



2004-05 PARKING AND MOTOR VEHICLE REGULATIONS

Effective August 23, 2004

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http://parking.astate.edu
Business Hours: Monday - Friday
8:00 a.m. - 5:00 p.m.



DEPARTMENT OF PARKING SERVICES

MISSION STATEMENT

Our mission is to develop and maintain a parking infrastructure that gets people where they need to be as courteously, safely, and efficiently as possible.

ENFORCEMENT OF PARKING REGULATIONS

The enforcement of the ASU Parking and Motor Vehicle Regulations is the joint responsibility of the Department of Parking Services and the University Police Department. All regulations are enforced 24 hours per day, 7 days per week, and 365 days per year unless otherwise noted in the regulations. This document contains the official word on parking regulations on campus. Drivers are advised to not rely on past experience, hearsay, or other unofficial sources when operating and parking a vehicle on campus. If in doubt about any parking or motor vehicle issue, please contact the Department of Parking Services.

DISTRIBUTION OF PERMITS

Distribution of permits will be conducted on dates and at locations announced by the Parking Services department. Persons securing a portable hang tag must register the primary vehicle in which the tag will be displayed. Persons securing a permanent sticker must also register the corresponding vehicle. All vehicle registration information submitted, including license plate numbers, will be subject to verification through the state driver/motor vehicle information system. Updates to current registration information may be provided by contacting Parking Services via office visit, fax, or email. You must provide your ASU ID number, current registration information, and new registration information.

Vehicles are defined as any self-propelled vehicle having two or more wheels.

PERMIT GUIDELINES

ASU parking permits for 2004-05 are valid until 12:00 a.m. on September 1, 2005. Charges for parking permits are assessed to individual accounts by the Office of Finance and Administration.

All vehicles parked on the ASU campus must display a valid permit issued by the Department of Parking Services. Faculty, staff, and students must display a valid Arkansas State University system parking permit. Parameters for the operation and parking of motor vehicles at ASU-Jonesboro may be viewed on the campus map. ASU system permits from campuses other than ASU-Jonesboro are honored on the Jonesboro campus. However, only Jonesboro campus parking regulations apply when operating and parking a vehicle on the Jonesboro campus, even if the permit is issued by another campus.

Hang tag permits must be displayed by hanging on the rear view mirror so the entire front surface of the permit is visible. The regulations prohibit the display of a hang tag permit on any part of a vehicle other than a correctly installed rear view mirror. Vehicles equipped with windshield tinting, mirrors, and other objects that prohibit the normal viewing and function of a hang tag permit must display a permanent sticker permit. Also, vehicles not equipped with a correctly installed rear view mirror must display a permanent sticker. Hang tag permits may be moved from vehicle to vehicle without contacting Parking Services.

Permanent sticker permits must be displayed horizontally on the top left corner of rear glass or on the left rear bumper. Alternate methods of display are not permissible.

Replacement permits for a new vehicle purchase, auto accident, or trade-in can be purchased if the owner presents the old permit intact or with readable remains. The replacement costs for permits are as follows: FS - \$10.00, SE - \$5.00, and SD - \$5.00. No reduced pricing exists for any other circumstances necessitating permit replacement including loss and theft.

ASU parking permits are the responsibility of the purchaser and must be removed prior to sale or transfer of the vehicle or upon termination of employment or withdrawal from the university.

Falsifying registration information will result in a fine of \$85.00. A person who allows another individual to purchase a permit for him/her will be fined \$20.00 a day. A citation will be issued to both parties each day until the matter is corrected.

PARKING PERMITS

Student Permits **SD \$50.00**

Student permits are issued to all students, including evening and Saturday students. The place of residence has no bearing on whether or not a permit is required. Vehicles displaying this permit may be parked in any non-restricted area. All metered and garage parking must be paid. Students with reserved spaces must display a current ASU permit.

Faculty/Staff Permits **FS \$70.00**

Faculty/Staff permits are issued to faculty and staff. Vehicles displaying this permit may be parked in designated faculty parking or in any non-restricted area. All metered and garage parking must be paid. Faculty and staff with reserved spaces must display a current ASU permit. Faculty permits will be limited to one. Students driving vehicles displaying FS permits may not park in faculty/staff parking. Both the permit owner and the driver will be subject to citations if enforcement personnel observe a driver parked in green as non-faculty.

