

University of Portland

Transportation Information and Parking Regulations

Effective August 2012

The University of Portland's comprehensive transportation demand management program focuses on various forms of travel to the campus. The transit and travel options are available for faculty, staff, and students, as well as those visiting the University of Portland, as a tool to find the best fit for their commute or trip.

The University of Portland's wide variety of transportation options to our students, faculty and staff are an effort to reduce the overall carbon footprint of the campus keeping in line with the larger sustainability initiatives occurring at UP. This document is an aid in providing links to all the necessary information for parking on campus and getting around Portland without a car.

These links offer resources to help University of Portland community members find and utilize options for walking, biking, the UP Shuttle, mass transit, car-sharing, and ride-sharing as well as options for getting out of Portland on Amtrak, the bus, or the Portland International Airport.

UP SHUTTLE FROM CAMPUS

The shuttle is a transportation option for students, staff and faculty. The UP Shuttle runs a scheduled van to the MAX station at N. Interstate Ave. Shuttle schedules are available online through the Department of Public Safety link www.up.edu/publicsafety Transit and Travel Section.

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.

ZIPCAR

The University of Portland partners with Zipcar, a car sharing company, which has multiple 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.

For faculty and staff UP Membership information and to join Zipcar, www.zipcar.com/uportland.

ZIPCAR FOR UP STUDENTS

Zipcar and the University of Portland offer Zipcar memberships to the student population, 18 years old and up, so you can leave your car at home. With limited parking on campus, students are encouraged to not

bring their vehicles to campus. Additionally, with the cost of parking and gas, having a car at UP gets expensive. With multiple types of Zipcars on campus, take your pick on which car you want to drive.

TRI-MET

To encourage alternative forms of transportation the University sells reduced-rate monthly Tri-Met bus passes to **current** students, faculty, and staff and 10-ride bus tickets to the campus community. Passes are to be used only by the person making the purchase. Only one discounted pass a month per person 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.

The University of Portland is serviced by the #35-Macadam/Greeley and #44-Capitol Hwy/ Mock Crest bus routes. Smartphone app: PDXBUS and TriMet's Trip Planner, www.trimet.org are options for planning trips and checking routes and availability of buses in Portland.

BICYCLE POLICY

Bicycles operated on campus must adhere to applicable state traffic rules and regulations.

When passing pedestrians from the rear, a bicyclist is **required** to give an **audible** signal.

Pedestrians have the right of way. Bicycles are not required to have parking permits. However; they must be registered with the Department of Public Safety. **There is no charge for this registration.** A registration form is available online www.up.edu/publicsafety "Forms and Publications" section.

Public Safety encourages the use of the *National Bike Registry*. Registration is \$10.00 and offer theft protection for ten years. For more information go to www.nationalbikeregistry.com.

To minimize theft, **bicycles are required to be secured by a bicycle lock** to an **approved** bike storage rack while parked on campus. Bicycles may not be secured to handrails or stairwells, nor in doorways, ADA access, trees or shrubbery, or any areas designated by the fire code as egress.

Any bicycle left unsecured and unregistered may be impounded or secured by public safety immediately, and the owner/operator cited. Bicycles parked or impounded for more than 30 days may be considered abandoned. Abandoned bicycles are donated to non-profit community organizations or the appropriate law enforcement agency for disposal. Initial violations may be subject to a \$10.00 fine, and subsequent violations are \$20.00. Bicycles may be considered **abandoned** if fines remain

unpaid for 30 days. Fines generated by violations of campus bicycle policy will be used to enhance University bicycle parking and safety programs.

Bicycle privileges may be revoked by the Director of Public Safety for careless operation or repeated violations of the University bicycle parking/registration policy.

Bicycle U-locks may be purchased from Public Safety. Fines generated by violations of campus bicycle policy will be used to enhance University bicycle parking and safety programs.

SKATEBOARDS/ROLLERBLADES POLICY

Motorized scooters and motorized skateboards are not allowed on campus. Skateboard riders and rollerbladers are to show respect to pedestrians by:

- A. Traveling at a safe speed when approaching high traffic areas containing any and all students, faculty, staff, and visitors.
- B. Giving verbal indications of location when approaching pedestrians such as, “on your left” or “right behind you.”

