking spaces. This permit is not to be used on a "normal," daily basis, or as an "upgrade" to a regular permit holder's uses. Misuse of this permit can result in immediate termination of its validity. This permit remains the property of UNC Parking Services at all times and must be returned to Parking Services upon request.

Student Permits (ST) are valid in lots A2, Arlington, C, D, G, I, J, KOHL, L, M, Q, R, S, T, TN, U, V, W, X, Y, Z-south and in further non-restricted spaces. Student Permits are valid on an annual and semesterly basis.

Volunteer Permit is issued at the discretion of the Director of Parking Services to individuals who are not students, faculty or staff members at the University of Northern Colorado, and who provide volunteer services throughout the academic year. These are valid in specific lots, regular or metered spaces as approved by Parking Services.

ARTICLE 5 - TEMPORARY PERMITS

Paragraph 1 -

Unless otherwise noted below, these permits are issued in Parking Services office at the University Center Information Desk.

Paragraph 2 -

The following permits are temporary permits. They are issued for a period of one day, a partial day, intermittent days, partial weeks or for a number of weeks, but generally less than one semester.

Pay and Display Permits may be purchased at pay to park stations in many student parking lots for a cost of \$10.00 for 24 consecutive hours, \$5.00 for 12 consecutive hours or \$1.00 per hour for up to four hours. Dispensers can only accept credit and debit card payment and coin payment. Dispensers can neither give back change nor any of the money that was already inserted. This permit is valid in regular permit spaces of all regular student lots on campus. These permits are not valid at meters, at specially marked spaces, in Faculty Staff lots, or in K-east unless otherwise stated. If a dispenser is inoperable, it is the responsibility of the driver to find another method of purchasing a permit to park on campus.

Delivery Permits are issued to members of the Greeley & surrounding community who deliver food, office supplies, business products and other merchandise to members of the UNC community. This permit is issued by the semester; it is valid in metered spaces, service spaces and loading spaces for up to 30 minutes. All service and loading areas are enforced 24 hours a day, 7 days a week.

Health Center Permits [or Cassidy Hall Permits] are issued upon request by the Health Center to students having an appointment at the Health Center. These are valid for 2 hours in T and V lots only in regular permit spaces or designated Clinic parking. Health Center Permits without information completed by Health Center personnel are not valid.

Loading Permits are generally issued to faculty/staff members of the University community who have purchased a current term permit and who have submitted a written request signed by their Department Head or their designee. This permit is only valid with a current term permit for a time period not to exceed 30 minutes in service vehicle spaces and loading spaces only. All service and loading spaces are enforced 24 hours a day, 7 days a week.

Special Permits are issued at the discretion of the Director of Parking Services depending on the type of need. Time limits and validity locations are determined by the Director of Parking Services and are noted on the face of the permit.

Temporary Permits are sold by Parking Services, available at \$5.00 per day or \$45.00 per month. This permit is not valid in metered spaces or other further restricted areas. Students are not eligible for Temporary Permits.

Temporary Service Permits or Self-Serve Daily Service Permits may be issued for short periods of time for vehicles operated by persons providing services to the University of Northern Colorado upon approval by Parking Services.

Visitor Daily Parking Permits are for sale by Parking Services for \$6.00 per permit for one calendar day. Departments may also purchase Visitor permits through an EIO for users who are not paid by the University and who are not paying registration fees for a class, seminar, workshop, etc. This permit is valid in regular and metered spaces in all lots on campus.

ARTICLE 6 - DISPLAY OF PERMITS

Paragraph 1 -

Special permits and loading permits shall be placed on the dashboard, driver's side, and shall be visible from the outside, front of the vehicle.

Paragraph 2 -

It will be the responsibility of the purchaser of hang tag permits to hang them from the rear view mirror with the permit facing outward towards the front of the vehicle. An unsecured hang tag permit will not be valid when placed on a motorcycle. [Inquire at UNC Parking Services about locking devices for hang tags.] Citations issued with indication by the issuing officer that no permit was present will be prima facie evidence that no permit was present and the ticket will be considered valid. An Improper Permit Display citation will be written for any vehicle containing a hangtag permit not displayed on the rear view mirror.

