



University of Colorado  
Colorado Springs

# Parking Regulations

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## UCCS Parking

Parking: 255-3528

Campus Police: 255-3111

[www.uccs.edu/pts](http://www.uccs.edu/pts)

**EMERGENCY: 911**

Regulations last revised on  
02/28/17  
(supersedes all previous editions)

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DRIVE SAFELY, PARK RESPONSIBLY.

Parking on the UCCS campus is a valuable resource that must be managed in order to provide adequate parking for all students, faculty, staff, and visitors. Parking Services receives its authority to create and promulgate rules and regulations from the Colorado Revised Statutes (CRS 23-5-106, 23-5-107, and 23-5-108) See section on [Authority, Objectives and Definitions](#) for further information.

# Welcome to UCCS Parking Services

We appreciate the opportunity to extend the privilege of parking on campus to our students, employees and visitors. Parking on the University of Colorado Colorado Springs (UCCS) campus, like most universities, is limited and in great demand. UCCS has ample spaces for our community, some may be more desirable than others, but there is always a place for you here at UCCS.

Our goal is to help provide and maintain a safe and secure environment where academic pursuits may flourish in accordance with the established goals of UCCS. This goal is accomplished by providing parking to the community through the management and maintenance of parking facilities and providing safe transport of our most important resource, people.

Our parking regulations help ensure a fair and orderly system for all who operate or park vehicles on our campus. These regulations also help ensure emergency vehicles and equipment to have immediate access to all campus locations. Voluntary compliance is encouraged; however, individuals who show disregard for UCCS regulations will receive appropriate action.

For an hourly/daily fee visitors may park in lots 220, level 3 (numbered stalls) visitor parking area of the Gateway Garage, and level 1 (numbered stalls) visitor parking area of the Alpine Garage. For students, staff, and faculty, valid parking permits are required to be displayed in most lots throughout campus. For permit restricted lots, permits must be displayed during the fall, spring, and summer semesters on Mondays - Thursdays from 8:00 a.m. until 10:00 p.m. and on Fridays from 8:00 a.m. until 4:00 p.m. Permits are NOT required to be displayed on weekends, between semesters, or on holidays. All other violations such as fire lanes, loading zones, handicapped spaces, etc. are enforced 24 hours a day, 365 days a year. UCCS is not responsible for loss or damage to any vehicle or its contents while parked or operated on any university property.

Free parking is also available at the ENT Center for Arts Lots located at 5225 N. Nevada Avenue and most of the adjacent parking lots throughout this area are also free. Free shuttles are provided about every 10-15 minutes to transport passengers to and from the main campus. Shuttles are in operation during the fall, spring, and summer semesters, Mon-Fri, from 6:40am to 10:35pm. UCCS also operates other on-campus shuttle routes to connect other outer perimeter lots to the main campus. All of our shuttles are equipped with wheelchair access and bike racks.

Our staff stands ready to assist you with any parking needs. Our objective is to provide the best customer service possible to every individual we serve. Please do not hesitate to call or email our office at (719) 255-3528 or [parking@uccs.edu](mailto:parking@uccs.edu) if you have any questions concerning parking-related issues.

Thank you!

Parking Services

## EMERGENCY PHONE NUMBERS

UCCS Parking Services.....	255-3528
UCCS Transportation .....	337-8017
UCCS Police Department.....	255-3111
Colorado Springs Police Department.....	444-7000
Colorado State Patrol.....	635-3581
El Paso County Sheriff's Office.....	390-5555
ON CAMPUS	
POLICE SERVICES.....	x3111
EMERGENCIES.....	x911

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## PARKING ENFORCEMENT

Parking regulations are created and promulgated primarily to ensure an orderly, safe and fair system for motorists using campus roadways and parking spaces. Campus Parking regulations apply to all persons driving and parking on the UCCS campus in the manner described in the regulations that follow. These regulations are issued supplementary to all state traffic laws. Enforcement of Parking will be provided by UCCS Parking Services and University Police. This program imposes an obligation upon faculty, staff, students, and visitors to cooperate to the fullest in complying with the Parking regulations of UCCS.

Parking Services is defined as an auxiliary department and therefore receives no state funds. This means that construction, improvement, and maintenance of all parking facilities at UCCS are financed solely through permit sales, parking fines, and visitor parking revenues. Annual revenue from parking must be sufficient to satisfy reasonable operating expenses and to repay revenue bonds sold to construct parking facilities. Parking prices may change without notice. A current list of parking fines are available at: <http://www.uccs.edu/pts/parking/everyone/parking-fines.html>.

## PARKING REGULATIONS

### *SECTION I - AUTHORITY AND OBJECTIVES*

#### **Article 1 - Authority and State Law**

##### **A. Authority of the Governing Boards CRS 23-5-106**

The governing board of any state institution of higher education is authorized to promulgate rules and regulations for the safety and welfare of students, employees, and property, and to promulgate rules and regulations deemed necessary to carry out the provisions of sections 23-5-106 to 23-5-110.

##### **B. Authority of Governing Boards (Parking) CRS 23-5-107**

The Governing Board of any state institution of higher education is authorized to promulgate rules and regulations providing for the operation and parking of vehicles upon the grounds, driveways, or roadways within the property under the control of the governing board. Such rules and regulations may include, but not be limited to, regulation of the following:

1. Assignment of parking spaces, designation of areas for parking, and regulation of the use of such spaces and areas including the assessment of charges therefore.
2. Prohibition or limitation of parking in the manner deemed necessary.
3. Removal of vehicles parked in violation of institutional rules and regulations, ordinances, or laws, by immobilization and/or towing at the expense of the violator.
4. Assessment of charges for violation of rules and regulations.

C. Governing Boards Authorized to Cede Jurisdiction for Enforcement of Traffic Laws CRS 23-5-108

The Governing Board of any state institution of higher education is authorized to institute and carry out a system of registration or vehicle identification owned or operated by its students, faculty, and staff. By rule or regulation, the Governing Board may provide for the issuance of suitable vehicle identification insignia, its proper use, and requirements for attachment to the registered vehicle. Authority is also granted to provide for the suspension of the registration and penalties, other than criminal penalties, upon suspension including, but not limited to, barring the vehicle from parking or driving on institutional property. Reasonable charges may be assessed for the registration and reinstatement upon suspension.

D. Delegation of Authority

Pursuant to Laws of the Regents—or unless otherwise expressed by the Board of Regents, the President of the University of Colorado, or the Chancellor of its Colorado Springs Campus—responsibility for the promulgation and enforcement of campus parking and traffic regulations has been delegated to Parking & Transportation Services (PTS) and the UCCS Police Department.

## Article 2 - Objectives of Parking Regulations

- A. To facilitate student, faculty and staff of the University with their parking needs by providing parking space.
- B. To protect pedestrian traffic.
- C. To protect personal and University property on campus.
- D. To assure access at all times for emergency vehicles as needed.
- E. To assure the safe flow of traffic on University property.

## Article 3 – Definitions

A. **CAMPUS:** The campus is defined as all land owned, managed, or otherwise controlled by the University, herein called “UCCS”.

B. **MOTOR VEHICLES:** Vehicle means any device, apparatus or contrivance operated as a means of transit and propelled by means other than human power. Examples include a car, truck, motorcycle, tractor, riding mower, forklift and motorized scooter (50cc or more). For the purposes of these rules and regulations, a work animal used for transit, as distinguished from a service animal, is classified as a vehicle and is subject to the requirements thereof, which as by their nature apply to an animal, including proper display of permits.

C. **STUDENTS:** Includes all persons taking undergraduate, graduate, and extended studies and conferee attending University sponsored conferences at the University of Colorado at Colorado Springs.

D. **FACULTY AND STAFF:** Includes all full-time, part-time, and lecturers (except non-benefited instructors also enrolled as students), full-time employees on regular appointment; also all full-time resident employees of cooperating agencies, research employees and hourly employees.

