1992

UA1B3/6 Parking & Traffic Regulations

WKU Parking & Traffic Committee

Follow this and additional works at: https://digitalcommons.wku.edu/dlsc_ua_records

Part of the Higher Education Administration Commons, Social History Commons, Sociology Commons, Urban, Community and Regional Planning Commons, and the Urban Studies and Planning Commons

Recommended Citation

https://digitalcommons.wku.edu/dlsc_ua_records/5834

This Article is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in WKU Archives Records by an authorized administrator of TopSCHOLAR®. For more information, please contact topscholar@wku.edu.
Parking—Traffic Regulations

WESTERN KENTUCKY UNIVERSITY

PURPOSE
The purpose of these regulations is to expedite the safe and orderly conduct of University business and to provide parking facilities in support of this function within the limits of available space.

AUTHORITY
These regulations will be enforced by the Department of Public Safety, Western Kentucky University, on the campus and on the streets running through and adjacent to campus in accordance with the provisions of Kentucky Revised Statute 164.975.

These provisions concerning Student Life Policies and vehicles constitute part of the Board of Regents' governing statutes, rules, and policies and supersedes any inconsistent provision previously approved.

GENERAL POLICIES ON PARKING AND REGISTRATION
Any motor vehicle parked on University property, other than paid meter spaces must display a valid Western Kentucky University parking permit or decal. The type of permit indicates the areas where the vehicle may be parked. The use of a motor vehicle on Western Kentucky University property is a privilege, not a right, and is made available only under the policies established in the University Parking And Traffic Regulations currently in effect.

Permission to operate a motor vehicle on campus is granted by the University. A 72 hour written notice shall be provided to the owner/operator before revocation of a permit or decal.

The motor vehicles of overnight guests of students, faculty, or staff members on campus shall be registered at the Department of Public Safety. The host student, faculty, or staff member is responsible for advising the guest to obtain a visitor’s permit at the Department of Public Safety. If the guest arrives after 5:00 p.m. Friday and departs prior to 7:00 a.m. Monday, no registration is necessary.

Off campus parking on adjacent streets is permitted as prescribed by the City of Bowling Green.

All motor vehicle and parking regulations, except permit requirements and meter payments, are in effect 24 hours a day, seven days a week, unless otherwise posted. Permits are required from 7:00 a.m. to 5:00 p.m. Monday through Friday while school is in session, including summer terms. Meter payment is required from 8:00 a.m. to 5:00 p.m. Monday through Friday anytime Wetherby Administration Building is open including the period between summer terms.

GENERAL POLICIES CONCERNING TRAFFIC REGULATIONS
1. All motor vehicles shall be operated and equipped in accordance with the provisions of the traffic laws as set out in Motor Vehicle Laws of the Commonwealth of Kentucky.
2. All vehicle operators shall observe the posted speed limits and shall come to a full stop at all stop signs and shall yield to pedestrians at crosswalks. In the absence of a posted speed limit, the speed shall not exceed 15 miles per hour.
3. All motor vehicle accidents on campus should be reported immediately to the Department of Public Safety.
4. Operators of motor vehicles are requested to remove vehicles from the campus during vacation periods. If the vehicle cannot be removed, the University will designate a special area for vacation parking. The person wishing this service should contact the Department of Public Safety to find which area has been so designated. If the owner does not make arrangements for vacation period parking, the University may move the vehicle at the owner’s expense.
5. Motorcycles and motorbikes, including mopeds, shall be operated only on motor vehicle thoroughfares.
6. Vehicles are not allowed in areas or spaces closed by barricades or other traffic control devices.

UNIVERSITY LIABILITY
No liability is created by the granting of parking or vehicle operating privileges on property owned, leased, or otherwise controlled by the University. The University assumes no responsibility for the care or protection of vehicles or contents while operated or parked on University property. Western Kentucky University Police Officers do patrol University parking facilities.