Paragraph 3 -

Repositionable window cling parking permits on vehicles shall be affixed by their own adhesive to the inside of the windshield, lower left corner, driver side, unless otherwise authorized by Parking Services. If placed in an area other than in the lower left corner of the driver's side of the windshield, the University of Northern Colorado is not responsible for any liability incurred

because of obstruction of vision. See Colorado Model Traffic Code 42-4-227. Additionally, a vehicle with a window sticker permit that is not displayed according to these instructions is citable for improper display of permit. Should the permit owner need to drive a vehicle other than the one registered, the owner has the ability to remove the annual permit from the original vehicle and switch it to the current vehicle being driven. If the permit owner finds their repositionable permit to be defective, the permit holder may be eligible for a free replacement upon proof of the defective permit.

Paragraph 4 -

Motorcycles and mopeds require a Student or Commuter permit or an Annual Faculty Staff permit. These permits should be affixed to the motorcycle/moped with a locking device, which can be purchased in the Parking Services office.

Paragraph 5 -

People with disabilities may park in the UNC disability spaces in addition to any regular space on campus in any lot with valid state placard or plate and a UNC permit, with the exception of Commuter Permits.

Paragraph 6 -

Failure to display the permit properly will result in the vehicle being issued a parking citation. Any citation issued which indicates that the permit was not visible is valid and must be paid, or a hearing applied for within the prescribed time.

SECTION 4: PURCHASING A PERMIT

ARTICLE 1 - PARKING PERMITS

Paragraph 1 -

With the exception of Conference and Events Permits, all sales of permits will be handled at Parking Services.

Paragraph 2 -

Purchase of a parking permit does not guarantee a parking space.

Paragraph 3 -

An eligible person must pay their permit fee and accept the terms of agreement in the online permit purchase process before the appropriate permit will be issued. Approval by the Director of Parking Services is required for any exceptions.

Paragraph 4 -

All permit fees are set annually or semesterly. Annual permits will be valid from August 1st through the Friday before Fall Move In. Semester permits are valid for the fall and spring semester. All expiration dates will be printed on the permit.

Paragraph 5 -

Faculty/Staff members have the option to make monthly payments on parking permits. An initial \$10 set up fee will be applied at time of purchase. You will then be charged the monthly rate on the 15th of each month.

Paragraph 6 -

All permits issued will either be hang tag or window cling permits. This will allow the owner/operator to transfer the one permit to each registered vehicle as needed. Alternatively, the owner/operator of two vehicles may purchase an additional permit at full price. Should the permit owner forget to display their annual permit on the vehicle they are currently driving, they must contact Parking Services to receive a temporary permit. Otherwise, the permit owner must purchase a daily dispenser permit or park on the street.

Paragraph 7 -

The sharing and transferring of permits is not permitted. Likewise, permits cannot be purchased on the behalf of another person. Each permit is to be assigned to the individual who purchased the

permit. If more than one member of the same family is working at and/or attending the University of Northern Colorado, he/she must purchase the additional permit at the original full price.

Paragraph 8 -

University funds are not to be used to purchase employee or student parking permits. This prohibition includes the use of agency accounts affiliated with a University department (e.g., athletics enhancement accounts). In some cases, it may be appropriate for an organization separate from the University to use its agency account to purchase parking permits for individuals who may be UNC employees or students. Examples include the Student Media Corporation, the Foundation, CSC/PASC, etc.

ARTICLE 2 - OBLIGATIONS, OWNERSHIP, REFUNDS AND GUARANTEES

Paragraph 1 -

All permits remain the property of the University of Northern Colorado at all times. The Director of Parking Services may refuse to issue a permit, determine a permit is invalid, determine a person to be ineligible for the parking privileges of the permit, or otherwise revoke or limit the use of a permit. For purposes of this paragraph, user notification may be through electronic systems, letter, or through phone or personal contact by a member of the Parking Services staff.

Paragraph 2 -

If an individual or corporation is no longer eligible for a permit, the permit must be returned to Parking Services immediately. Reasons for ineligibility include, but are not limited to, selling the vehicle, separation from UNC, abusive behavior towards Parking Services staff or their representatives, or other reason at the discretion of the Director of Parking Services.