E. **REGULATORY SIGNS:** All traffic control signs, way finding signs, fire lane signs, parking, and mass transit signs on campus.

F. **PARKING SPACE:** a valid parking space is defined as an area designated on three sides by lines and/or posts, curbs, or other types of barriers for the explicit purpose of parking a motor vehicle. UCCS has limited amounts of painted curbs; a non-painted curb does not indicate that it is permitted to park in that area.

G. PEDESTRIAN: Pedestrian means a person whose mode of transit is ambulation or who is defined as a pedestrian under the Americans with Disabilities Act. Examples include a person walking or using a wheelchair or self-propelled wheel handicap scooter. A service animal, as distinguished from a work animal or pet, employed by a person with a disability, is granted the status of pedestrian for the purpose of these rules and regulations.

H. NON-PEDESTRIAN DEVICE: is any device, apparatus or contrivance operated as a means of transit and propelled solely by human power. Examples include bicycle, tricycle, pedal cart, velocipede, roller skate, in-line skate, skateboard and scooter.

I. DO NOT TICKET (DNT): This is a term used when an event requires parking and/or a department/group requests parking. This can include a few specific vehicles to an entire lot. It is at Parking Services discretion that such requests are approved.

J. COMPACT SPACE: Space restricted for use by only those vehicles that can fit within the established space marking, and is identified by the presence of a posted sign and/or "Compact" space marking. UCCS defines a compact vehicle as one that does not exceed 6 feet in width and 15 feet in length.

## *SECTION II – SCOPE OF REGULATIONS, PARKING PERMITS, AND GENERAL*

### **Article 1 - Scope of Regulations**

- A. Campus parking and safety regulations apply to all persons while on the UCCS campus in the manner described in the regulations that follow.
- B. No distinction is made between federal, state, city, and privately owned vehicles.
- C. University Parking regulations are issued supplementary to all state laws and select municipal ordinances: enforcement by the Parking Services staff and University Police will be adhered to at all times.
- D. The parking regulations impose an obligation upon faculty, staff, students, and visitors to cooperate to the fullest in complying with the parking/traffic regulations of UCCS.
- E. The only citations that will NOT be written during semester breaks are for permit-related offenses or expired meter violations. This enables prospective students the opportunity to come to campus and apply for admission or register for classes.
- B. 2016/2017 citation changes: Citations for the same offense can be written on the next calendar date, it is no longer 24 hours. Multiple citations can be written to a vehicle at the same time if multiple violations are present. Previously only one citation was issued; this is no longer the case.

### **Article 2 - Parking Permits**

- A. All students, faculty members, and staff members wishing to park in permit-restricted parking lots on campus must have a current parking permit displayed. Without a permit, parking is available in the visitor parking lot areas located throughout campus at an hourly/daily rate. All parking permits will have an expiration date. It is the responsibility of the purchaser to know the expiration date of their permit.
- B. Faculty, staff, students, and visitors may park at the ENT Center for the Arts, Lots (500 series), located at 5225 North Nevada Avenue for no charge and do not have to display a permit.
- C. If a semester adhesive window permit is purchased, the permit must be properly affixed by removing the protective paper and using the adhesive substance on the permit. **DO NOT** affix permits to tinted windows or over defroster wires. The permit must be placed in one of the following locations:
  - 1. On the lower corner of the rear window, driver's side.
  - 2. Driver's side, rear side window.
  - 3. Driver's side vent window.
  - 4. If above locations cannot be used, the permit may be placed on the windshield, lower corner, driver's side.

5. On motorcycles and mopeds, decal must be affixed to the front fork or in an area visible to enforcement personnel.

D. Hang-Tag Permits are interchangeable between the vehicles that you park on campus. This excludes motorcycles, they require a separate pass. For the hang-tag permit to be valid it must hang from your rearview mirror, with the color side facing the window in plain view to the enforcement officer. If you choose to purchase and use a hang-tag permit, loss or theft of your hang-tag permit will NOT justify free replacement. There is a \$25 charge to replace a lost or stolen permit.

E. Vehicles will have access to parking only in those areas designated for the type of valid permit on the vehicle. Instances of residents displaying a permit not otherwise authorized, will receive a citation.

Motorcycles are to be parked in motorcycle parking only.

F. Absent a valid campus parking permit, owners of a valid handicapped permit/plate may park in metered handicapped parking available in various lots around the campus. Please reference the campus map for exact locations. These handicapped spaces require that individuals pay the meter for the time they are parked in that space. There are also handicapped spaces at the ENT Center for the Arts lots.

The only requirement for parking in handicapped spaces at the ENT Center for the Arts 500 series lots is that the vehicle displays a valid state-issued handicapped hang tag or license plate. Parking Services does issue Z permits for those with temporary mobility issues, but these spaces are not ADA compliant.

G. Reissue of adhesive permits: If a permit-holder trades vehicles, an adhesive window permit can be reissued free of charge. This will occur only if the permit is scraped off and the scraps showing the permit number and validation are brought to the Parking Services front desk.

H. Eligible faculty and staff may purchase a campus permit without entering the student permit registration or application process. Only one may be purchased per semester. In the case of annual permits, one per year.

I. Parking for permit holders does not guarantee a parking space; parking is on a first-come, first-served basis.

J. Vehicles without valid permits displayed will be ticketed, and may be immobilized and/or towed at owner's expense for repeated permit-related violations.

**K. Exceptions and Permissions: It is entirely at the discretion of the Executive Director of Parking & Transportation Services, or their designee, to make exceptions to the parking regulations on a case by case basis. No other department, save the UCCS Police Department, can allow you to park and/or stand in an area where otherwise you would not be permitted to do so.**

### Purchasing a Parking Permit

1. Go to the Parking website: <http://www.uccs.edu/~pts/>
2. At the bottom of the page click on RESERVE your permit
3. Click on Register.
4. Go through the registration pages.
  - a. You have the option to pick up your permit from the parking office
  - b. You have the option to have it mailed to you address
5. Pick up permit or wait for it to arrive by mail.
6. Place in vehicle and park with confidence.

### Permit Options

Please note that we do sell out of permits each semester, especially commuter and 3 day passes.

- **Academic Year Commuter** (\$438): allows you to park in almost all lots except employee lots for the academic year (fall and spring semesters). Allows you to park in all 100 and 200 series lots as well as GG 1, 2, 4, 5.
- **Semester Commuter** (\$219): allows you to park in almost all lots except employee lots for the semester. Allows you to park in all 100 and 200 series lots as well as GG 1, 2, 4, 5.
- **Semester Border** (\$139): Allows parking in Boarder lots which is the 100 series lots. And 200 series lots, GG 1, 2, 4, 5 on Fridays.
- **Alpine Permit** (\$139): Allows parking in Alpine Garage only. This does not include level 1 visitor spots. \*This permit is included in Resident Student Fees.\*
- **M/W/F Permit**: (\$139) This permit allows you to park in 100 and 200 series lots as well as GG 1, 2, 4, 5 on Monday, Wednesday and Friday only.
- **T/R/F Permit**: (\$139) This permit allows you to park in 100 and 200 series lots as well as GG 1, 2, 4, 5 on Tuesday, Thursday and Friday only.
- **Evening Permit**: (\$84) This permit allows you to park in 100 and 200 series lots as well as GG 1, 2, 4, 5 AFTER 4:15pm only.
- **Friday Permit**: (\$27) This permit allows you to park in 100 and 200 series lots as well as GG 1, 2, 4, 5 on Friday only.
- **Semester Motorcycle** (\$56): This allows you to park a motorcycle in designated motorcycle spots around campus. \*This permit comes complimentary to Annual Commuter permit customers\*

### First Non-Display (FND)

- This is a courtesy policy for Student and Employees to waive their first citation for not displaying a permit. This courtesy may be used once per semester for students and a max of 3 times per academic year for employees. To take advantage of this courtesy you must have a valid permit on file for the lot that you received your citation in. You must also come to the Parking office within 10 business days of the issuance of the citation. After 10 business days this option is no longer available. This policy applies to no other violations.