Staff/Employee Permits **SE \$50.00**

Staff/Employee permits are issued to employees not wishing to purchase a FS permit. Vehicles displaying this permit may be parked in any non-restricted area. All metered and garage parking must be paid. Employees with reserved spaces must display a current ASU permit.

Temporary Permits **TP \$5.00**

Temporary permits are issued to faculty, staff, or students who are unable to display their current parking permit. Examples for use include a misplaced permit, permit left in another vehicle, etc. Persons with FS permits may use a temporary permit to park in designated faculty parking or other non-restricted areas. Persons with SE or SD permits may use temporary permits to park in any non-restricted area. All metered and garage parking must be paid. Temporary permits are valid for one week (7 days) from date of purchase.

Motorcycle Permits **MC \$50.00/\$10.00**

All motorcycles, motor bikes, scooters, etc. must display a current motorcycle permit. Persons who have purchased a standard motor vehicle permit may purchase motorcycle permits at the discounted price of \$10.00. Motorcycles larger than 50cc may be parked in regular vehicular parking spaces or in designated motorcycle parking. Motor bikes 50cc or less must be parked in designated motorcycle parking only.

Business Permits **BP \$40.00**

Business permits are issued to persons who are not faculty, staff, or students and who will receive or potentially receive payment for services rendered on or for any campus of the ASU system. Examples include but are not limited to sales, equipment maintenance/repair, vendors, service providers, contractors, etc. Vehicles displaying a business permit may be parked in faculty parking and any other non-restricted area. Parking is also allowed in yellow zones for load/unload activities as long as access to fire hydrants, refuse dumpsters, etc. is not impeded. Vehicles must be promptly removed when load/unload activities are complete. All metered and garage parking must be paid.

Construction Permits **CP No Charge**

Construction permits are issued to persons who are working on construction projects coordinated through the Construction Office of Facilities Management. The permits are free of charge to general construction workers employed under the supervision of a contractor. Contractors must purchase a business permit. Construction permits must be secured from the construction office. Vehicles displaying construction permits are permitted in areas assigned by the Construction Office.

Visitor Permits **VP No Charge**

Visitor permits are issued to persons who are not students, faculty, or staff associated with the ASU system or who are not conducting business related to the ASU system for which payment or potential payment will be received. Vehicles displaying a visitor permit must be parked in designated visitor parking or in short-term metered parking. All metered parking must be paid. Visitor permits are available at the Parking Services office or at many other destinations on campus. Vehicles displaying expired visitor permits will receive citations.

NOTE: A fee structure for visitor permits will be introduced in August 2005. The fee structure will be announced during the summer 2005 academic terms.

RESTRICTED PARKING AREAS

FIRE LANES RESTRICTED PARKING FOR OFFICIAL EMERGENCY VEHICLES.

Fire lanes are clearly marked with red pavement markings or curbs and supporting signage. Unauthorized vehicles will be ticketed (\$150.00 fine) and towed. Fire lanes are enforced at all times.

LOADING/SERVICE ZONES

RESTRICTED PARKING FOR AUTHORIZED SERVICE/DELIVERY VEHICLES. Loading/service zones are clearly marked with yellow pavement markings or curbs. Some loading/service zones also have additional supporting signage. Unauthorized vehicles will be ticketed (\$25.00 fine) and subject to towing. Loading/service zones are enforced at all times.

FACULTY/STAFF ZONES

RESTRICTED PARKING FOR VEHICLES DISPLAYING FS PERMITS ONLY.

Vehicles displaying current federal/state disability permits or ASU temporary disability permits are also permitted. Faculty/staff zones are clearly marked with vertical signage. Some faculty/staff zones will also have green curbs. However, please note that green curbs are being phased out. Pay particular attention to the vertical signage. Unauthorized vehicles will be ticketed (\$25.00 fine). Faculty/staff zones are enforced during the following hours: Monday through Thursday, 7:00 a.m. to 6:00 p.m. and Friday, 7:00 a.m. through 1:00 p.m.