Paragraph 3 -

Annual permit holders may physically exchange their current annual permit for a different permit type for a \$10 exchange fee. All permit exchanges are final. Additionally, a replacement fee of \$10 will be charged to customers who provide documentation of a car accident or theft resulting in the loss of the permit. If documentation cannot be provided, a replacement fee of \$35 will be charged and the original permit will be declared as lost/stolen.

Paragraph 4 -

When a student returns a Student, Student Commuter, or Graduate Assistant permit the student will receive a credit applied to their student bill. Credits are based on a percentage of the purchase price. There are no credits for annual permits bought for use during the academic year after March 31 each year. To cancel an annual permit, the permit will need to be returned to Parking Services. Permits can be returned by mail or in person. Once the permit has been cancelled, a partial refund check will be sent to the mailing address we have on file based on date of return. To cancel a monthly permit, the permit will need to be returned to Parking Services by the 14th of the month.

Permits can be returned by mail or in person. Any permits not returned will be billed to the permit holder. An administrative processing fee may be deducted from the amount to be credited.

SECTION 5: VIOLATIONS

ARTICLE 1 - TRAFFIC & PARKING VIOLATIONS, GENERAL

Paragraph 1 -

A parking violation will be charged against the registered owner of a vehicle and/or the actual violator or the person presumed to be responsible for the violation. When a vehicle is unattended, the presumption is that a faculty member, staff member or student is responsible for the parking violation on campus of any vehicle registered to a person whose address is the same as the local or home address of the faculty member, staff member or student. A citation that has been written or issued and placed under the windshield wiper of the vehicle is considered legally tendered. Parking Services follows that written citation placement with email notices to students, faculty and staff and with hard copy statements mailed via U.S.P.S. to all others.

Paragraph 2 -

When a vehicle is mechanically or physically inoperative, the driver and/or registered owner must contact Parking Services, and/or University Police, within four hours of knowledge of the problem with information on location and situation regarding the vehicle. The driver and/or registered owner will then be allotted 24 hours to remove the vehicle from campus.

ARTICLE 2 - PARKING VIOLATIONS ENFORCED BY PARKING SERVICES AND THE UNC POLICE DEPARTMENT

Violation 120 - Forging or altering a temporary parking permit. \$50.00 fine

Violation 121 - Forging or altering a parking permit or using such permit. Violators may be subject to criminal penalty. Also, in accordance with UNC Code of Conduct, notification will be made as applicable to Dean of Students regarding UNC student subjects and to Human Resources &/or the supervisor of UNC employee subjects. \$250.00 fine

Violation 122 - Obtaining or attempting to obtain a parking permit or parking privileges for which the applicant is not eligible. Violators may also be subject to criminal penalty. \$50.00 fine

Violation 123 - Parking in a fire lane or obstructing a fire lane or building exit door. \$150.00 fine

Violation 124 - Removing or attempting to remove any temporary barricade or other regulatory signs. Violators may be subject to criminal penalty. \$50.00 fine

Violation 125 - Parking in violation of barricades, cones and/or cement parking blocks. \$50.00 fine

Violation 126 - Parking in an ADA space without a state issued ADA placard or license plate. The ADA placard must be properly displayed and registered to the driver of the vehicle being parked. \$150.00 fine.

Violation 127 - Parking in a manner as to obstruct a disabled access. \$50.00 fine

Violation 128 - Parking a vehicle displaying a permit not issued to the vehicle driver or using a lost permit or a stolen permit. \$250.00 fine

Violation 131 - Failing to heed lawful directions of a University Police Officer or a Parking Services Officer. Violators may also be subject to criminal penalty. \$50.00 fine

Violation 132 - Stopping, standing or parking in such a manner that a vehicle obstructs pedestrian and vehicular traffic. \$50.00 fine

Violation 133 - Parking a motorized vehicle on the lawn, curb, shoulder, lot divider, sidewalk, bike path or on piles of snow or other materials. Parking a motor vehicle on items such as this can cause a safety hazard to pedestrians, buildings and other vehicles in the area as parking brakes can fail to hold. Snow & ice can melt and piles of material can become unstable without notice, causing a potentially hazardous situation with the vehicle. \$50.00 fine