According to state laws, state monies may not be used for any parking purposes on campus. This means that construction, improvement, and maintenance of all parking facilities at UCCS are financed solely through permit sales, parking fines, and visitor parking revenues. Annual revenues from parking must be sufficient to satisfy reasonable operating expenses and to repay revenue bonds sold to construct parking facilities. Parking fees may change without notice. A current list of parking fees and fines is available at <http://www.uccs.edu/pts/parking/everyone/parking-fines.html>.

**Article 3 - General Regulations.** Violation of any of the following regulations may result in a citation.

A. In the event of a mechanical failure, the owner or driver will be responsible for removal of the motor vehicle within 72 hours and must advise Parking Services immediately as to the location of the motor vehicle if broken down in a parking space. If a vehicle is broken down but not in a parking space, the driver must contact University Police immediately so that a police officer may assess the need to either remove the vehicle immediately by towing or to allow it to stay temporarily. If the owner of the broken down vehicle brings a different vehicle onto campus, it is required to pay for visitor parking for the other vehicle until the other broken down vehicle has been repaired (unless other arrangements have been made with Parking Services.)

B. Unsafe vehicles, including vehicles with expired plates.

C. Abandoned vehicles may be immobilized and/or towed and impounded in accordance with the city or state abandonment law or ordinance. Vehicles may be considered abandoned if they are not currently licensed and/or operational at all times.

D. Vehicles not properly licensed to drive in compliance with Colorado state law and vehicles not in safe or operating condition or license and registration has become invalid must be removed from campus property within 72 hours. Failure to remove said vehicle will result in a fine and/or immobilization or towing, unless prior arrangements have been made with Parking Services or University Police.

E. Motor-homes, travel trailers, storage trailers and other similar vehicles may not be parked on campus unless approved by the Executive Director of Parking & Transportation or his/her designee.

F. Sleeping in any vehicle overnight on university property is prohibited

### ***SECTION III – OFFICIALLY DESIGNATED PARKING AREAS, UNIVERSITY ROADS, LOADING DOCKS/TOW AWAY AREAS, TIME-RESTRICTED PARKING AREAS, FIRE LANES, AND REGULATION OF MOVING VEHICLES***

#### **Article 1 - Officially Designated Parking Areas**

A. Persons parking motor vehicles on campus property may not park them in open areas that are not posted for parking (see definitions: Parking Spot)

#### **Article 2 - University Roads**

A. Parking along University roadways or walkways is strictly prohibited.

B. Speeds in excess of the posted speed limit are strictly prohibited. The majority of the campus is limited to 10 mph. The speed limit in the parking garages is 5 mph. Violators may be issued a state or city traffic summons by the University Police.

#### **Article 3 - Loading Docks and Time-Restricted Parking Areas**

A. A vehicle parked in a Loading Dock/Tow Away Zone without proper authorization from Parking Services will be ticketed and/or towed.

B. A vehicle parking in a time-restricted area longer than the designated time is in violation and will be ticketed.

#### **Article 4 – Fire Lanes**

A. All entrances to all buildings are escape routes. These entrances may not be blocked for any reason.

B. Roads behind buildings are emergency roads.

C. All other fire lanes are marked with fire lane signage in accordance with the Colorado Springs' Fire Department's fire lane sign requirements.

#### **Article 5 - Regulation of Moving Vehicles**

A. The speed limit for motor vehicles in the parking garages is 5 mph and is 10 miles per hour on University roads and UCCS parking lots. Violators may be issued a state or city traffic summons by the University Police. Speeding may be enforced by radar.

B. Driving on sidewalks or service drives is prohibited except for service vehicles on official University business, driven in such a manner that would not endanger any bicycle or pedestrian traffic.

C. The driver of a vehicle shall yield the right-of-way to pedestrians.



D. Every driver of a vehicle approaching a stop sign shall stop at a clearly marked stop line; but if none, stop before entering the crosswalk, or if none, then stop at the point nearest the intersecting roadway where the driver has a view of approaching traffic.

E. Motor vehicles, including motorcycles and mopeds, shall not be driven upon any lawn, sidewalk or other area that is not designated for motor vehicle traffic. Certain University vehicles are exempted in order to facilitate their work.

F. The driver of a vehicle shall not back up into traffic the same unless such movement can be made with safety and without interfering with other traffic.

G. All drivers are subject to the laws of the State of Colorado pertaining to motor vehicles and their operation and are personally responsible for any violations/citations.

#### ***SECTION IV – PARKING VIOLATIONS, PENALTIES, AND TOWING***

MOST PARKING REGULATIONS ARE ENFORCED 24/7, ALL 52 WEEKS A YEAR. THE ONLY EXCEPTION IS A DISPLAY OF A PARKING PERMIT. PERMITS ARE ONLY REQUIRED TO BE DISPLAYED IN PERMIT RESTRICTED LOTS FROM 8A-10P, MONDAY-THURSDAY AND FROM 8AM-4PM FRIDAY DURING THE FALL, SPRING, AND SUMMER TERMS. PERMITS ARE NOT REQUIRED DURING SEMESTER BREAKS, WEEKENDS, OR HOLIDAYS OR WHEN THE UNIVERSITY IS CLOSED.

#### **Article 1 - Parking Violations**

<b>Violation</b>	<b>Fee</b>
Improper bike parking	\$25
Booting fee	\$60
Counterfeiting, altering or defacing parking permit	\$250
Improper use of hangtag	\$60
Fire Lane Violation	\$150
Incorrect Zone / Permit not valid in zone	\$20
Meter violation, time expired	\$30
Parked over posted time limit	\$30
Parked in unmarked stall	\$30
Motorcycle Violation	\$30
Compact Vehicle Violation	\$30
Handicap Violation	\$150
Parked in reserved zone/spot	\$30
Parked in Roadway	\$50
Parked Off-Road	\$30
No Valid Permit Displayed	\$30
Parking Against Traffic	\$30
Possessing/Displaying a lost/stolen permit	\$250
Loading zone violation	\$30
Snow violation	\$30
Space Violation / over-the-line	\$20
License Plate Violation	\$20
Inhibiting adjacent stall	\$50

Shared Permit Violation	\$30
LEFE Space Violation	\$20

Citation Name	Definition	Fine Amount
<b>Altered Permit/Fraud Use of Citation</b>	Vehicles displaying fraudulent permits or a citation with the intention of misleading parking enforcement are subject to cite/tow. May include the loss of driving privileges and other consequences.	\$250
<b>Improper use of Hangtags</b>	Applies to scratch daily permits when multiple days or months are scratched. Includes when no date is scratched.	\$60
<b>Possessing/Displaying a lost/stolen permit</b>	Possessing a permit reported stolen to Parking Services and/or UCCS Public Safety	\$250
<b>Parked Off-Road</b>	Driving or parking on any landscape and/or non-designated driving/parking area  * plus remuneration for damages (if applicable)	\$30
<b>Parked over posted time limit</b>	Vehicles must obey all posted time limits indicated by signage or on the space or curb.	\$30
<b>Handicap Violation</b>	Vehicles must display a valid ADA issued placard or display a DMV issued ADA license plate with current registration. Proper DMV paperwork must be kept in the vehicle for identification if requested.  No vehicle may park or block a disabled walkway or access path. Vehicles are subject to tow and additional fees.	\$150
<b>License Plate Violation</b>	All vehicles must park head-in if they do not have a front license plate, except where parallel parking is required.  A person shall not operate a motor vehicle with an affixed device or a substance that causes all or a portion of a license plate to be unreadable by a system used to automatically identify a motor vehicle. Such a device includes, without limitation, a cover that distorts angular visibility; alters the color of the plate; or is smoked, tinted, scratched, or dirty so as to impair the legibility of the license plate.	\$20
<b>Motorcycle Violation</b>	Non-motorcycles or unauthorized vehicles (golf carts, trikes, cars, trucks, etc.) may not park in a designated motorcycle parking area at any time.  Motorcycles are required to be parked in designated parking areas. Motorcycles may not park in unauthorized areas or create unmarked parking spaces. Motorcycles paying for a day permit may park in a regular vehicle stall if desired. (e.g. Level 3 of the Gateway Garage)	\$30
<b>LEFE Space Violation</b>	Not displaying a UCCS LEFE decal while parked in marked Low Emission-Fuel-Efficient space	\$20

