UNIVERSITY OF PORTLAND

Transportation Information and Parking Regulations

Effective August 2007

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.

FLEXCAR — SHUTTLE TO MAX

The shuttle is a transportation option for students, staff and faculty. We have established a business account with Flexcar 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***.

FLEXCAR

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

Benefits for faculty and staff, and Flexcar information may be viewed at ***www.flexcar.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. Flexcar 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 flexcar information, ***www.flexcar.com/up***.

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.

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.

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.

Bicycles are not required to have parking permits. However; they must be registered with the public safety department. ***There is no charge for this registration***. Public safety encourages the use of the *National Bike Registry*. Registration packets are available at public safety for $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 in doorways, handrails, stairwells, ADA access, and all 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 may be donated to non-profit community organizations or the appropriate law enforcement agency for disposal.

Initial violations may be subject to a $10.00 fine, second violations are $20.00 and subsequent violations are $40.00. Bicycles may be considered ***abandoned*** if fines remain ***unpaid for 30 days***. Bicycle privileges may be revoked by the director of public safety for careless operation or repeated violations of the University bicycle parking/registration policy.

Discounted 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.

OFF-CAMPUS PARKING RESTRICTIONS

Students, faculty and staff members, and University service employees (i.e. Barnes & Noble, Bon Appetit) may not park on any adjacent city street north of Willamette Blvd. and south of Lombard which includes N. Portsmouth and N. Olin between 8 a.m. and 4 p.m. on school days. Members of the University community who live within this area should register their vehicles with the Department of Public Safety to avoid being issued a citation for violation of University policy. Except for freshmen, parking is permitted on the city streets west of the main campus.

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 displayed on 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 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
Grad/Non-mat	$ 50.00
Secured Parking	$200.00
(Haggerty Hall and University Court)	
Carpool	No Charge
Approved Freshman Exemption	$200.00/yr.

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.

NIGHT STUDENTS

Students who only attend class after **3:30 p.m.** must register their vehicle at the Department of Public Safety. There is no charge for this registration. Night and graduate students may purchase a student parking permit for limited day time use of the "G" permit parking areas at a cost of $50.00 per year. Students will need to show a class schedule when purchasing each discounted permits.

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 carpool member must present a separate vehicle registration, proof of insurance, and valid driver's license, and only one of the registered vehicles may be on campus at any one 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 2007 and the spring semester subsidy will be paid in April 2008**.

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 residence information.**

SKATEBOARDS/ROLLER BLADES

Non-students may not operate skateboards or roller blades on campus. Students may not operate skateboards or roller blades on University roadways or in University parking lots and buildings. Students who operate their skateboard on campus in an inconsiderate or careless manner will be referred to student services for disciplinary action. Skateboarding or roller blading is prohibited in, and around, the Chiles Center, Franz Hall and Buckley Center Auditorium.

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 "carpool." Parking in the Waldschmidt lot is prohibited.
"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.
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).
"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.

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

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 displayed 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.

*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.

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, or mailed 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.

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 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." Unpaid fines will be transferred to student accounts at the end of the semester.