Violation 135 - Parking in a no parking zone. \$50.00 fine

Violation 136 - Parking in violation of any regulatory sign. \$50.00 fine

Violation 137 - Abandoning and/or storing a vehicle on campus without permission from Parking Services. Any vehicle without valid license plates and/or a current permit will be considered an abandoned vehicle, and is subject to impoundment. \$50.00 fine

Violation 138 - Parking in a service drive or service vehicle space. \$50.00 fine

Violation 140 - Failing to display a current University of Northern Colorado parking permit properly. \$30.00 fine

Violation 141 - Obstructing crosswalk. \$30.00 fine

Violation 142 - Sleeping, camping and/or living in a vehicle parked on campus after midnight without written permission from Parking Services. \$30.00 fine

Violation 143 - Parking in a restricted space or lot without displaying the current University of Northern Colorado permit required. \$30.00 fine

Violation 144 - Overtime parking in violation of posted or permit limits. A second ticket can be issued after two (2) hours of the first ticket. Vehicles may not be moved to a different space in the same area to circumvent ticket issuance or to extend time beyond the posted limits. \$30.00 fine

Violation 145 - Failing to park wholly within the boundaries of a parking space. A vehicle is considered outside the stall boundaries when a full tire or a significant portion of the vehicle is impeding into either traffic, or another parking stall. Other improperly parked vehicles nearby does not constitute an excuse for improper parking. \$30.00 fine

Violation 146 - Failing to park within twelve (12) inches of the curb where parallel parking is required. \$30.00 fine

Violation 147 - Double parking. Double parking means standing or parking a vehicle on the roadway side of a vehicle already stopped, standing or parked at the curb. \$30.00 fine

Violation 148 - Parking vehicle at a malfunctioning or "Out of Order" metered space. A second citation can be issued after two (2) hours of the first ticket. \$30.00 fine

Violation 149 - Overtime parking in metered space. A second citation can be issued after two (2) hours of the first citation. \$30.00 fine

Violation 150 - Boot fee. \$75 fine

Violation 151 - Parking any vehicle with four or more wheels in a motorcycle area. \$30.00 fine

Violation 152 - Parking a vehicle the wrong direction in angled parking on marked one-way roadways/parking lots is prohibited. Vehicles must park in the same direction as to the marked one-way directional flow of traffic. Vehicles may not "pull through" and park contrary to the marked one-way traffic flow direction. Compliance with this rule will allow vehicles to safely leave parking stalls driving in the correct marked traffic flow direction. \$30.00 fine

Violation 153- Parking a vehicle in a designated LEFE/EV charging station space while not actively charging your vehicle. Vehicles parked in a LEFE/EV space must be LEFE/EV vehicles AND be actively charging. \$30.00 fine

ARTICLE 3 – MOVING VIOLATIONS ENFORCED BY THE UNC POLICE DEPARTMENT ONLY

1 - Driving a vehicle in a careless manner. \$100.00 fine

2 - Speeding 20 mph or more over the posted speed limit. \$100.00 fine

3 - Failure to stop for a stop sign. \$75.00 fine

4 - Driving 10 to 19 mph over the posted speed limits. \$75.00 fine

5 - Driving a motorized vehicle the wrong way upon a roadway restricted to one-way traffic, as designated by official traffic control devices. \$50.00 fine

6 - Improper turn. \$50.00 fine

7 - Driving a motorized vehicle on the lawn, curb, shoulder, lot divider, sidewalk, or bike path.
\$50.00 fine

8 - Failure to yield right-of-way at a yield sign to any vehicle in the intersection or approaching on another roadway so closely as to constitute an immediate hazard. \$50.00 fine

9 - Unsafe backing. The driver of a vehicle shall not back up unless such movement can be made with safety and without interfering with other traffic. \$50.00 fine

10 - Driving 1 to 9 mph over the posted speed limit. \$50.00 fine

11 - Failure to stop or yield right-of-way to a pedestrian in the crosswalk. \$50.00 fine

ARTICLE 4 - IMPOUNDMENT

Paragraph 1 -

All towing, booting and/or impoundment will be done under the supervision of University Police. A \$75.00 boot fee will be assessed each time a vehicle is immobilized.