<b>No Valid Permit Displayed</b>	All vehicles are required to have visible a permit or day pass (i.e. a specific lot/spot or License plate number.)  Permits must be easily visible from the front windshield.  500 series lots are exempt.	\$30
<b>Parked in unmarked stall</b>	Vehicles must park in valid parking areas specified by the university. Vehicles may not park in unmarked areas or areas specifically indicating no parking. Vehicles are subject to tow and additional fees. (see definitions: Parking Spot)	\$50
<b>Inhibiting adjacent stall</b>	Vehicles must park within the indicated lines specific for parking. Oversized vehicles are not an exception and will either a) need to make alternative arrangements with the Parking Office or b) park off UCCS property.	\$50
<b>Fire Lane Violation</b>	No vehicle may park, stop or stand in any area marked as a red zone or fire lane. Fire hydrants must be kept clear with a minimum of 10ft. on all sides of marked areas. Vehicles are subject to tow and additional fees.	\$150
<b>Parked in reserved zone/spot</b>	Vehicles may not park in areas marked reserved or blocked for an event without proper authorization. Vehicles are subject to tow and additional fees.	\$50
<b>Improper Bike Parking</b>	Bicycles must be secured to designated bike racks only	\$25
<b>Shared Permit Violation</b>	Only one vehicle per permit may be parked on campus at a time. Additional vehicles must pay the daily visitor rates.	\$30
<b>Compact Vehicle Violation</b>	Exceeding the width and/or length limits in marked compact spaces.	\$30
<b>Loading Zone Violation</b>	Vehicles may not park, stop or stand in any area marked as a loading zone. Violators are subject to cite/tow at the owner's expense- (Loading Zone permit holders are exempt). Limit 1 hour w/ loading zone permit	\$30
<b>Incorrect Zone / Permit not valid in zone</b>	All vehicles must park in their assigned lot(s).	\$20
<b>Snow Parking Violation</b>	Snow parking violation will be assessed when a vehicle is parked on snow that results in any wheel to be elevated above the surface. (5 or more inches.)	\$30

## Article 2 - Penalties for Parking and Violations

A. Moving Violations: State or city summons may be issued for moving violations.

B. Vehicles may be towed or booted for any violation listed in these regulations that cause a safety hazard or obstruct traffic/university business and/or for any accumulation of \$100 or more in past-due parking fines. The accumulated fines and the resulting tow or booting fees shall be reconciled before the vehicle is released. Failure to respond to citations in the amount of \$100 or more will be deemed a waiver of any right to notice or hearing before the vehicle is booted. The university contracts with a private firm for towing and impounding of motor vehicles.

C. It is at the discretion of parking services that after a minimum of three (3) business days, immobilized vehicle maybe towed to impound at the owners expense.

The vehicle may be released from impoundment or boot if the driver meets all the following conditions:

- a. Payment of all outstanding university citations at Parking Services.
- b. Payment of the \$50 Boot fee.

## Article 3 – Answering a Violation Notice

### PAYMENT

The fine must be paid within ten (10) business days of the issuance of the notice. Failure to respond to your charges within ten (10) business days from the date of your ticket will result in the loss of the individual's opportunity to appeal the citation and the individual loses the right to have the fee reduced by ten dollars. The amount of the fine will be reduced by \$10.00 if payment is received within ten (10) business days of the ticket and the ticket has not been appealed.

### CITATION APPEALS

The parking citation appeal process is intended to provide an objective forum for the presentation of factual exculpatory information regarding the receipt of a parking citation. Information presented by the appellant must be relevant and substantive: (if a violation occurred for only a short period of time, by itself, is not enough to substantiate a citation appeal).

#### Appeals:

Citations issued pursuant to these regulations may be appealed subject to the requirements described below:

- a. Appeals must be filed before the closing of the PTS office on the 10th business day after the date of the issuance of the citation. By failing to file your appeal within ten (10) business days you have waived your right to appeal.
- b. Appeal filings must be made in writing on the prescribed form available at the PTS office or by requesting an e-form from [parking@uccs.edu](mailto:parking@uccs.edu)
- c. Appeal filings must contain all of the relevant and substantive information the petitioner wishes to have considered during the appeals review(s), and the information presented must fit within the criteria for appeals as defined in the section below.
- d. Upon receipt of an appeal filing by the PTS office, citation penalty fine assessments against the unpaid citation fine balance are stayed until an appeal ruling is made.

### 3. Levels of Appeal

#### Level 1- Written/Online appeals

- a. Written appeals are first reviewed by the UCCS Parking Manager or their designee.
  1. Appeals approved will be of such a nature of clerical error or known circumstance at the time of the violation.
  2. Appeals denied will be those that evidence can be produced through photos, logs and/or electronic systems in accordance with these regulations.
- b. If the Parking Manager feels that there are questionable circumstances, swaying evidence or some point that could be left up to interpretation, they will refer the appeal to PTAB.
- c. If your appeal is denied by the Parking Manager you still qualify for the early discount if you choose to pay the citation. If you choose to escalate to a second-level appeal you waive the early pay discount.
- d. If denied by the Parking Manager you can choose to do an in-person appeal or have your current written appeal forwarded to PTAB. The appearance date MUST be within thirty (30) days of the date of the ticket.

#### Level 2-In-Person appeals

Jurisdiction: The Parking Appeals Board shall have jurisdiction in the following areas:

1. All parking citations issued by UCCS entity: (Parking Enforcement and/or UCCS Public Safety)
  - a. Your appeal before the Board is limited to three minutes.
  - b. You may bring witnesses who have relevant information regarding the specific alleged violation.

- c. You must represent yourself before the board. You may not appoint another (except legal counsel) to represent you.
- d. By appearing in front of the Appeals Board you are agreeing to be bound by their decision.

Appeals are heard by a confidential committee comprised of faculty, staff, and students who have NO connection to Parking Services or UCCS Public Safety. All decisions this board makes are final and may not be further appealed.

The Board may decide as follows:

- Appeal upheld: No violation of traffic regulations has been determined in which case the citation shall be waived.
  - Appeal denied: A violation has been upheld.
  - Appeal denied in part: A violation of a traffic regulation has been upheld, but extenuating circumstances, in the board's opinion, warrant a reduction in the amount or type of the fine.
  - Appeal placed on hold: This allows the Parking Manager to return to the PTAB or vice versa for guidance and ruling.
2. By filing an appeal the individual writing the appeal agrees to follow the ruling of the Board. The ruling of the UCCS Appeals Board is final and binding. Additional appeals are not permitted.
  3. The Appeals Board and /or the Parking Manager may dismiss an appeal if it aggressive, threatening, derogatory and/or contains foul language.
  4. Each appeal, citation and administrative review is handled on a case by case basis. The result of one appeal is not justification for appeals of similar offenses. Appellant's identity is not revealed during the written appeals process, thus drivers are anonymous.

