

University of Portland

Transportation Information and Parking Regulations

Effective August 2011

REGISTERING VEHICLES

The University requires that any vehicle that will be used as transportation to and from campus must be registered with the Department of Public Safety. There is no charge for this registration.

ZIPCAR — SHUTTLE TO MAX

The shuttle is a transportation option for students, staff and faculty. We have established a business account with Zipcar to run a scheduled van shuttle to the MAX station at N. Interstate Ave. from campus.

Shuttle schedules are available online through the Department of Public Safety link www.up.edu/public_safety.

ZIPCAR

The University of Portland partners with Zipcar, a car sharing company, which has three vehicles on campus for the community to use. Students who are 18 years and older may sign up for Zipcar and have access to all vehicles in the Zipcar fleet.

Benefits for faculty and staff, and Zipcar information may be viewed at www.zipcar.com.

The University reserves the right to deny any person access to the shuttle service for inappropriate behavior, intoxication, or intimidation/harassment of passengers or the shuttle driver. Zipcar vehicles will not be used as a shuttle service to business establishments whose primary sales involve service of alcohol.

Shuttle riders must have a University of Portland ID card in their possession and be current staff, faculty or students in good standing. There is no cost for use of the scheduled shuttle.

For faculty and staff zipcar information, www.zipcar.com/uportland.

TRI-MET

To encourage alternative forms of transportation the University sells reduced-rate monthly Tri-Met bus passes to **current** students, faculty, and staff. Passes are to be used only by the person making the purchase. Only one discounted pass a month may be purchased at either the Department of Public Safety or at the Information Center in the Pilot House. A current, valid University ID card is required to purchase discounted passes.

OFF-CAMPUS PARKING RESTRICTIONS

Students, faculty, staff members, and University service employees (i.e. Barnes & Noble, Bon Appetit) may not park between 8:00 a.m. and 4:00 p.m. on school days in 2 designated neighborhood “no parking” sanctuaries as follows: 1) north of Willamette Blvd. and south of N. Princeton Street between N. Olin Avenue and N. Wall Avenue and 2) N. Warren Street and N. Willamette Lane between N. Monteith Avenue and N. Wall Avenue.

Members of the University of Portland community who live within these two areas should register their vehicles (at no charge) with the Department of Public Safety to avoid being issued a citation for violation of University parking policy. Except for freshman, parking is permitted on city streets west of the main UP campus between N. Portsmouth Avenue and N. Monteith Avenue.

PARKING PERMITS REQUIRED

Reserved spaces and the Waldschmidt Hall parking lot require W, or WR permits 24 hours a day, seven days a week. All parking permits must be affixed to the driver’s side lower left windshield. W and WR permits cannot be transferred, loaned, or borrowed. These permits must be returned to the Department of Public Safety upon completion of employment at the University. For all other spaces a permit is required Monday through Friday, 8 a.m. to 4 p.m., when classes are being held. Permits may be obtained at the Department of Public Safety. Students, faculty, and staff must show a valid driver’s license, proof of insurance, and vehicle registration when obtaining their parking permit. Students living in University-owned houses are not authorized to obtain a University parking permit nor may they participate in the carpool program. A parking permit may be denied for vehicles that cannot fit into a single parking space. Motorcycles and mopeds are not required to have a parking permit but must be registered with the Department of Public Safety. **Purchase of a parking permit does not guarantee parking availability and the University does not grant refunds on parking permits purchased.**

Production and/or use of a lost or stolen permit or duplicating, altering, or forgery of a University parking permit is a Class “A” misdemeanor which subjects violators to a \$500 fine, tow and impound of vehicle, loss of University parking privileges, and possible arrest.

PARKING FEES

Academic Year Student “G” Permit	\$100.00
Semester Student “G” Permit	\$ 60.00
Grad/Non-mat	\$ 50.00
Secured Parking “V” Permit (Haggerty Hall and University Court)	\$200.00
Carpool	No Charge
Approved Freshman Exemption	\$200.00/yr.

Payments received in cash or check only.

Temporary student parking permits cost \$5.00 for each school day (resident freshmen are not eligible). Replacement charge for a lost or damaged permit is \$20 which is applicable for all faculty, staff, and students including carpool permit holders.

FRESHMAN STUDENT PARKING INFORMATION

Resident students classified as freshmen may not bring an automobile to the University. If this policy poses a hardship, an exception may be granted by the Department of Public Safety. Written requests should include justification for granting an exemption. For a copy of this application go to www.up.edu/public_safety and click: “Printable Forms.” An application for an exception does not guarantee the exemption will be granted.

Freshmen resident students who park or operate their car on campus, or any adjacent street within a one mile radius without a permit, violate the policy of not bringing an automobile to campus and subject themselves to a **\$50 fine** each day they are found in violation.