Paragraph 2 -

Parking in a fire lane, by a building exit door, obstructing traffic, and/or parking in violation of these regulations that creates a safety hazard or emergency situation will immediately subject a vehicle to all fines, towing, impoundment and the imposition of the resulting towing and storage charges.

Paragraph 3 -

The abandonment of a vehicle on the University of Northern Colorado property or the failure to respond either by a hearing or by payment to any parking/reminder notices during the University's scheduled semester class sessions constitutes grounds for the towing, booting, and/or impoundment of a vehicle, the imposition of the resulting towing and storage charges, boot fee, and the payment of outstanding fines.

Paragraph 4 -

A vehicle will be eligible for booting after issuance of a third unpaid parking citation if the vehicle cannot be linked to a member of the University community. A notification letter will be sent to the registered owner, upon issuance of a third citation, notifying the owner that the vehicle is subject to immediate booting. If the vehicle owner does not contact Parking Services within 24 hours of being in debt, a tow notice will be placed on the vehicle.

Paragraph 5 -

Vehicles associated to an enrolled student will be eligible for booting after receiving 8 total citations within an academic year. A notification will be sent to their UNC email address after receiving 5 citations and a boot will be applied to the vehicle upon writing the 8th citation.

Paragraph 6 -

Vehicles found on campus that cannot be linked to a member of the University community due to a missing license plate and a nonvisible VIN will be subject to immediate impoundment. The vehicle owner will need to speak to Parking Services to claim ownership of the vehicle. The vehicle owner may also be responsible for paying any fines associated with impoundment.

Paragraph 7 -

Missing permits must be reported to Parking Services immediately. Permits that go missing will be added to a list of lost and/or stolen permits. If the lost/stolen permit is found, it must be returned to Parking Services. Vehicles that display a lost/stolen permit are subject to immediate impoundment. It shall not be an affirmative defense that a lost/stolen permit was used by a person to whom the permit was issued. Violators may also be subject to criminal activity. Also, in accordance with UNC Code of Conduct, notification will be made as applicable to Dean of Students regarding UNC student subjects and to Human Resources and/or to the Supervisor of UNC employee subjects.

Paragraph 8 -

No member of the University community or visitor shall forge, alter or copy any parking permit, nor shall they display a forged, altered or copied parking permit on any vehicle. Copy shall include any type of reproduction including, but no limited to, photographs, photocopies and creations made using photo editing software. It shall not be an affirmative defense that an altered or copied permit was used by a person to whom the original permit was issued. Vehicles displaying forged, altered or copied permits are subject to immediate impoundment. Violators may also be subject to criminal activity. Also, in accordance with UNC Code of Conduct, notification will be made as applicable to Dean of Students regarding UNC student subjects and to Human Resources and/or to the Supervisor of UNC employee subjects.

Paragraph 9 -

The University performs routine maintenance work on campus parking lots between semesters. Therefore, any vehicle not displaying a current University of Northern Colorado permit, and parked on campus on a 24-hour basis during the University's scheduled breaks between semesters, will be considered abandoned and subject to a University Police 72-hour impoundment.

Paragraph 10 -

In order to facilitate the routine maintenance work performed on campus between semesters, vehicles may be relocated at no cost to the owner.

Paragraph 11 -

Any vehicle, including those with a current University of Northern Colorado permit or permit, deemed inoperable will be subject to a University Police 72-hour impoundment.

Paragraph 12 -

Before towing a vehicle, the vehicle will be visibly tagged giving the owner 72 hours' notice that the vehicle must be moved, or made operable within said time, or the vehicle will be towed and stored at the owner's expense. An extension of time may be granted by securing permission from Parking Services prior to the expiration of the original 72-hour period. (A pro rata reimbursement for the unused portion of the permit may be claimed from Parking Services, if applicable.)

Paragraph 13 -

To ensure proper crediting, it is recommended that anyone making payment to the University of Northern Colorado Parking Services, be it by mail, in person, or by phone, provide the citation, the citation number or their customer account number.

Paragraph 14 -

Parking citations are to be paid for with personal funds. State funds cannot be accepted as payment for a parking citation.

