

Policy 5-206: Vehicle Parking Policy

I. Purpose

To describe the University's policy regarding parking of motor vehicles on campus.

II. References

[Utah Code Annotated, 53B-3](#), Sections 101 to 110.

III. Policy

- A. Parking Services shall operate, maintain, and administer a campus motor vehicle parking system as authorized by [Utah Code, Title 53B Chapter 3](#), Sections 101-110.
- B. Parking Services shall provide motor vehicle parking on campus to the extent practical and feasible, for students, employees, and visitors. Reasonable efforts shall be made to provide convenient parking in proximity to various campus facilities. However, the University does not guarantee the availability of parking space at any particular time nor the location of available parking space.
- C. Campus parking regulations shall be set forth in a pamphlet, available at the Office of Parking Services. A digest of these regulations shall also be distributed with each parking permit issued. The regulations shall apply to all campus lands except those leased to non-University entities.
- D. Appropriate and reasonable fees shall be charged to those who park vehicles on campus. All University parking regulations and fees are subject to review and approval by the Board of Trustees.
- E. All persons who park vehicles on campus must purchase and display a parking permit from Parking Services or park in a metered area or pay lot and pay the appropriate fee. Fees are subject to change. Information about parking permit

classifications and rates is contained in the regulation pamphlet available at the Office of Parking Services.

- F. Parking Services shall operate the parking system on a self-supporting basis, generating sufficient revenues from parking sales and fines to pay for the cost of administration, operation, and enforcement of the system, including the construction and maintenance of parking facilities.
- G. The University administration shall establish a committee composed of students, employees, and alumni to advise the administration regarding campus parking needs, parking permit fees, and parking regulations.
- H. All fines for illegal parking by vehicles with a valid parking permit are the responsibility of the person to whom the permit is issued and should be paid in full and in a timely manner. Unpaid parking fines are escalated over time and may result in a registration hold or payroll deduction. University funds, regardless of source, may not be used to pay an individual's parking fines.
- I. Parking tickets issued for failure to display a current university parking permit shall be the responsibility of the registered owner. Registered owners shall be contacted for payment of the fines. If contact with the registered owner does not result in payment of the fines, the vehicle may be impounded if it is subsequently parked on campus. The parking regulations shall set forth the contact process and fines. Fines that cannot be collected by means set forth above may be referred to collection agencies for resolution. All fines shall be payable to the University.
- J. The administration shall establish a process by which those who have been assessed a fine for violation of parking regulations may appeal the fine. The appeals process shall be set forth in the digest of parking regulations.
- K. Campus land available for motor vehicle parking is limited. Streets which access the campus have limited capacity and excess traffic negatively impacts surrounding residential and commercial areas. The University administration

encourages students, employees, and visitors to use public transportation, car pools, or means of transportation other than a single occupant motor vehicle to commute to the campus.

- L. University funds may not be used to acquire parking permits except to provide parking for visitors and guests who are involved in official university business, or if the purchase is approved by the president. The types of permits available and the process for obtaining them shall be described in the regulations pamphlet.

IV. Questions Regarding This Policy

Refer questions regarding the application of this policy to Parking Services.

V. Contacts

Policy Owner: Questions about this Policy and any related Rules, Procedures and Guidelines should be directed to the Director of Commuter Services.

Policy Officer: Only the [Vice President for Administrative Services](#) or his/her designee has the authority to grant exceptions to this Policy.

VI. History

Editorially revised: October 11, 2011

Editorial changes were made to this document to reflect the changes in employee definitions as set forth in [Policy 5-100](#).

Approved: Academic Senate 12/2/91

Board of Trustees 12/9/91