#### 4. Appeal Criteria: Reasons you can appeal a citation

- a. You have substantial and valid evidence that the parking violation was not committed.
- b. Though the violation charged was committed, you have substantial and valid evidence that it occurred due to circumstances beyond your control- (for the purposes of this section, neither the fact that the parking violation was of short duration, nor the fact that all the designated parking spaces in an area were occupied at the time of the citation, is by itself not sufficient grounds for appeal-).
- c. The violation occurred under circumstances where the appellant believed he or she was not committing a violation, and where a reasonable and prudent person under the same or similar circumstances would have acted in the same manner as the appellant (for the purposes of this section, neither the fact that the parking violation was of short duration, nor the fact that all the designated parking spaces in an area were occupied at the time of the citation, is, by itself not sufficient grounds for appeal).
- d. It is the responsibility of the appellant to provide evidence sufficient to justify the upholding of an appeal based upon sections (a), (b), or (c) above.

e. Appeals filed for the following reasons will not be considered and will be immediately rejected:

1. I don't agree with or I don't know the regulations.
2. I couldn't find space in my assigned parking lot(s).
3. I have been parking this way for a long time and have never received a citation until now.
4. I was late for a class/meeting or my class/meeting ran late.
5. I can't afford to pay the citation fine.
6. "Someone" told me to park there.
7. I was only in violation for a short time.

8. I didn't see the sign.
9. I parked in an ADA space and do not own a valid ADA placard or plate.
10. I forgot to pay.

e. An admission of guilt or responsibility in your written appeal will result in an automatic denial of your appeal.

f. Claiming financial hardship is not a reason for a citation to be overturned

## 5. Fine Assessment, Frivolous and Groundless Appeals

- a. During board hearing, parking citation appellants must present information consistent with the appeal application criteria.
- b. The board may determine upon review that the information provided by an appellant during appeal fails to meet the criteria.

## 6. Failure to Appear

Once your appeal date is scheduled, you may reschedule only once and only if you contact Parking Services at least 24 hours PRIOR to the original appearance date/time. Failure to appear before the appeals board at the scheduled time without notifying the PTS office 24 hours before your appeal date/time will result in the automatic and final denial of your appeal.

## 7. Board Rulings

- A. The ruling of the Appeals Board is final and binding. No other appeal is possible.
- B. The Board's decision will be mailed or emailed within 10 business days.

## 8. Article 1 – Billing

- A. Owner liability - Unless a vehicle can be traced to a registered student attending the UCCS, the registered owner of the vehicle is financially responsible for all parking violations.
- B. Registered owners who sell a vehicle must remove their license plates from the said vehicle. Failure to do so may result in the owner of the license plate incurring financial responsibility for parking violations.
- C. Responsibility of enrolled students - Fines may be assessed to a student's University account if any of the following conditions exist:
  1. The student is the registered owner of the vehicle.
  2. The student is the registered owner of a parking permit displayed in the vehicle.
  3. The address of the registered owner matches any address of the student in the University's Student Information System.
  4. The registered owner is listed as the next of kin for the student in the University's Student Information System or on any registration documents.Placement of a parking fine on a student's University account may result in the placement of a financial stop on the account which impacts the student's ability to register for classes, obtain grades, obtain transcripts, or graduate.
- D. All unpaid parking tickets not placed on an enrolled student's university account shall be forwarded to a Collection Service.

## DUTY TO ANSWER TICKET

Any student, visitor, guest, or University employee, whether faculty or staff, full-time or part-time, is required to report to Parking Services before the tenth business day after date of issuance of a parking, traffic, or safety violation notice. FAILURE TO RESPOND EITHER BY APPEAL OR BY PAYMENT OF LATE FINES (\$100.00 or more) CONSTITUTES GROUNDS FOR IMMOBILIZATION AND/OR TOW OF THE VEHICLE AND IMPOSITION OF THE RESULTING BOOT CHARGES OR TOWING AND STORING CHARGES BEFORE THE VEHICLE WILL BE RELEASED. SUCH FAILURE TO RESPOND TO THESE CITATIONS WILL BE DEEMED A WAIVER OF ANY RIGHT TO NOTICE OR A HEARING BEFORE THE VEHICLE IS IMMOBILIZED OR IMPOUNDED.

**It is at the discretion of parking services that after a minimum of three (3) business days, immobilized vehicle maybe towed to impound at the owners expense.**

## EXTENDED STUDIES CLASSES, CONFERENCES, SEMINARS, WORKSHOPS

Attendees paying a registration/tuition fee to participate in Continuing Education Classes, conferences, seminars, workshops, etc., may park at the ENT Center for the Arts lots and ride our shuttle buses to campus or may park and pay in or visitor/guest parking lots. Conference coordinators are encouraged to contact Event Services at [Events@UCCS.edu](mailto:Events@UCCS.edu) prior to planning an event to arrange parking.

## GUEST/VISITORS

Parking Services definition of a guest/visitor to UCCS is “anyone who is not a current UCCS student, staff, or faculty, regardless of whether part-time or full-time.” Guests/Visitors to campus who have been invited by a department may contact the Department that invited them to campus to see if they qualify for free parking. Since departments are charged back the parking fee for their Guests/Visitors, free parking may not always be available or granted from departments. For those Guests/Visitors that are required to pay their own parking fees, UCCS Parking Services offers several visitor pay-for-parking lots/areas and visitor pay meters throughout the main campus. Please visit <http://www.uccs.edu/pts/parking/visitor-parking.html> for further information.

**In some cases, visitors can have their citation reduced for their first citation to \$10, this applies only to non-display of a permit violation.**

## APPROVAL OF AND/OR REVISIONS TO REGULATIONS

These regulations are approved by the Parking & Transportation Advisory Board (PTAB) of the University. This board is a joint organization of students, faculty, and staff. The university reserves the right to change these regulations as necessary. University administration or the Board of Regents may change the parking permit fees at their discretion.

Current regulations will always be available at: <http://www.uccs.edu/pts/parking/everyone.html>

## NOTICE

The University shall have no responsibility for loss or damage to any vehicle or its contents.

Parking Safety

Keep your vehicle in good mechanical condition to avoid breakdowns.

The maintenance of lighting on campus is a priority to the University; report malfunctioning lights and always park in well-lit areas.

Use common sense; lock your doors and roll windows up when parked.

Keep valuable items locked in your trunk and out of sight while parked.

If you have opted not to purchase a permit, please be respectful of your fellow UCCS community members that have and do not park your vehicle in permitted lots on campus while enforcement is active.

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## SECTION V –REGULATIONS FOR SKATEBOARDS, IN-LINE SKATES, ROLLER SKATES, ROLLER-SKI, BICYCLES AND PEDESTRIAN TRAFFIC

### Article I - Skateboards, In-Line Skates, Roller Skates and Roller- Ski

#### A. DEFINITIONS:

1. "SKATE" implies: Any apparatus consisting of a shoe mounted on wheels that is used for the purpose of gliding over sidewalks or other surfaces, under human or motorized propulsion, and includes roller-skates and in-line skates.
2. "SKATEBOARD" implies: any apparatus consisting of a footrest mounted on wheels that is used for the purpose of gliding over sidewalks or other surfaces, under human or motorized propulsion, and includes skateboards and roller-skis.
3. "SKATING" implies: gliding a skateboard or skates over sidewalks and other surfaces and for the purpose of the UCCS Parking and regulations and enforcement, includes any aerial or acrobatic maneuvers performed while skating.
4. "ACROBATIC" skating occurs when: all wheels of a skateboard, or both skates, are simultaneously out of contact with the ground during skating. This definition excludes skateboards or skates that are being carried or are motionless.
5. "RECKLESS" skating occurs when: a significant risk of injury to another person or damage to another person's property is created by skating, or when activity disrupts university operations.

#### B. REGULATIONS:

##### 1. SKATEBOARDS, IN-LINE SKATES, ROLLER-SKATES, ROLLER-SKIS:

- a. The use of skateboards, in-line skates, roller-skates, and roller-skis at UCCS is prohibited throughout campus parking lots, inside parking garages and buildings, and all other areas posted by signs. Violators may be issued a citation for failure to comply with regulations.
- b. This section augments the existing Parking and regulations regarding observance of skateboard, in-line skates, roller-skates, and roller-ski operation.
- c. Acrobatic skating is prohibited on any part of UCCS owned or leased property. Violations regarding acrobatic skating will be strictly enforced.