VISITOR PERMITS REQUIRED

Visitors who wish to park on campus between 8:00 a.m. and 4:00 p.m. on school days must obtain, free of charge, a visitor parking permit from the Department of Public Safety or Campus Information Center. Visitor parking spaces are usually available in the Waldschmidt Hall parking lot. **Visitor parking areas are not to be utilized by members of the University community at any time.**

CARPOOL PERMITS

Carpool permits are not authorized for faculty, staff, or students that reside in University of Portland residence halls, or in a one mile radius. To promote and encourage carpooling, two or more members of the University community (excepting resident students and those persons living in University-owned housing), each owning their own separate

vehicle, may obtain, free of charge, a carpool permit that will allow them to park in special areas set aside for carpool parking only. Carpool members may park in the spaces reserved for carpooling or in any "G" permit parking area. When signing up for a carpool permit each applicant must present vehicle registration, proof of insurance, proof of address (two forms of mail), and a valid driver's license. The applicants must live outside the University Park Neighborhood (outside a one mile radius). Only one of the registered vehicles may be on campus at any one time. Both applicants must come in at the same time. All carpool participants must be current members of the University community. If a carpool permit holder does not have the permit in their possession, they must purchase a \$5.00 temporary parking permit.

Faculty/staff members who fully participate in the carpool program will be eligible for a \$25 subsidy for each semester of participation. This subsidy is payable to each member of the carpool.

The carpool subsidy program is only in effect fall and spring semesters. **Fall semester subsidy will be paid at the cashier's office in Waldschmidt Hall in December 2011 and the spring semester subsidy will be paid in April 2012.**

DISABLED PARKING INFORMATION

Disabled parking spaces are to be used only by vehicles prominently displaying appropriate identification as described in ORS 811.602. A copy of this statute is available at the Department of Public Safety. Drivers without a disabled parking permit may be cited for stopping or blocking a disabled parking space which includes the striped spaces adjacent to the disabled space.

DRIVER'S LICENSE, CURRENT ADDRESS AND INSURANCE REQUIRED

The University requires that all persons operating a motor vehicle on campus possess a valid operator's license and liability insurance. Violation of this requirement will constitute grounds for revocation of campus driving privileges. Boot letters and enforcement documents are sent to the last known physical or email address; **it is the responsibility of the student, staff, or faculty member to update their current contact information.**

PARKING AREAS DEFINED

The University issues several different types of parking permits. Each type of permit authorizes the holder to park only in specified parking areas. Parking permits are non-transferable. Types of permits and authorized parking areas are as follows:

“A” Permit

Issued to vehicles that are authorized to park in “G,” “carpool,” and reserved. Parking in the Waldschmidt lot is prohibited.

“B” Permit

Bon Appétit employee parking permits restricted to “G” parking.

“G” Permit

Issued to students. Authorizes parking in any legal, non-reserved, non-carpool parking space on campus. Does not allow parking at Haggerty and Tyson Halls, Waldschmidt Hall parking lot, behind St. Mary’s, or use of the parking spaces in front of The Commons. A “G” permit is required for the parking lot behind Corrado Hall. A “G” permit is required for all parking lots on the west side of Corrado Hall as well as all street parking on both sides of the roadway from the NW corner of Corrado and south to the end of the street. No “G” permits are allowed for residents of Haggerty and Tyson Halls.

“FS” Permit

Issued to faculty/staff for general parking only. Parking in carpool is prohibited

Carpool Permit

Issued to carpool members. Carpool parking is located in designated areas of the main parking lot, and on the main drive between the Pilot House and Waldschmidt Hall (green curbs). Faculty and staff may not use a student to qualify for a carpool permit.

“W” Permit

Authorizes parking in Waldschmidt Hall Lot or any area authorized by a “G” permit holder. “W” permits are renewed annually.

“WR” Permit

Authorizes parking in “reserved parking” in the Waldschmidt Hall parking lot or any area authorized by “A” permits.

“V” Permit and/or Secured Parking Permit

Restricted to parking in the designated space only — not authorized to park on campus.

TRAFFIC REGULATIONS

- A. Campus speed limit is 15 mph. Driving in a manner or speed that is not reasonable or proper is prohibited.
- B. Drivers must obey all posted traffic and parking signs including ground level stops in main lot.
- C. Crosswalks must be respected and pedestrians have right of way.
- D. Road behind Kenna Hall is an exit only and vehicles are prohibited from entering campus by use of this roadway.
- E. Driving or parking on lawn or sidewalk areas is forbidden.
- F. Instructions given to a driver by a University public safety officer must be obeyed.
- G. Open containers of alcoholic beverages are prohibited in vehicles under Oregon law.
- H. Operators and passengers on motorcycles and mopeds must wear an approved helmet under Oregon law.
- I. During the move-in and move-out times into dorms, parking regulations may be modified.
- J. Owners of cars, even if they are passengers at the time, may be cited for allowing the unlawful operation of his or her vehicle by another driver.
- K. Failure to stop or yield to a public safety vehicle may result in the loss of driving privileges on campus and the prohibition of the vehicle operating on University property.

