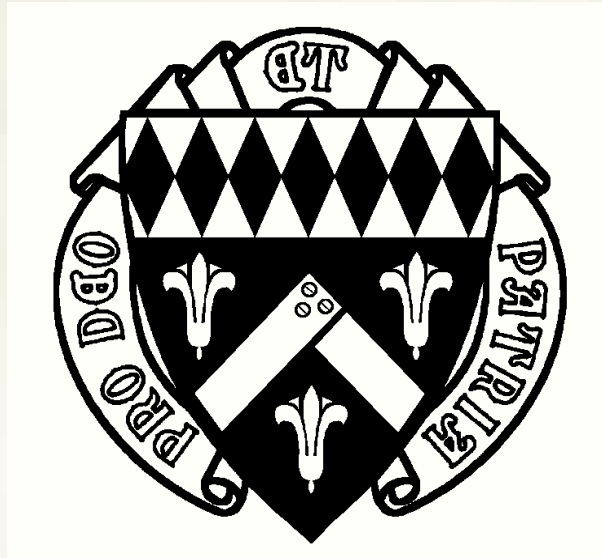


Traffic and Parking

REGULATIONS

2009-2010



LORAS COLLEGE

OFFICE OF CAMPUS SAFETY AND SECURITY

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LORAS COLLEGE PARKING AND TRAFFIC REGULATIONS

Loras College is private property and assumes no liability or responsibility for any theft or damage to any vehicle parked in or on College property. **The College does not guarantee a parking space by sale of a permit. Parking is always on an “as available” basis.** Using vehicles and parking at Loras is a privilege, not a right. All drivers should use proper care and caution while operating vehicles on campus.

The purpose of the Loras College traffic and parking regulations is to provide guidelines for safe and uncongested movement and parking of vehicular traffic on the Loras campus.

For the accomplishment of these purposes, the rules and regulations contained herein have been formulated and are in effect 24 hours per day/365 days per year.

These regulations will be enforced at all times, including the weeks of final exams, during “free days” or class breaks, over campus holidays and during the summer break.

PERMIT REQUIREMENTS AND PARKING LOT ASSIGNMENTS

PARKING PERMITS

All persons who wish to park in any of the Loras College parking lots provided throughout campus must register their vehicle with the Campus Safety and Security Office, display a current parking sticker on their vehicle and abide by the rules and regulations that govern campus parking. Parking permits and regulations can be obtained from the Campus Safety and Security Office, Monday through Friday, 8:00 a.m.-3:00 p.m.

STUDENT PERMITS

All students who wish to park on campus must have a current parking permit. Students will be allowed to park in any campus parking lot that is designated as “Student Parking.” Additionally, students will be allowed to park in employee parking lots anytime other than the hours between 7:00 a.m.-3:00 p.m., Monday through Friday. Replacements for lost, stolen, or misplaced permits will be \$75.00.

EMPLOYEE PERMITS

Faculty and Staff of Loras College who wish to park on campus must have a current parking permit. These are provided at no cost to the employee for a first time issue. Replacements for lost, stolen or misplaced permits will be \$75.00.

Employees will be allowed to park in any parking lot on campus but are encouraged to use those lots which are designated as employee only.

TEMPORARY PERMITS

Temporary parking permits are available at the Campus Safety and Security Office. The cost of these permits is \$5.00 per week. Temporary permits will not be issued for longer than two weeks in a row without approval from the Campus Safety and Security Director. Persons receiving temporary permits are responsible for all rules and regulations pertaining to traffic and parking on the Loras campus and will be held responsible for citations received.

VISITOR PARKING PERMITS

All visitors to campus must park in designated visitor parking during the week (McClellan Family lot [also called Keane lot], Glen Conry lot [also called Cox Street lot], and the West 17th Street and San Jose/Graber Sports Center lots). They should obtain a temporary parking permit available from the Campus Safety and Security Office if visitors will be on campus for more than a day or if no parking is available in the visitor spaces. The \$5.00 fee for this permit may be waived at the discretion of the Campus Safety and Security Director. Students and employees may not park in any visitor stalls on campus.

MEDICAL PERMITS

Medical permits must be issued by your state of residency. Law enforcement as well as Campus Safety and Security can issue citations for any handicap parking violation.