### C. ENFORCEMENT OF REGULATIONS:

1. Persons contacted in violation of these regulations may be issued a citation with a \$50.00 fine.
2. Violation of these regulations may also result in impounding of a skating device (for no longer than necessary) to determine identity of the user and/or to facilitate contact with a parent in the case of a juvenile violator.

### Article 2 - Pedestrian Traffic

- A. Pedestrians shall not unnecessarily interfere with motor vehicle traffic on campus in areas designated for motor vehicle traffic.
- B. Pedestrians walking along a roadway or street where sidewalks are not provided shall walk on the left side of the roadway or street facing approaching traffic.

### Article 3 - Bicycle Regulations and Registration

#### INTRODUCTION

The purpose of the UCCS Bicycle Program is to promote an environment in which bicycles, pedestrians, and motor vehicles can safely co-exist. Bicycles are an efficient, enjoyable, and environmentally sound way to travel on campus, and we encourage the safe and courteous use of bicycles.

The following is provided to inform bicycle riders of important information regarding bicycle use at UCCS:

- A. SCOPE OF REGULATIONS UCCS Bicycle Regulations supplement all state laws (herein referred to as CRS). These Bicycle Regulations are in effect at all times and apply to all persons while on the UCCS campus. Faculty, staff, students and visitors are subject to University violation notices that may result in an appearance before the Parking and Advisory Board (PTAB).
- B. GRANTING AUTHORITY CRS 23-5-106 gives the governing board of any state institution of higher education the authority to promulgate rules and regulations for the safety and welfare of students, employees and property. CRS 23-5-107 gives the governing board of any state institution of higher education the authority to promulgate rules and regulations providing for the operation and parking of vehicles upon the grounds, driveways, or roadways within the property under the control of the governing board.

#### C. DEFINITIONS

1. Bicycle means any device propelled solely by human power upon which a person can ride, which may have one or more wheels. CRS classifies a bicycle as a vehicle.
2. Skateboard means any device consisting of a footrest mounted on wheels less than fourteen inches (14") in diameter, upon which a person may ride, that is propelled solely by human power. This includes roller skates, in-line skates (rollerblades) and scooters.
3. Bicycle License means the uniquely numbered adhesive sticker obtained from UCCS Parking Services and supplied as evidence of bicycle registration.
4. Bicycle Path means a separate path, trail or portion of a sidewalk completely separated from the roadway, used primarily for bicycles.
5. Sidewalk means a pathway constructed primarily for use by pedestrians.
6. Visitor includes all persons not classified as faculty, staff or students of UCCS.
7. Pedestrian is any person afoot, or any person with mobility impairment who may need a mechanical device for .
8. Police Bicycle is a bicycle with special equipment operated by a police officer which may be exempt from Parking and regulations.

9. UCCS Business Day is a day the University is open for business even though classes may not be scheduled.
10. UCCS Parking Ticket is the printed form completed by the University Police Officer or Parking Services employee that serves notice and information to a person alleged to have committed a violation of these Bicycle Regulations.
11. Acrobatic Bicycling is riding when both wheels of the bicycle are simultaneously out of contact with the ground.
12. Reckless Bicycling occurs when significant risk of injury to another person or damage to another person's property is created by bicycling, or when bicycling activity disrupts University operations.

#### D. BICYCLE REGISTRATION

1. **REGISTRATION REQUIRED** All bicycles ridden or parked on the UCCS campus must be registered with UCCS Parking Services. An exception will be made for bicyclists who are visitors to campus. The registration decal will also be known as a bicycle (or bike) license, which is valid for as long as the bike is owned by the registered owner.
2. **COST** Registration is free of charge. The cost of registration is subject to change by approval of the Executive Director of Parking Services.
3. **TRANSFER OF REGISTRATION** If ownership of a registered bicycle changes, the new owner is to notify Parking Services if they are a faculty, staff or student at UCCS. Registrations are not transferable and the new owner must register the bicycle under their name. The new (or previous) owner must also insure that an old bicycle license has been removed when possession of the bicycle has changed. Only one UCCS bike license can be affixed to any bicycle at one time. If a bicycle is stolen, lost or destroyed the owner should notify Parking Services so that a notation can be made on the registration form. If the bicycle is stolen it is highly recommended that the owner make a police report.
4. **REGISTRATION FORM** The registration form provided by UCCS Parking Services should be completed with all information requested. The serial number of the bicycle must be recorded. If the bicycle does not have a serial number it is the responsibility of the registrant to select a unique number and have it inscribed on the frame. The UCCS Police Department has an engraver which can be used for this purpose.
5. **LICENSE ATTACHMENT** The bicycle license decal is provided with an adhesive backing to be attached to the main frame on the center post (seat post) of the bicycle. The license is to be affixed so that it is clearly visible.

#### E. MOVING REGULATIONS

1. **MOTOR VEHICLE TRAFFIC LAWS APPLY** Every person riding a bicycle is required to obey the same applicable traffic regulations as the driver of an automobile including those set aside specifically for bicycles. Bicyclists are also required to obey all traffic control devices specific to this campus.
2. **PEDESTRIAN RIGHT-OF-WAY** Pedestrians have the right-of-way on all sidewalks and crosswalks. Bicyclists must give an audible signal before overtaking a pedestrian. An audible signal can be a bell, horn or voice, anything to alert a pedestrian of an approaching bicycle or skateboard and their direction.
3. **SPEED LIMITS** Bicyclists will obey the posted speed limits on campus. When riding on a bicycle path or other area shared with pedestrians, a bicyclist will not exceed a speed that is reasonable and prudent with respect to visibility, traffic, weather and surface conditions. Their speed will be less than 10 miles per hour.
4. **RIDING PROHIBITED** Bicyclists will use roadways, bicycle lanes and paths and other maintained ways, unless otherwise posted, and will not infringe upon landscaped areas or any other areas that are under cultivation. This includes benches, stairs, or other architectural

components. Bicyclists will not ride on those sidewalks that are adjacent to streets, unless posted otherwise. Other sidewalks may be used providing that bicyclists yield right-of-way to pedestrians. Bicyclists will dismount on any sidewalk where riding is impractical due to heavy pedestrian use or other conflict.

5. RIDING AT NIGHT When riding at night (30 minutes after sunset, continuing to 30 minutes prior to sunrise), anywhere on campus, bicycles will be equipped with a light that is visible for a distance of 500 feet to the front and a reflector that is visible from 600 feet to the rear in the lower beams of an approaching car.
6. POLICE BICYCLES A police bicycle may be used to respond to emergencies or pursue violators. In those circumstances officers are exempt from the provisions set forth in these regulations except that they must use due regard for the safety of others (consistent with CRS 42-4-106) and give audible signals to alert others while exercising these privileges when appropriate.