PARKING REGULATIONS

Parking regulations are subject to change and amendment as the need arises. Changes will be published in *The Beacon* prior to being implemented. Traffic and parking regulations are enforced 7 days a week, 24 hours a day. In general, all motor vehicle laws as defined in the Oregon Revised Statutes and the Portland Traffic Code have been adopted by the University of Portland and will be enforced as applicable to the University of Portland campus. The University cannot take responsibility for injury, loss, or damage suffered on its property.

The following parking practices are prohibited and will be cited:

- A. Parking on lawns, sidewalks, fire lanes, or loading areas.
- B. Parking vehicle in other than an authorized space or area.
- C. Parking without a permit or failing to display permit properly. (Parking permits must be affixed on the driver's side lower left windshield.)
- D. Parking in the circle driveways at Waldschmidt, Christie, and Kenna Halls.
- F. Failure to park within space markers.
- G. Parking in crosswalks.
- H. Failure to properly secure parked vehicle.

I. Vehicles must park “head-in” in any angled parking space.

J. Secure parking spaces are for motor vehicles only.

*Note — Curb delineations: **loading** — yellow or red and white stripe (10 minutes only with hazard lights on); **fire lanes** — red; **carpool** — green; **disabled** — blue.

VEHICLES MAY BE BOOTED OR TOWED FOR ANY PARKING VIOLATION WITHOUT WARNING.

SPECIAL EVENT PARKING

During the course of the school year, the University is host to numerous events which impact parking availability. The parking lot on N. Portsmouth may also be closed at various times during the school year to facilitate parking for some of these events. Parking in the vicinity of athletic fields is at the operator’s risk.

PENALTIES AND APPEALS

The University, through the director of public safety, reserves the right to revoke any individual’s campus driving and parking privileges. Disregard of regulations renders owner and/or operator of vehicle liable to fines and/or disciplinary actions. Citations may be delivered to the driver of an offending vehicle, mailed or emailed to the owner or person responsible for the vehicle, but in most instances will be left on the offending vehicle.

Vehicles may be booted or towed, without notice, for any violation of University regulations. Vehicles with one or more unpaid citations may not park on campus and may be booted or towed if found parked on University property. Booting or towing of the vehicle will not relieve the offender of the responsibility for payment of any citations. If a vehicle is booted or towed the owner must pay towing and administration fees in addition to any outstanding fines before the vehicle will be released. A vehicle boot may not be removed until the entire outstanding balance has been paid.

Disabled or inoperative vehicles must be removed within 72 hours. Vehicle may be towed.

Fines must be paid at, or appealed through, the Department of Public Safety within fourteen (14) calendar days after receipt of the citation or the monetary fine will be doubled. Citations may not be appealed after fourteen (14) calendar days. Unpaid fines will be transferred to the Office of Student Accounts at the end of the semester. If fines are not paid in full at the end of the semester, transcripts and grades may be withheld and collection action may be filed against the student account for unpaid fees/fines. Fines may be paid in person cash or check only or

mailed to the Department of Public Safety. **When paying by mail be sure to enclose the citation number. Fines or fees may not be paid in pennies in any amount of change exceeding one dollar.**

TRAFFIC APPEALS BOARD

Any parking or traffic citation issued by University public safety officers may be appealed through the University's traffic appeals board if done so within fourteen (14) calendar days after receipt of the citation. A written notice of appeal must be filed through the Department of Public Safety before the appeals board will hear the appeal. The traffic appeal form is available at the public safety website at www.up.edu/publicsafety. Click on "Printable Forms." You must bring the completed form to public safety. Unpaid fines will be transferred to student accounts at the end of the semester.

The traffic appeals board meets on the second Wednesday of every month (October-May). You need not be present at the appeals board to contest a citation. However, you may appear and give an oral statement if you so desire. **All decisions of the appeals board are final.**

In the event the board finds you guilty, it may suspend all or part of the fine, it may leave the fine as originally scheduled, or it may increase the fine. Failure to pay any fine levied by the traffic review board within 14 days may result in an additional administrative fee.

TRAFFIC BOARD DATES FOR 2011-2012

The traffic review board meets the second Wednesday each month. Time and place to be determined.