DISABILITY PARKING

RESTRICTED PARKING FOR VEHICLES DISPLAYING FEDERAL/STATE DISABILITY PERMITS ONLY. Disability parking spaces are clearly marked with blue and white pavement markings or curbs. Supporting vertical signage is also included with most disability spaces. Ramp access spaces are located adjacent to disability parking spaces and are clearly marked with yellow pavement markings or curbs. Ramp access spaces are considered to be a part of the disability spaces for enforcement purposes. Faculty, staff, and student vehicles must display a federal/state issued disability permit and an ASU validation sticker issued by Disability Services. Visitors must display a federal/state issued disability permit and current visitor permit. Unauthorized vehicles will be ticketed (\$150.00 fine) and subject to towing. Disability parking is enforced at all times.

VISITOR PARKING

RESTRICTED PARKING FOR VEHICLES DISPLAYING VALID VISITOR PERMITS. Visitor parking spaces are clearly marked with blue and white pavement markings and supporting vertical signage. Faculty, staff, and students of the ASU system are not considered visitors. Persons providing services to ASU for pay or potential payment are not considered visitors. Unauthorized vehicles will be ticketed (\$50.00 fine). Visitor parking is enforced Monday through Friday, 8:00 a.m. to 5:00 p.m.

OTHER RESTRICTED PARKING

Other restricted parking is clearly marked by signs and/or pavement markings. The specific restrictions are communicated by the signage.

EVENT PARKING

RESTRICTED PARKING FOR VEHICLES AUTHORIZED BY AN EVENT COORDINATOR. Event parking spaces are clearly marked with cones, barrier tape, signs, or meter hoods.

***ASU is officially closed for business on designated holidays and other days indicated on the ASU calendar approved by the ASU President's Office. ASU is also officially closed for business when announced by the ASU Office of Public Relations. Cancellation of classes does not necessarily mean that ASU is closed for business.**

DISABILITY PARKING

Vehicles parked in disability parking spaces at ASU-Jonesboro must display a current disability license plate or placard issued by any state or the Federal Government. Faculty, staff, and students must also display a current ASU parking permit and a disability validation sticker issued by Disability Services. Visitors parking in disability must also display a current visitor permit. In addition to official disability spaces, faculty parking or any other non-restricted spaces are also available for disability parking with the same permit and validation regulations stated above.

Disability parking spaces designated "van accessible" are exclusively dedicated for persons using mechanical lifts, wheelchairs, and other mobility devices. Disabled persons who do not use mobility devices are not authorized to park in spaces designated as "van accessible."

Parking in disability spaces without proper permits is a serious offense. Citations issued for this violation carry a \$150.00 fine. Repeat violators will be towed and fined. Citations are also issued for not displaying a validation sticker, for unauthorized use of "van accessible" spaces, and for blocking disability ramp space and recessed street and sidewalk access areas.

Transfer of a disability license or placard is a violation of the Arkansas state law. Offenders will receive citations.

TEMPORARY DISABILITY PARKING

The ASU Student Health Center provides permits for temporary disabilities. Vehicles displaying a current ASU temporary disability permit may be parked in spaces painted green but not in blue and white disability spaces. An ASU temporary disability permit does not provide any additional privileges. An ASU disability permit must be placed face up on the driver side of the vehicle dash.

CONTRACT PARKING

All contract parking participants must display an ASU parking permit with a contract lot validation sticker when parking in contract parking or any other location on campus.

NORTH CAMPUS CONTRACT PARKING

Location: NORTH PARKING DECK -- near Reng Student Services Center, Chickasaw, Nursing/Health, Center for Excellence in Education, International Center, Kays and University Residence Halls
Rate: \$400.00 per year for levels 1 and 2; \$300.00 per year for level 3 (does not include ASU parking permit)

CENTRAL CAMPUS CONTRACT PARKING "A" AND "B"

Location: COOLEY DRIVE PARKING LOT - Lot "A" near College of Business, HPSS, Wilson, Administration, Military Science - Lot "B" near Library, Communications/Education
Rate: \$200.00 per year (does not include ASU parking permit)

SOUTH CAMPUS CONTRACT PARKING

Location: SOUTH FINE ARTS PARKING LOT - near Agriculture, Lab Science, Fine Arts, Computer Science/Math, ABI, Communications/Education
Rate: \$200.00 per academic year (does not include ASU parking permit)

ALL CONTRACT PARKING IS STRICTLY ENFORCED 24 HOURS A DAY/7 DAYS A WEEK/365 DAYS A YEAR INCLUDING HOLIDAYS AND DAYS ASU IS CLOSED FOR BUSINESS. UNAUTHORIZED VEHICLES WILL BE IMMEDIATELY TOWED AT THE EXPENSE OF OWNER/DRIVER. APPROPRIATE CITATIONS WILL ALSO BE ISSUED. ALL CONTRACT PARKING IS ENFORCED EVEN WHEN GATES OR OTHER ACCESS RESTRICTION IS NOT OPERATIONAL OR PRESENT.