SECTION 6: PENALTIES

ARTICLE 1 - GENERAL

Paragraph 1 -

Any person or vehicle found in violation of these regulations shall be subject to one or more of the following sanctions:

a. Impoundment.

b. Referral of the matter to the appropriate administrative officer of the University of Northern Colorado for disciplinary action.

c. Imposing of a fine. All fines shall be paid to Parking Services. Any fine appearing on a University billing will be paid at Accounting Services. Unpaid citation fees will appear on student bills after 13 days.

ARTICLE 2 - PENALTIES

Paragraph 1 -

The penalties for a violation are as listed in section 5 article two and three.

Paragraph 2 -

If a citation fine is paid and postmarked within ten (10) calendar days after issuance, a \$10.00 per citation discount can be taken; after the ten (10) calendar day period the original total amount due will be billed through normal Parking Services procedures.

Paragraph 3 -

Fines will be paid at Parking Services, in person, by mail, phone or online. Hearings will be applied for online or in person at Parking Services office.

ARTICLE 3 - INDEBTEDNESS

Paragraph 1 -

In addition to any other provisions of these regulations, any violator who incurs any monetary indebtedness to the University of Northern Colorado will have that indebtedness treated as any other bill due and owing to the University. Students will be billed for delinquent fines and billing fees by Accounting Services. Students must lower their account balance to under \$200, including parking fines, before they are permitted to register for the next semester, or in the case of graduating students, before they receive their diploma or copies of their transcripts. Faculty/staff

members will be billed for delinquent fines and billing fees by Parking Services and can expect to have any unpaid amounts withheld from their paychecks. Unpaid parking charges and billing fees incurred by others may be turned over to a collection agency and an additional fee will be added to the amount due.

SECTION 7: APPEALS

ARTICLE 1 - GENERAL PROVISIONS

Paragraph 1 -

Any person desiring to contest a ticket may request a hearing. The hearing request must be submitted in writing to Parking Services within ten (10) calendar days after the violation date. A meeting with the Appeals Officer must be scheduled within seven calendar days of the appeal filing date. If a meeting is not scheduled within 7 days of the submittal date, the Appeals Officer will make a decision based on petitioner's written statement. All matters relating to a parking notice may be disputed, with the exception of the amount of the fine(s). Parking Services will provide hearing request forms and will schedule hearings at the convenience of the Appeals Officer.

Paragraph 2 -

Subject to the provisions of 7-1-3, any person who fails to request a hearing within the prescribed time waives their right to a hearing and subjects themselves to the monetary fine and penalties.

Paragraph 3 -

If a hearing request is made after the time period prescribed in 7-1-1, a hearing may be granted by the Director of Parking Services, depending upon an explanation in writing of any extenuating circumstances and the Director's allowance of that explanation.

Paragraph 4 -

The Hearing Officer will be scheduled, at their convenience, on a regular basis by Parking Services. Any person who requests a hearing will be afforded the option to present evidence and witnesses. When a person requesting a hearing does not desire to be present, or cannot be present at the hearing, their case will be heard on the basis of their written statement only.

Paragraph 5 -

Witnesses, friends, spouses, children, and other family members shall remain in the waiting area until the Hearing Officer deems it necessary to see and talk to them.

Paragraph 6 -

Parking Services shall administer the hearing program and may have a member of Parking Services serve in a representative capacity. Parking Services will provide notice to petitioners of the date, time and location of hearings and will provide the petitioner with a disposition notice of the findings of the Hearing Officer.

Paragraph 7 -

The amount of the fine on each parking notice upheld and due, as a result of a hearing should be paid at Parking Services within ten (10) calendar days of the date of the disposition notice.

Paragraph 8 -

The Hearing Officer's decision is final.

ARTICLE 2 - HEARING OFFICER

Paragraph 1 -

The Hearing Officer may be a member of the University community or of the community at large.

Paragraph 2 -

The Hearing Officer will be approved by the Director of Parking Services.

Paragraph 3 -

The Hearing Officer shall hear all classes of violations and shall have the authority to uphold, amend, or dismiss the fine.

SECTION 8: Revenue

ARTICLE 1 - GENERAL

Paragraph 1 -

All revenues derived as a result of these regulations shall be paid into the Parking and Traffic Revenue Fund for the University of Northern Colorado to be used in meeting the costs of the parking and safety programs.