Skateboard riders and rollerbladers are to show respect to motorists by:

- A. Slowing down to a safe speed before crossing intersections to look for oncoming motor traffic.
- B. Riding at safe speeds while on streets around campus that motorists frequently travel.

Those who violate this policy may be subject to the following sanctions:

- A. The first and second violations will be referred to Student Conduct Coordinator for disciplinary action.
- B. The third and subsequent violations will include, in addition to the consequences of a first violation, a \$15.00 fine.
- C. All cases will continue to be assessed case by case so that all of the consequences listed above may be possible for every instance of violation.

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.

PARKING PERMIT REQUIREMENT

All parking spaces on campus require a permit Monday through Friday, 8 a.m. to 4 p.m. when classes are in session. Permits may be obtained at the Department of Public Safety. All parking permits must be affixed to the driver's side lower left windshield. Visitor permits must be hung from the rearview mirror with valid date facing out. 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 off-campus 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. Motorcycle and moped parking is available on campus. These vehicles are restricted from parking in carpool areas.

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.**

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 PERMIT FEES

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|---|------------|
| Student Temporary Permit | \$5.00/day |
| Semester Student "G" Permit | \$60.00 |
| Academic Year Student "G" Permit | \$100.00 |
| Graduate Student/Non-matriculated student | \$50.00 |
| Secured Parking "V" Permit | \$200.00 |
| Approved Freshman Exemption | \$200.00 |
| Carpool "CP" Permit | No Charge |

Payments may be received in cash, check, Visa or MasterCard.

Purchase of a parking permit does not guarantee parking availability and the University does not grant refunds on parking permit purchases.

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 Director of Public Safety. Written requests must include justification for granting an exemption. The application is available at www.up.edu/publicsafety under “Forms and Publications.” An application for an exception does not guarantee the exemption will be granted.

Freshmen resident students who park their car on campus, or any adjacent street within a one mile radius without a permit, violate this policy and are subject to a **\$50 fine** each day they are found in violation.

VISITOR AND VENDOR PERMITS

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. Visitors and Vendors may park in general parking spaces on campus. Vendors requiring parking close to buildings may be granted permission when conducting work in campus buildings.

Designated “Visitor parking” areas are for admissions visitors only and not to be utilized by any member of the University community at any time.

CARPOOLING AND RIDESHARING

The carpooling program was created to encourage a reduction in single occupancy vehicles coming to campus. Parking is limited and premium spaces are designated Carpool.

In the greater Portland area www.driveless.savemore.com is an option for the campus community to connect with single ridesharing or full-time carpooling opportunities.

CARPOOL PERMITS

Premium carpool spaces are available on the main drive of campus and the main parking lot and are reserved year-round for carpool permit holders. Two or more members of the University community living outside of the University Park Neighborhood (outside a one mile radius), and owning their own separate vehicle may obtain a carpool permit. Carpool members may park in the spaces reserved for carpooling or in any general permit parking area.

CARPOOLING FOR STUDENTS

When signing up for a carpool permit each applicant must present vehicle registration, proof of insurance, two (2) items showing proof of address (i.e. utility bill), 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 to apply for a

permit. 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 Student Temporary Permit for \$5.00 a day.

CARPOOLING FOR FACULTY AND STAFF

Faculty/staff members who participate in the carpool program are allowed to park in premium carpool marked spaces on campus. The carpool permit must be properly displayed in the lower left hand corner of the vehicle.

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 <http://www.leg.state.or.us/03reg/measures/hb3200.dir/hb3253.intro.html>. Drivers without a disabled parking permit may be cited for stopping or blocking a disabled parking space, including the striped spaces adjacent to the disabled space.

PARKING PERMITS 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 general, carpool, and reserved spaces. Parking in the Waldschmidt Reserved spaces is prohibited.

“B” Permit

Bon Appétit employee parking permits authorize parking in any general parking space. Parking in the Commons Parking Lot, carpool, and reserved spaces is prohibited.

“G” Permit

Issued to students. Authorizes parking in any general parking space. Parking in reserved, carpool, Commons Parking Lot, and visitor spaces is prohibited at all times.

“FS” Permit

Issued to faculty/staff for general parking. Parking in reserved, carpool, and visitor spaces is prohibited at all times.

Carpool Permit

Issued to carpool members. Authorizes parking in any general or carpool space. Carpool parking is located in designated areas of the main parking lot, and on the main drive green curbs.