EVENT PARKING

Event parking information can be obtained through the ASU Parking Services web site at <http://parking.astate.edu>.

VISITOR PARKING

Visitors are always welcome on campus. Visitors must secure a visitor permit from Parking Services in the University Police Building (623 University Loop East) or from the department or office to be visited on campus. Vehicles displaying a visitor permit must park in designated visitor parking or short-term metered parking. All metered and garage parking must be paid. Persons conducting business related to the ASU system for which payment or potential payment will be received are not considered visitors.

Any spaces signed or marked specifically for visitor parking are restricted for visitors only. Visitor parking is enforced Monday-Friday, from 8:00 a.m. to 5:00 p.m. except when ASU is officially closed for business.

CURRENTLY ENROLLED STUDENTS OR CURRENT EMPLOYEES OF ANY ASU SYSTEM CAMPUS ARE NOT CONSIDERED VISITORS AT ANY TIME.

POST OFFICE PARKING. Parked in the U.S. Postal Service customer parking lot is enforced from 8:00 a.m. until 5:00 p.m. Monday-Friday all year long. All post office customer parking has a 15 minute time limit. Postal Service employee parking and the loading dock area is enforced 24 hours a day, 7 days a week, 365 days a year. Unauthorized vehicles parked in employee parking or the loading dock area will be towed immediately at the owner/operator's expense.

METERED/GARAGE PARKING

All persons parking in metered or garage parking, including visitors, must pay the indicated rate for the time desired. Parking meters cost 5 cents for each three minutes desired. All meters have time limits (thirty, sixty, ninety, or one hundred twenty minutes). Please look at the instructions on each meter to determine the time limits. Please report any meter malfunctions to Parking Services immediately.

Parking rates in the North Parking Deck are \$1.00/6 hours for persons who have purchased and are displaying a current faculty, staff, student, temporary, or business permit. All other patrons must park in spaces marked "VISITOR" where the rate is \$1.00/1 hour. Non-visitors who park in visitor parking will receive citations. Visitors who park in non-visitor parking will also receive citations. All metered and garage parking is enforced Monday-Friday from 8:00 a.m. to 5:00 p.m. except when ASU is officially closed for business.

MOTORCYCLES/MOTOR BIKES

Designated motorcycle parking is provided at several locations on campus. Spaces are indicated with white curbs labeled "Motorcycle Parking." Motorcycles larger than 50cc may be parked in regular vehicular spaces or in designated motorcycle parking with valid permits. Authorized parking for 50 cc or less moped-type vehicles will be restricted to designated parking areas for motorcycles only. Motorbikes, motor scooters, motorcycles, and bicycles must be operated only on streets normally designated for automobile use.

TOWING AND IMPOUNDING OF VEHICLES

The university reserves the right to immobilize, tow, and/or impound any vehicle that is parked on university property in such a way as to constitute a serious hazard or to prohibit the normal operation of any part of the parking infrastructure at ASU-Jonesboro; or any vehicle owned by a violator having three or more violations in any academic year. The Department of Parking Services may direct an authorized commercial garage to carry out any towing action. Violators will be responsible for paying all costs for removal, impounding, and storage of such vehicles. Vehicles may be held until all charges are paid.

MOVING VIOLATIONS

Moving violations include all traffic laws as stated in the Arkansas Motor Vehicle and Traffic Laws and State Highway Commission Regulations. The official ASU citation will be sufficient as a summons for violation of these rules and regulations. In lieu of a university citation, the violator may be issued a uniform traffic ticket which will be adjudicated in municipal court.

OFFENSES AND PENALTIES

Operating a motor vehicle in any manner which creates a disturbance on campus may be considered a traffic violation. This includes excessive use of boom box, stereo, city ordinance/officer's discretion, horn, illegal exhaust systems, squealing of tires, or placing pedestrians or other drivers in a hazardous situation.

APPEALS

All appeals must be made within seven business days from the issue date of the citation. All appeals must be submitted online at <http://parking.astate.edu>. A \$5.00 fee will be added to all appeals that are denied by the Parking/Motor Vehicle Committee.