OPEN PARKING

Loras College will allow “open parking” on weekends. Visitors to campus will not be ticketed for parking in student or employee parking as long as they have obtained a valid visitor parking permit from the Office of Campus Safety and Security. A weekend is defined as after 3:00 p.m. on Friday night through 11:59 p.m. Sunday night. Student vehicles are not considered as visitors even if the student resides off campus. All students must have a valid parking permit to park on campus at any time.

PERMIT FEES

All students are required to obtain a permit to park on campus at any time. Only one parking permit per student will be allowed. Vehicles must be registered with the Campus Safety and Security Office in order to obtain a permit. Students who reside in campus houses must also obtain a student permit to park in a private drive at these residences. There will be no differentiation in permit fees for motor vehicles, including motorcycles. Permit fees cover the academic school year and subsequent summer session.

STUDENTS

- All full-time students - \$75.00 per year
- Part-time non-resident students (less than 12 credits) - \$37.50 per year
- Motorcycles - \$75.00 per year (A special permit must be obtained for motorcycles this permit is given at no charge to those students who have previously paid the fee to register their car with the Office of Campus Safety and Security.)

PARKING LOTS

All parking lots on campus are considered the private property of Loras College. A permit must be obtained to park in these lots at all times. All individuals on campus who wish to park in these lots should abide by the appropriate regulations that govern these facilities.

UPPER CAMPUS LOTS

- **McClellan Family Lot** (commonly called Keane lot) located across from Keane Hall at the intersection of Loras Boulevard and Alta Vista Street with entrance from Alta Vista. This parking lot is available to students, Loras employees, and visitors. A valid permit is required at all times.
- **Hennessy Lot** located north of Hennessy Hall with entrance from Alta Vista Street. This parking lot is reserved for Loras employees only from 7:00 a.m.-3:00 p.m., Monday through Friday. A valid permit is required at all times.
- **Rohlman Lot** located west and east of Rohlman Hall. This parking lot is available to students and Loras employees. A valid permit is required at all times.
- **Byrne Oaks Lot** located north of Byrne Oaks with entrance from Kirkwood Street. This parking is available to students and Loras employees. A valid permit is required at all times.
- **San Jose/Graber Sports Center Lot** located north of this sports complex with entrance from Cox Street. This parking lot is available to students and Loras employees. A valid permit is required at all times.
- **West 17th Street Lot** located at the corner of Cox Street and West 17th Street with entrance from 17th Street. This parking lot is available to students, Loras employees, and visitors. A valid permit is required at all times.
- **Alumni Campus Center Turnaround** located between the Alumni Campus Center and the Academic Resource Center with entrance from Loras Boulevard. This driveway and turnaround is a fire lane and should not be parked in for any reason without prior clearance from the Campus Safety and Security Director.
- **Glen Conry Lot** (commonly called the Cox St. lot) located south of the Alumni Campus Center at the intersection of Loras Boulevard and Cox Street with entrance from Cox Street. This parking lot is reserved for Loras employees and visitors only from 7:00 a.m.-3:00 p.m., Monday through Friday. A valid permit is required at all times.

LOWER CAMPUS LOTS

- **Prairie Street Lot** located on the corner of Loras Boulevard and Prairie Street, this parking lot is available to all students and Loras employees. A valid permit is required at all times.
- **Binz/Beckman Lot** located in the front of Binz and Beckman halls, this parking lot is available to all students and Loras employees. A valid permit is required at all times.
- **Hoffmann Lot** located in front of Hoffmann Hall, this parking lot is available to Loras employees only, from 7:00 a.m. to 3:00 p.m., Monday through Friday. A valid permit is required at all times.

- **Henion Lot** located on Henion Street off of Loras Boulevard, this parking lot is available to all students and Loras employees. A valid permit is required at all times.
- **Henion Street** is owned by Loras College from Pickett Street north to the New Apartments. This street is considered a no parking area.
- **McCarthy/Lynch Apartment Lot** located in front of the McCarthy/Lynch Apartments with an entrance from Henion Street, this parking lot is available to all students and Loras employees. A valid permit is required at all times.