## F. BICYCLE PARKING REGULATIONS

1. PARKING PERMITTED Bicycles will be parked only at bicycle racks or other approved bicycle parking areas. In order to promote security, bicycles should be locked to the rack. The use of bicycle racks is on a "first come, first served" basis. Registration of a bicycle does not guarantee a space in a bicycle rack. Police bicycles may be parked in violation of regulations to allow officers quick response to calls/circumstances.
2. PARKING PROHIBITED Bicycles will not be parked in any University building with the exception of police bicycles when warranted by circumstances. The following areas are not to be used for bicycle parking; landscaped areas or areas under cultivation, service driveways, building entrances, driveways, bikeways, walkways, ramps or any other passageway to which emergency equipment, wheelchairs, pedestrians or service equipment may need access.
3. The following objects are not to be used for bicycle parking; trees, light poles, plants, signs, fences, railings, posts, fire hydrants, buildings or other objects either living or artificial other than bicycle racks.
4. ABANDONMENT A bicycle will be considered abandoned if it has not been moved after seven (7) days, and will be subject to impoundment.
5. IMPOUNDMENT/SAFEKEEPING Violations of UCCS Bicycle Regulations that create a special need for very prompt action, such as violations involving a danger to life, health, or safety, may also result in the safekeeping/impoundment of the offending bicycle.
  - a. When a bicycle is abandoned, found or is in violation of UCCS Bicycle Regulations, any University police officer, Parking Services employee, or other person authorized by the Executive Director of Parking Services, may remove the lock or securing mechanism, if necessary, and impound or provide safekeeping of the bicycle. Whenever practical a bicycle that is in violation of UCCS Bicycle Regulation will be "field impounded" (locked to a rack at the location).
  - b. UCCS Public Safety or Parking Services will use reasonable efforts to contact the owner of any impounded bicycle by written notice to the registered owner of the bicycle as shown by the UCCS Parking Services registration records. It will also be run through the National Crime Information Center (NCIC) records to check if bicycle has been reported as stolen.
  - c. The impoundment of a bicycle and any resulting fines or fees, may be appealed using the procedures set forth in Article VII, (B) of these regulations for the handling of a UCCS Ticket. Any such appeal shall address the question of whether the underlying violation on which the impoundment was based created a special need for very prompt action. Such an appeal may address, in addition to the impoundment of the bicycle, the underlying violation on which the impoundment was based. If it is determined that the impoundment was not warranted by the underlying violation (because it did not create a special need for very prompt action as set forth above), the costs of storage shall be waived.
  - d. LIABILITY/TAMPERING UCCS will not be liable to the owner of the bicycle or owner of the lock/securing mechanism for the cost of repair or replacement of any property caused as

a result of safekeeping/impoundment. Tampering with a bicycle (and/or Police Department lock) that has been impounded may subject the owner or other person to additional sanctions, including criminal charges.

- e. RELEASE The release of an impounded bicycle requires a person to:
  - Provide proof of ownership,
  - Pay impound and violation fees (Fines/Fees-Section G),
  - Pay any outstanding violation notices,
  - Register the bicycle (if necessary).

Impounded bicycles will be held for a minimum of 30 days before being sent to a non-profit organization. A reasonable attempt will be made to contact the owner during this time. Severely damaged or inoperable bicycles will be disposed of within thirty (30) days.

G. VIOLATIONS/FINES/FEES Violation of any UCCS Bicycle Regulation may result in the issuance of a UCCS Parking Ticket to the owner and/or operator of a bicycle on the UCCS campus.

1. SAFETY VIOLATIONS The following actions are considered to be safety violations and subject the violator to a \$20.00 fine;
  - a. Failure to obey traffic control device (to wit: STOP - Do Not Enter)
  - b. Rode the wrong way on a one way street or zone
  - c. Rode without lighting equipment
  - d. Riding double (single seat bicycle)
  - e. Failed to yield right-of-way
  - f. Failed to signal
  - g. Clinging to moving vehicle
  - h. Riding on/in a landscaped area
  - i. Riding on a sidewalk as described in Section E(4)
  - j. Acrobatic/Reckless bicycle riding.

Other moving violations, as defined by CRS, are considered safety violations as well and may be cited by the officer. More than one safety (and/or parking) violation may be cited on the same ticket.

2. ACCIDENTS All traffic accidents involving a bicycle are subject to a police investigation if required by law. Bicyclists may be subject to a state or city summons in these cases.
3. PARKING VIOLATIONS The following actions are considered to be parking violations and subject the violator to a \$20.00 fine;
  - a. Operated or parked without a required license
  - b. Parked in a University building or other no parking area as described in Section F(2).
4. OTHER VIOLATIONS
  - a. Attached bicycle to a handicap ramp/access way - \$20.00 fine.
  - b. Provided false information/identification - \$20.00 fine.
5. OTHER SANCTIONS In addition to the issuance of a UCCS Ticket, violators may also be referred for appropriate University discipline within their constituency groups for repeated violations, personal conduct or other issues of concern.
6. OTHER FEES
  - a. Impounded Bikes - \$20.00
  - b. Lock Cuts - \$20.00
7. FINE/FEE SCHEDULES Fines for violations of bicycle regulations were established on November 15, 2002, recommended by the Parking & Transportation Advisory Board (PTAB) on December 12, 2002 and implemented by the UCCS Chief of Police on December 12, 2002. Changes to the fine schedule can only be authorized by the Executive Director of Parking & Transportation or UCCS Chief of Police.

Fees for Police Department services are set by the UCCS Chief of Police. Impound fees include storage charges and a fee for removing a lock or securing mechanism. 3.13.17 fines were reduced to \$20 each by Parking Services.

## FREQUENTLY ASKED QUESTIONS

- When are parking permits enforced?
  - Permits violations are enforced Mondays – Thursdays from 8a – 10p, and Fridays from 8a – 4p. Permits are not required to be displayed on weekends, holidays, and during semester breaks. All other regulations are enforced 24 hours a day, 7 days a week.
- Is there a grace period?
  - No, online and mailing options are available to purchase your permit ahead of the semester start. Additionally the parking office is open the Saturday before each semester starts.
- Is it true that your first citation gets waived?
  - Yes and No. A citation issued for failure to display permit is waived if and only if a permit has been already purchased for the semester. It is called a “First non-display” (FND). It will need to be brought to the parking office within the first 10 business days.
- What happens if I don't pay my citation?
  - If you are a student it will be applied to your student account, which if unpaid can prevent transcripts, graduation and registration. If you are not a student your citation will be sent into collections.
- Is there free parking anywhere?
  - Yes, UCCS does have approximately 1200 free spaces in 500 series lots around the areas of 5225 N. Nevada Avenue for folks to park then ride the free UCCS shuttle up to campus.

## Addendum 1

### UCCS PARKING RULES FOR ON-CAMPUS MAINTENANCE AND CONSTRUCTION PROJECTS

To minimize any misunderstandings concerning parking at UCCS, the UCCS Parking Office would like to take the opportunity to inform you of why we must charge for parking, parking for facilities services personnel, parking for service vendors, and parking for construction projects.

Why we charge for parking: Colorado Commission on Higher Education prohibits use of state funds for parking facilities. Funding from permit holders, visitor revenues and parking fines must be sufficient to satisfy operating costs as well as maintenance and construction of parking facilities.

### GENERAL INFORMATION ON WHEN A PARKING PERMIT IS AND IS NOT REQUIRED ON CAMPUS

In order to park on the main campus in permit restricted lots, a valid permit must be displayed during the following times:

Fall, Spring, and Summer semesters during Mondays – Thursdays from 8am to 10pm, and on Fridays from 8am to 4pm.

Any vehicle may park for free in permit restricted lots on weekends, state holidays, and between semesters and do not need to display a permit. However, we still ticket for illegally parking in handicapped spaces, fire lanes,

roadways, loading zones for longer than time allotted, and other restricted parking areas 24 hours a day, 7 days a week, 365 days per year.

## **PARKING FOR FACILITIES SERVICES MARKED STATE VEHICLES**

Facilities Services state vehicles must follow the parking rules and regulations as much as possible. However, we understand that facilities services vehicles need to have access to buildings in order to provide the service expected by the University. There also needs to be some restrictions to ensure safety of individuals and buildings on UCCS property. To this end, please do not park in fire lanes or handicapped zones. Please do not block doorways, and keep travel on sidewalks by vehicles to the very minimum required to get the job done.

In addition, we are particularly concerned about high pedestrian traffic areas that we see a lot of vehicle traffic. Some examples include but are not limited to the pedestrian spine all the way from Dwire Hall to Columbine Hall, the pedestrian spine between housing, the loading and dumpster area behind the University Center and the roadway behind Dwire Hall. Please try and limit vehicular travel in these areas as well.