“W” Permit

Authorizes parking in Waldschmidt Hall Lot, general, or carpool spaces.

“WR” Permit

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

“V” Permit / Secured Parking Permit

Restricted to parking in the designated space in the Haggerty or Tyson Garage only. Not authorized to park on campus at any time.

Reserved spaces and the Waldschmidt Hall parking lot require A, W or WR permits 24 hours a day, seven days a week. A, 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.

A CAMPUS PARKING MAP IS LOCATED ON THE LAST PAGE OF THIS DOCUMENT.

TRAFFIC REGULATIONS

- A. Campus speed limit is 15 mph. Driving in a manner or speed that is not reasonable 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 prohibited.
- 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 Residence Hall move-in and move-out times, parking regulations may be modified.
- J. Owners of cars, even if they are passengers at the time, are responsible for , and 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 amendment as the need arises. 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 does not 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 in a location other than an authorized space.
- 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. Parking "head-out" in any angled parking space.

Curb delineations:

yellow or red and white stripe – loading (10 minutes only with hazard lights on)

red – fire lanes (no parking any time)

green – carpool (by permit only)

blue – disabled (by permit only)

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

COMMONS PARKING LOT

The Bauccio Commons parking spaces adjacent to the building are marked "Visitor and Holy Cross parking only Monday through Friday 8 a.m. – 8 p.m." Faculty, staff, and students are prohibited from parking in these reserved spaces during the posted times.

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.

SPECIAL EVENT PARKING

During the course of the school year, the University is host to numerous events that impact parking availability. The Public Safety 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 for 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 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. Disabled or inoperative vehicles must be removed within 72 hours or the vehicle may be towed.

Fines must be paid at, or appealed through, the Department of Public Safety within fourteen (14) calendar days after issuance of the citation or the monetary fine will be doubled. Citations may not be appealed after fourteen (14) calendar days. Fines may be paid in person with cash, check, Visa or MasterCard, or mailed to the Department of Public Safety. 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, check, Visa or MasterCard, or mailed to the Department of Public Safety.

Payment of parking citations by check must be addressed to: “University of Portland” and the citation number enclosed with payment. Please do not send cash in the mail.

Payment Address:

**Public Safety
University of Portland
5000 N Willamette Blvd.
Portland, OR 97203**

TRAFFIC APPEALS BOARD

Any parking or traffic citation issued by University Public Safety Officers may be appealed through the University’s traffic appeals board within fourteen (14) calendar days after receipt of the citation. A written appeal form 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 Department of Public Safety website at www.up.edu/publicsafety under “Forms and Publications.”

You need not be present at the appeals board hearing 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, fines may be doubled or adjusted.

TRAFFIC APPEALS BOARD DATES

The traffic appeals board meets on the second Wednesday of every month (October-May). Time and place is to be determined at the beginning of each school year. Times are posted in the Public Safety office.

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

ADDITIONAL TRANSPORTATION OPTIONS

Pilots Express Shuttle Service

For scheduled breaks during the school year, the Pilot Express shuttle service provides limited transportation to and from the airport as well as the train and bus stations for Fall Break (October), Thanksgiving Break (November), Winter Break (December), Spring Break (March), and Easter Break (March/April). The Pilot Express is coordinated by a student director who supervises the student drivers and who reports to the ASUP president.

Because this is a student-operated service, the shuttle does not operate at the beginning or end of the academic year

For updated schedules and times, www.up.edu/activities under Student Government.

Portland International Airport

Portland International Airport (PDX) is 20 minutes from the University of Portland. PDX airlines service both domestic and international flights. For updated arrival and departure times www.flypdx.com

Greyhound Bus Service

Travel into and out of Portland via the Grey Hound Bus service lines is cost effective. Located downtown next to the Amtrak Station and serviced by TriMet.

PORTLAND GREYHOUND station is located at 550 NW 6th Avenue, Portland, OR 97209. Telephone: (503) 243-2361. For updated schedules, routes, and tickets, <http://www.greyhound.com>

Amtrak Train Service

Amtrak train service is available in downtown Portland. Union Station is serviced by bus and MAX transit making it easy to get to and from the University.

UNION STATION is located at 800 NW 6th Avenue, Portland, Oregon 97209. Telephone: (503) 248-1146. For updated schedules, routes, and tickets, <http://www.amtrak.com>