FINES

The responsibility for payment of fines incurred for moving and parking violations rests with the registrant. If vehicle registration is incomplete, responsibility rests with the owner and/or operator of the vehicle. Persons violating the parking and motor vehicle regulations will be fined according to the university's system of violations listed below. The Parking/Motor Vehicle Committee reserves the right to revise the violations list and fines as needed during the 2004-05 year.

VIOLATIONS LIST

1. Failure to display current permit.....	\$25.00
2. Failure to display permit properly.....	\$25.00
3. Illegal use of permit: reproducing, altering, defacing, using revoked, etc.	\$85.00
4. Parked disregarding painted lines	\$25.00
5. Hazardous driving.....	\$25.00
6. Parked in unauthorized zone.....	\$25.00
7. Failure to stop or yield right of way.....	\$25.00
8. Failure to stop at red light	\$25.00
9. Disregarding of barricades/railroad lights.....	\$25.00
10. Driving wrong way on one way	\$25.00
11. U turn.....	\$25.00
12. Expired registration tags.....	\$25.00
13. Driving/parked on grass.....	\$25.00
14. Parked in ramp/space reserved for disability parking.....	\$150.00
15. Parked in red (fire lane).....	\$150.00
16. Parked in yellow (service zone).....	\$25.00
17. Parked in green (faculty/staff).....	\$25.00
18. Double parked/blocking.....	\$25.00
19. Blocking loading dock/ramp.....	\$25.00
20. Blocking drive.....	\$25.00
21. Blocking dumpster.....	\$25.00
22. Overtime in Postal Service lot (15-minute time limit)	\$25.00
23. Parked on wrong side of street.....	\$25.00
24. Parked where prohibited by signage.....	\$25.00
25. Backed into parking space on street	\$25.00
26. Blocking fire hydrant.....	\$25.00
27. Loading zone 15 minute time limit	\$25.00
28. Failure to display license plate.....	\$25.00
29. Failure to display disability hang tag.....	\$25.00
30. Unauthorized parking in "van accessible" disability space.....	\$25.00
31. No ASU disability validation sticker.....	\$25.00
32. Unauthorized parking in surface reserved space	\$25.00
33. Parked in visitor space.....	\$50.00
34. Overtime in metered parking	\$10.00
35. Security violation (propping doors open, etc.).....	\$25.00
36. Speeding.....	\$25.00
37. No ASU Collegiate Park validation sticker	\$25.00
38. Other (see comments)	\$25.00
39. Warning (see comments).....	0.00
40. Overtime Parking in North Parking Deck.....	\$10.00
41. Overtime Parking-Visitor in North Parking Deck.....	\$15.00
42. Parked in reserved space in North Parking Deck	\$50.00
43. Oversize vehicle over 20 feet.....	\$25.00

ADDITIONAL INFORMATION

- The ASU Parking/Motor Vehicle Regulations on file with the State of Arkansas in the office of the Secretary of State. The regulations are enforcing under the authority of Act 328 enacted by the General Assembly of the State of Arkansas.
- Violators of established parking/motor vehicle regulations may be issued a uniform traffic ticket payable in municipal court in Jonesboro, Arkansas in lieu of ASU citation.
- Violation notices will be affixed to the motor vehicle or presented to the driver.
- Vehicles are considered parked when left standing, stopped, or unattended for any period of time.
- Arkansas State University assumes no responsibility for the care and/or protection of any vehicle or its contents at any time while it is operated or parked on the campus.
- Pedestrians have the right-of-way at designated crosswalks at all times except signal controlled intersections where pedestrians will be expected to comply with the signal.
- Owners/operators of disabled vehicles (dead battery, empty fuel tank, lost keys, etc.) must notify Parking Services or University Police immediately noting the exact location.
- Vehicles are assumed abandoned if left parked and stationary for a period of two weeks. Abandoned vehicles will be towed at the owner's expense.
- Permit owners are responsible for all violations for vehicles displaying their permit.
- Only one type of ASU parking permit is to be displayed on a vehicle at a time.
- Vehicles will not be operated on the ASU campus without required safety equipment prescribed by the vehicle code of the State of Arkansas.
- All campus vehicle accidents must be reported directly to the University Police Department.
- No parking or stopping on roadways is allowed.

All persons, including visitors, are expected to adhere to all campus and state regulations regarding safety procedures.