THE VISITATION

- **Visitation Lot** located behind the Visitation Complex on the corner of University Avenue and Alta Vista Street, with an entrance from Alta Vista Street, this parking lot is available to all students and Loras employees. A valid permit is required at all times. ***** There are 16 parking spaces located immediately to the left of the entrance to this parking lot, running east and west, which are the property of Jones Daycare Center and are designated as such.*****

CAMPUS HOUSES

Campus houses which offer off street parking are considered student parking for those residents assigned to reside in that house. Legitimate garages and/or driveways are to be used at all times. Parking in grassy areas or on sidewalks is considered a violation of fire zone regulations and is subject to the Loras traffic and parking regulations fine schedule. A valid permit is required at all times.

TRAFFIC AND PARKING REGULATIONS

GENERAL REGULATIONS

1. All members of the Loras College community who own or operate a motor vehicle on the Loras College campus, **INCLUDING DRIVEWAYS OF COLLEGE HOUSES** are required to register their vehicle at the Office of Campus Safety and Security within the first two days of classes or within 24 hours of bringing the vehicle on campus thereafter. Persons using Loras parking facilities **MUST** display the appropriate current permit, properly affixed, at all times.
2. The Office of Campus Safety and Security has the right to revoke motor vehicle registration for any member of the Loras community who is a consistent violator of the Traffic and Parking Regulations. Persons on disciplinary probation may be prohibited from having a campus permit.
3. Loras College shall retain the right to tow any vehicle consistently violating the Traffic and Parking Regulations of Loras College and/or City and State regulations. Towing charges must be paid by the violator.
4. The Loras College parking permit is to be displayed from the vehicle's inside rearview mirror. Student permits must be permanently attached to the back of the mirror. The permit should be displayed on the handlebars of motorcycles. Student permits expire at the end of summer school.
5. All fines are to be paid in the Business Office (Keane Hall). When paying fines, students must present citation or fine notices. Fines not paid within five working days of the date of notice will be added to the student's tuition account.
6. The Campus Safety and Security Department has final jurisdiction for all traffic matters on the Loras campus. This office reserves the right to summon consistent violators of the Traffic and Parking Regulations for adjudication.
7. Registering another person's vehicle or allowing another person to register your motor vehicle under false pretense or when prohibited from having a campus parking permit is forbidden. Students must register their vehicles with the Campus Safety and Security Office. Those registering cars at Clarke College or the University of Dubuque are subject to fine for false registration and loss of campus parking privileges.
8. When registering their vehicles, students **MUST** present their College I.D. and the registration for the vehicle they are registering.
9. An unregistered vehicle found on the Loras College campus may be subject to tow.
10. Students must notify the Office of Campus Safety and Security or the Information Center by 7:30 a.m. if their cars do not start or if other mechanical problems are evident when parked in an employee lot. These cars must be moved within 24 hours or the vehicle will be towed at the owner's expense.
11. Due to space limitations, only one car or motorcycle per campus resident may be kept on the campus lots.
12. No motor vehicle may be left on campus during any of the holiday breaks unless previously approved by the Office of Campus Safety and Security. Owners will be fined and vehicles are subject to tow.

13. All students residing in non-traditional housing are required to register their vehicles if they choose to park in College-owned lots and abide by all parking regulations.

PARKING REGULATIONS

1. Employee parking lots are identified with signs. These are reserved areas for faculty and staff from 7:00 a.m.-3:00 p.m., Monday through Friday. A valid permit is required.
2. All other parking lots have been identified as student parking. Student and employee permits are required to use these areas, including designated off-street parking associated with campus-owned houses.
3. Do NOT park in loading dock areas, with the exception of maintenance and service vehicles.
4. Do NOT park in fire lanes, interior roadways, loading zones, garage entrances, turnarounds, crosswalks, any temporarily barricaded areas or any other access points in and out of campus. **THESE AREAS ARE CONSIDERED FIRE LANES AND ARE TOW AWAY ZONES!**
5. Do NOT park on the grass, sidewalks or any other College grounds not designated as legitimate parking areas. All legitimate parking stalls will be clearly marked.
6. Do NOT take more than one parking space for your vehicle.
7. Do NOT park in disabled spaces without the appropriate valid and legitimately issued State permit.
8. Do NOT park in reserved spaces.
9. Students
 - a. Students displaying the proper student permit may park at all times in the following areas:
 - i. McClean Family Lot (Keane Lot)
 - ii. Binz/Beckman Lot
 - iii. Byrne Oaks Lot
 - iv. Henion Lot
 - v. McCarthy/Lynch Apartment Lot
 - vi. Rohlman Lot
 - vii. San Jose Pool Lot/Graber Sports Center Lot
 - viii. Visitation Lot
 - ix. West 17 th Street Lot
10. The same parking rules pertain to motorcycles as to cars.
11. **EMERGENCY FLASHERS WILL NOT BE ACKNOWLEDGED AS A SIGNAL FOR SHORT TERM PARKING.**