## **PARKING FOR UNIVERSITY EMPLOYEE PRIVATELY OWNED VEHICLES (POV's)**

A permit is required to be displayed for all privately owned/unmarked vehicles in permit restricted lots. Employees who park their privately owned vehicles in violation of loading zones longer than allotted time, fire lanes, handicapped without handicapped permit, roadways, natural grass areas, and other special reserved or restricted areas are subject to ticketing. We enforce reserved areas 24 hours a day, all 365 days per year. In accordance with Colorado Fiscal Rules and University Policy, departmental funds may not be used to void an employee's parking ticket or to purchase parking permits for employees.

## **PARKING FOR MARKED VENDOR SERVICE VEHICLES**

1. Campus departments may use the following parking areas on campus for parking of MARKED vendor service vehicles that need to be close to the building the vendor will be doing work in. Vendors are defined as individuals who service University equipment. Examples of marked vendor service vehicles are a) Berwick Electrical marked truck, b) ThyssenKrupp Elevator marked vehicle and c) Olsen Plumbing and Heating marked vehicle. The only way this program will work is if Parking Enforcement personnel can quickly identify the owner of the vehicle and find them inside the building in case the vehicle must be moved. A vendor permit is not required to be displayed to park in these areas as long as the driver of the marked service vehicle is working inside the corresponding building.

a. Main Hall: park on the northwest side of Main Hall, behind the building in the area marked "authorized vehicles only". Please park within the designated lines.

b. Dwire Hall: park on the northwest side of Main Hall, behind the building in the area marked "authorized vehicles only".

c. Engineering Building: Park in front of the nitrogen tank in the area marked "no parking," at the loading dock, or in one of the four spaces reserved for UCCS Facilities vehicles. OCCUPANT of vehicle MUST BE IN the ENGINEERING BUILDING.

d. University Center: Park in hashed out area along roadway directly in front (south) of the building or in the loading dock on the north side of the building.

e. Columbine Hall: Park on outer edge of pedestrian spine leaving at least 12 feet for a fire truck to pass by or in the loading dock on the southwest corner of the building.

- f. El Pomar Center: Park in the loading dock area south of the tunnel. DO NOT block the far left Library loading dock or the far right Bookstore loading dock.
- g. Centennial Hall: Park in the area near the upper level east exit (northeast corner of building).
- h. Campus Services Building: Park in the loading dock area or in one of the spaces reserved for UCCS Facilities vehicles.
- i. University Hall: Park in the front loading dock (faces north).
- j. Osborne: Park in the loading dock area at the northwest corner of the building. Do not park in the marked fire lane adjacent to the loading dock.
- k. Academic Office Building: Park in the Facilities reserved space in lot 228.

2. Marked vendor service vehicles parked in other reserved areas (such as fire lanes, handicapped, and natural grass areas, etc) are subject to ticketing. If a vendor vehicle needs to be in an area other than areas mentioned above, prior permission must be obtained from the UCCS Parking Office. Tickets issued to marked vendor vehicles which did not park in an approved area will not be voided.

### **PARKING FOR UNMARKED VENDOR SERVICE VEHICLES**

Vendors who drive unmarked vendor service vehicles may request a free vendor permit to display on their rearview mirror while parked on campus. This vendor permit will allow the unmarked vehicle to be parked in time-restricted parking spaces and loading docks for up to one hour. If no time-restricted parking space or loading dock is available, or the vendor will need to be on campus longer than one hour, they may also park in permit restricted lots by displaying the vendor permit. To request a vendor permit, the request must be made in writing, on company letterhead, and must state exactly to whom the permit(s) will be issued. Vendor permits will not be issued to anyone who is a current employee or student at any of the University of Colorado campuses. As with marked vendor vehicles, unmarked vendor vehicles are also defined as individuals who are on campus to service University equipment and need to be close to the building they will be doing work in. Vendor permits will not be issued to individuals/companies that are not on campus to service existing university equipment such as sales persons, construction contractors or subcontractors for new facility construction projects, etc. Those not eligible for vendor permits have the option to park in one of the visitor lots on campus and pay the hourly or daily parking fee.

### **PARKING FOR MAINTENANCE PROJECTS & SMALL RENOVATION PROJECTS**

a. Generally, parking on the main campus in permit restricted lots is not available during the fall and spring semesters as all these lots are full with vehicles of students, staff, and faculty who have purchased parking permits. Therefore, maintenance projects and small renovations should, as much as possible, be scheduled during the summer months when parking is more available. If possible, the UCCS Parking Office will work with campus departments to find available parking for maintenance projects and small renovations. However, students, staff, and faculty who have purchased permits should never be displaced out of lots due to these small projects. If permit restricted parking happens to be available during a fall or spring semester, the UCCS Parking Office may sell a limited number of permits using the same fee structure as it charges UCCS staff to park in permit restricted lots. Contractors for maintenance projects and small renovation projects without permits also have the option to park in one of the visitor lots on campus and pay the hourly or daily parking fee.

Maintenance and small renovation projects that must occur during fall and spring terms should be scheduled for Fridays during the fall and spring terms when possible as there is usually available parking. Free Friday permits

may be issued by the UCCS Parking Office for construction vehicles and POV's belonging to external contractors who are working on these maintenance and small renovation projects. These permits may only be requested by the Executive Director of Planning, Design & Construction or the Executive Director of Physical Plant and the request must be made in writing to the Parking Manager at parking@uccs.edu.

b. The UCCS Parking Office will provide, free of charge, parking during the summer term for maintenance and small renovation projects. This parking will be made available via a summer temporary hangtag. The hangtags may be requested only by the Director/Executive Director of the UCCS department responsible for the project and the request must be made in writing to the Parking Manager at parking@uccs.edu. Free summer permits may be issued for both construction vehicles and for POV's owned by the construction workers.

c. The campus department(s) responsible for the maintenance or small renovation project is responsible for communication of parking regulations to all contractors and other external maintenance workers who are working on these small projects. No permits will be issued which will allow a contractor to park in a fire lane, handicapped or other reserved space. Tickets issued for violations are the responsibility of the vehicle owner/driver and will not be voided.

## **PARKING FOR NEW CONSTRUCTION/REMODEL PROJECTS**

Parking for construction/remodel projects is more flexible during the summer, May through the beginning of August each year, and during the breaks between semesters. There is generally no flexibility during the fall and spring semesters. Thus:

Parking during Fall and Spring semesters: All construction vehicles and POV's must be parked within pre-approved staging areas. Under no conditions will we displace permit holders, so during fall and spring terms we will generally not issue parking permits. Drivers of construction vehicles and POV's also have the option during the fall and spring semesters to park in one of the visitor lots and pay the hourly or daily parking fee. If permit restricted parking happens to be available, the UCCS Parking Office may sell a limited number of permits using the same fee structure as we charge UCCS staff to park in permit restricted lots. We will not block off parking spaces for construction projects outside of the allocated staging area. We ticket handicapped, loading zones, fire lanes, and other restricted parking areas 24 hours a day, 7 days a week. Parking tickets may be paid or appealed at the UCCS Parking Office located at the east end, and adjacent to the Parkway Garage (first floor). The UCCS department responsible for the project may also choose to pay the ticket as well, as long as the person who received the ticket is not a current UCCS staff or faculty member.

Parking during Summer semesters: Construction vehicles and POV's may be parked within pre-approved construction staging areas. During summer terms only, construction vehicles and POV's may also purchase permits to park in permit restricted lots. These Summer permits will be sold at the same fee structure as we charge UCCS staff to park in permit restricted lots during the summer semester. Construction vehicles and POV's parked outside of the construction site that do not display a valid permit will receive a parking ticket. We also will not block off parking spaces for construction projects outside of the allocated staging area. We ticket handicapped, loading zones, fire lanes, and other restricted parking areas 24 hours a day, 7 days a week. Parking tickets may be paid or appealed at the UCCS Parking Office located at the east end, and adjacent to the Parkway Garage (first floor). The UCCS department responsible for the project may also choose to pay the ticket as well, as long as the person who received the ticket is not a current UCCS staff or faculty member.