DRIVE SAFELY — ALWAYS LOCK YOUR VEHICLE AND KEEP VALUABLES OUT OF SIGHT.

University of Portland

Parking permits required Monday - Friday, 8 a.m. - 4 p.m.

■ Admission Visitor Parking

■ General - Students, Faculty and Staff with permits;

Visitors with parking passes; Event parking

▨ Faculty and Staff with permits;

Visitors with parking passes

■ Carpool - With Carpool Permit Only

■ Loading Dock (LD)

▨ RESERVED - Parking only with "W" permit

24 hours a day, all year

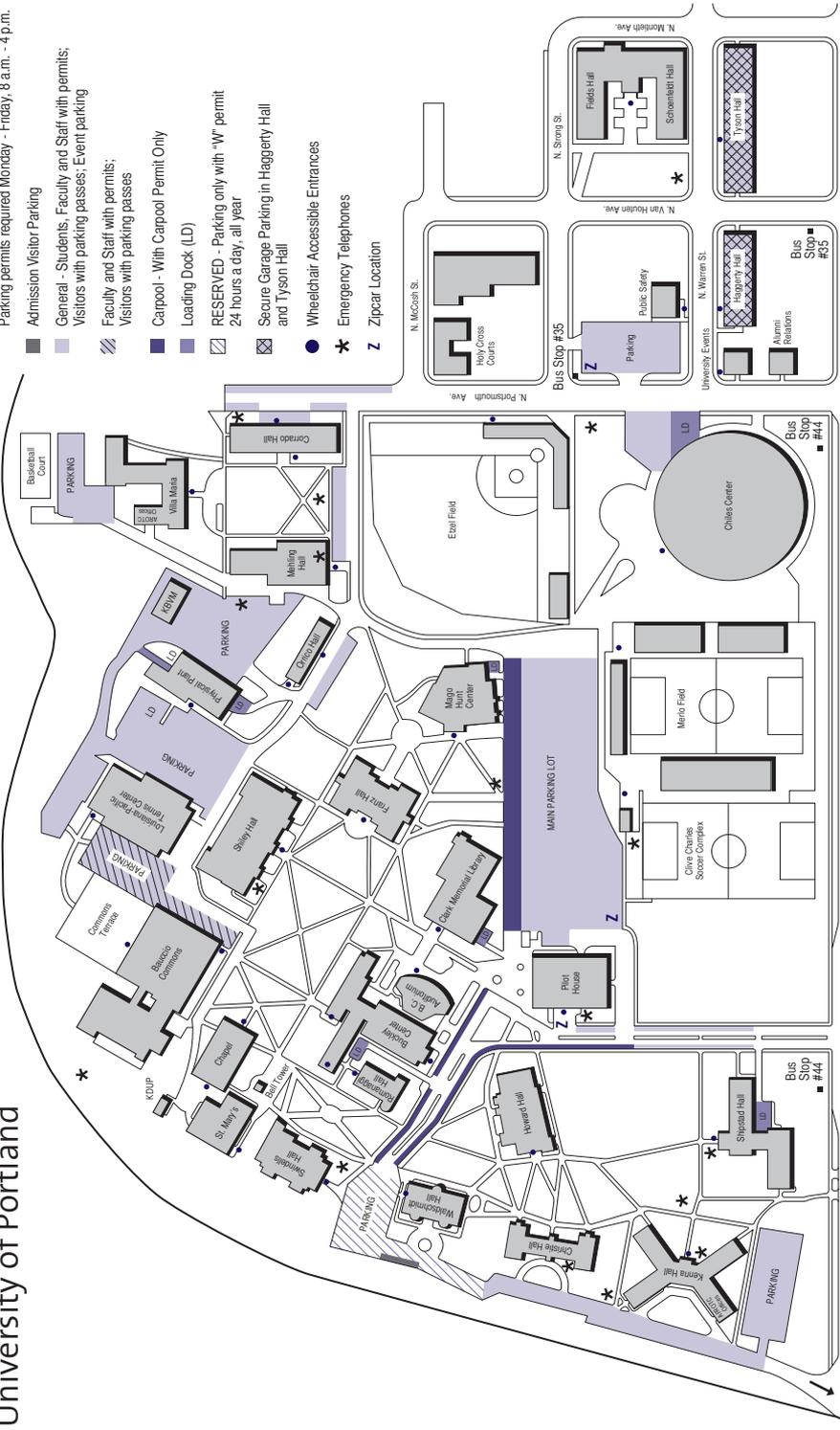
▨ Secure Garage Parking in Hagerney Hall

and Tyson Hall

● Wheelchair Accessible Entrances

* Emergency Telephones

Z Zipcar Location



N. Williams Blvd.

To 15