TOWING POLICY

1. Any person will be subject to having his/her car towed WITHOUT NOTICE for:
 - a. Parking in fire lanes.
 - b. Parking in handicap parking spaces.
 - c. Effectively blocking another car.
 - d. Storing a car on campus during any holiday break.
2. The towing policy will be as follows:
 - a. Loras Campus Safety and Security will ticket the vehicle.
 - b. A tow vehicle will be summoned, and the vehicle will be towed at the OWNER'S EXPENSE.
3. **THE TOWING POLICY WILL BE STRICTLY ENFORCED.**

RECKLESS DRIVING/SPEEDING

1. Reckless driving is driving with a wanton disregard of personal safety or property. Examples: driving on sidewalks or grassy areas; squealing of tires when a momentary loss of control of vehicle occurs.
2. The student to whom the vehicle is registered is responsible for any citations issued for careless and reckless driving or speeding even if he/she was not driving at the time the citation was issued.

FINES

1. **Student Fines:**
 - a. As stated in the Loras College *Student Handbook*, Fine and Damage Statement: "All fines and damage assessments are due within five working days after they are assessed. Students whose disciplinary, library, and/or traffic fines and/or damage accounts are delinquent are subject to current College policies."

- b. If a student is assessed a \$10.00 fine for having no current permit, he/she will also be charged the appropriate registration fee.
 - c. **A charge of \$25.00 will be assessed for any license number that needs to be researched due to the owner's failure to register the vehicle with the Office of Campus Safety and Security.**
2. **Fine Schedule:**
- a. Parking in a fire lane - \$25.00 and subject to tow.
 - b. Parking in a restricted area - \$20.00.
 - c. Parking in a faculty/staff lot - \$20.00.
 - d. Parking in a handicap space - \$100.00.
 - e. Improper parking - \$10.00.
 - f. Registering a vehicle for another student, having another student register your vehicle or falsely registering your vehicle as a student at Clarke College or the University of Dubuque - \$25.00 and loss of campus parking privileges.
 - g. Failure to obtain or improper display of current permit - \$5.00.
 - h. Storage of car on campus during any holiday break - \$50.00 (marked as "other" on the citation) and subject to tow.
 - i. All fines and registration fees must be paid in the Business Office; you must present your ticket(s) or fine statement when you make payment.

APPEALS PROCEDURE

1. All appeals of citations must be submitted to the Office of Campus Safety and Security within five working days of the citation. A form will be provided by the Campus Safety and Security Office for the appellant to fill out.
2. The Parking Appeals Board will review the written appeal and pass judgment on the information presented. If further information is required, the appellant may be asked to appear in person before judgment is made.
3. All judgments of appeals are final. The appellant will be notified in writing of the Board's decision in all cases.

GENERAL TRAFFIC AND PARKING INFORMATION

SPEED LIMIT

The speed limit on all interior streets and parking facilities of Loras College is 10 m.p.h.

HANDICAP PARKING

Handicapped students attending Loras College, displaying the proper state-issued handicap parking permit, may park their vehicles in the designated handicap parking spaces.

SPECIAL PARKING ARRANGEMENTS

It may be necessary for the Office of Campus Safety and Security to temporarily close parking areas or alter stated parking policies (ex. football game parking or graduation) with little or no notification. In this case Security personnel will control traffic to restricted areas.

BICYCLES

Bicycles are to be parked in furnished bike racks located about the campus. Bicycles secured to College property other than racks are subject to confiscation by Loras College Campus Safety and Security.

PEDESTRIANS

PEDESTRIANS HAVE THE RIGHT OF WAY AT ALL TIMES!

VISITORS/GUESTS

Students will be held responsible for any guests' or visitors' traffic or parking violations.