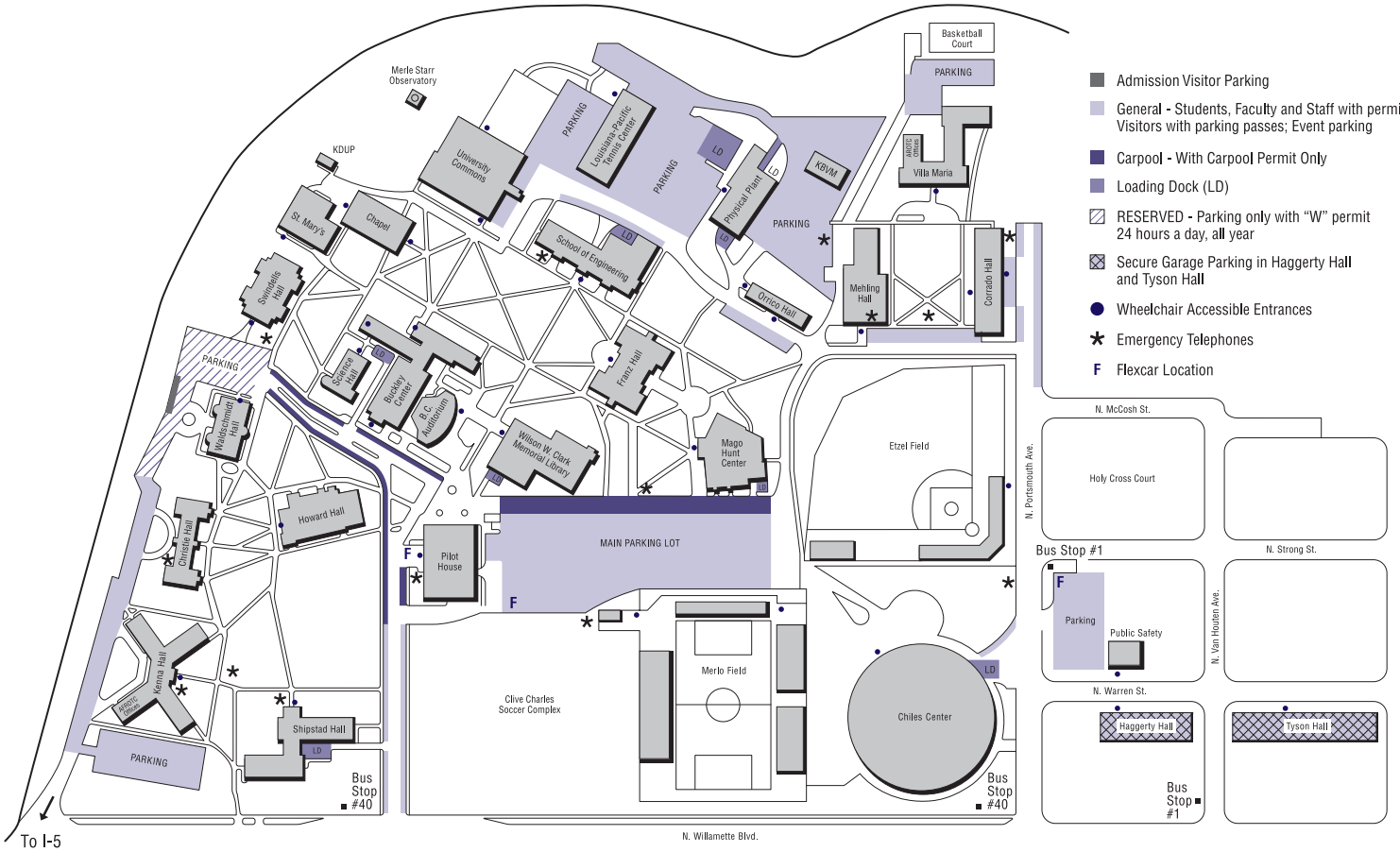
The traffic appeals board meets on the second Wednesday of every month (October-May) from 2:00 – 3:30 p.m. in the Murphy Conference Room located in Franz Hall. You need not be present at the appeals board to contest a citation. However, you may appear and give an oral statement if you so desire. **All 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 will result in an additional administrative fee.

TRAFFIC COURT DATES FOR 2007-2008

September 12, 2007
October 10, 2007
November 14, 2007
December 12, 2007
January 9, 2008
February 13, 2008
March 12, 2008
April 9, 2008
May 14, 2008 (if needed)
All meetings will be held in the Murphy Room, Franz Hall at 2:00–3:30 p.m. Confirm the dates with public safety prior to appearing before the board.

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


Admission Visitor Parking
General - Students, Faculty and Staff with permits; Visitors with parking passes; Event parking
Carpool - With Carpool Permit Only
Loading Dock (LD)
RESERVED - Parking only with "W" permit 24 hours a day, all year
Secure Garage Parking in Haggerty Hall and Tyson Hall
Wheelchair Accessible Entrances
Emergency Telephones
F Flexcar Location
Merle Starr Observatory
KDUP
University Commons
Louisiana-Pacific Tennis Center
PARKING
LD
Physical Plant
KBVM
Basketball Court
Arctic Dome
Villa Maria
St. Mary's
Chapel
School of Engineering
Orrico Hall
Mehling Hall
Corrado Hall
Swindells Hall
Science Hall
Buckley Center
B.C. Auditorium
Franz Hall
Wilson W. Clark Memorial Library
Mago Hunt Center
Etzel Field
Moldschmidt Hall
Howard Hall
Christie Hall
Pilot House
MAIN PARKING LOT
Kenna Hall
Arctic Dome
Shipstad Hall
Clive Charles Soccer Complex
Merlo Field
Chiles Center
Bus Stop #40
To I-5
N. Willamette Blvd.
N. McCosh St.
Holy Cross Court
N. Portsmouth Ave.
N. Strong St.
Bus Stop #1
Parking
Public Safety
N. Van Houten Ave.
N. Warren St.
Haggerty Hall
Tyson Hall

CAMPUS
CRIME
WATCH

PREVENT
CRIME

THE UNIVERSITY OF PORTLAND

Oregon's Catholic University