DRIVER RESPONSIBILITIES
1. Finding Authorized Parking Space - The responsibility of finding an authorized parking space rests with the vehicle operator. Lack of space, mechanical problems, inclement weather conditions, or other disabilities are not considered valid excuses for violation of parking and traffic regulations.
2. Space Availability - A parking permit does not guarantee the holder a parking space, but only an opportunity to park within a specified area or areas. Drivers should be aware that spaces in prime locations tend to fill up first. Depending on your time of arrival, perimeter lots may be the best choice for parking, such as the Russellville Road Lot (see map for location). The University also provides a shuttle bus service from the Bowling Green Mall on Nashville Road.
3. Enforcement - The failure of the University to strictly enforce any parking regulation shall not be construed as a waiver for the future enforcement of the regulation.
4. Permit Ownership - A parking permit signifies that an individual has been granted the privilege of parking on University property. Ownership of the parking permit remains with the University. Individuals are not allowed to transfer ownership. All permits reported lost or stolen shall be returned to the Department of Public Safety immediately upon recovery. Possession or use of a lost or stolen permit or forged permit may result in a fine, loss of parking privileges, and criminal prosecution. Report the loss or theft of a parking permit to the Department of Public Safety immediately.
5. Permit Display - Parking permits or decals must be displayed according to the parking regulations or special instructions provided by the Department of Public Safety Staff Services Office at the time of issuance. A parking permit is not considered valid unless it is displayed properly on the vehicle.

SCHEDULE OF FEES
1. Student Parking Decals - Transferable Decal only.
   a) August 15 - August 15  $30.00
   b) January 1 - August 15  $20.00
   c) May 1 - August 15  $5.00
   d) A temporary registration permit may be issued for a maximum of four (4) weeks at a time, at $2.00 per week.
2. Faculty/Staff Parking Decals - Permanent (stick on decal - limit one per person).
   a) August 15 - August 15  $15.00
Motorcycle Parking Permits

3. Faculty/Staff Parking Decals - Transferable (hang type, valid on any vehicle you place it on, limit one per person)
   a) August 15 - August 15 $30.00
   b) January 1 - August 15 $20.00
   c) May 1 - August 15 $5.00
   d) A temporary registration permit may be issued for a maximum of four (4) weeks at a time for $2.00 per week.

REPLACEMENT OF DECALS

1. If you obtain a single vehicle permit (adhesive type available to Faculty/Staff only) and your vehicle is sold or traded and a new vehicle obtained, you must return the remnants of the original decal in order to obtain another parking sticker. If the remnants are returned, a fee of $1.00 will be charged for an adhesive decal. If for reasons beyond your control, remnants of the original decal cannot be returned, a fee of $5.00 will be charged for an adhesive decal. This charge is not refundable.

2. If a Faculty/Staff member wishes to exchange a single vehicle decal (adhesive) for a transferable decal (hang type), they must return remnants of the original decal, and a fee of the difference in the price will be assessed. No exchanges will be made if remnants of the original decal are not returned.

3. If a new student decal is needed because of a change in address, the original decal should be brought to the Department of Public Safety and a fee of $1.00 will be charged for a new decal.

4. If a decal is lost or stolen, a fee of $5.00 will be charged for the new decal the first time. Any reoccurrence of a lost or stolen decal will result in a fee of the original charge.

VIOLATIONS AND ASSESSMENTS

1. When a parking citation is issued to an alleged violator or placed upon a vehicle, the recipient should appear at the Department of Public Safety within five (5) school days of such violation. The alleged violator has the following recourse open and rights of appeal. Appeals must be made in the following order within ten (10) days of citation; excluding weekends and holidays.
   a. Appear at the Department of Public Safety and pay the assessments for violations committed, or
   b. Appeal the alleged violation to the Department of Public Safety, or
   c. Appeal to the Parking And Traffic Appeals Committee.

2. Violations and assessments - these violations are for either parking or standing:
   a. Possession of lost/stolen permit $30.00*
   b. Falsely reporting a permit lost or stolen $30.00*
   c. Possession of a forged permit $30.00*
   d. Altered permit or decal $10.00
   e. Unregistered vehicle $10.00
   f. Failure to display permit or decal $5.00
   g. Improper display of permit or decal $5.00
   h. Parked in improper zone $5.00
   i. Parked in handicapped space $20.00
   j. Parked in reserved space (other than handicapped) $10.00
   k. Time limit parking $5.00
   l. Parked in yellow zone $10.00
   m. Obstructing traffic $10.00
   n. Parked in roadway $10.00
   o. Parked in crosswalk $10.00
   p. Parked on sidewalk $10.00
   q. Moving a barricade or cone $10.00
   r. Parked in non-designated space $10.00
   s. Restricted parking $10.00
   t. Parked outside of marked parking space $10.00
   u. Parked on lawn or grass $5.00
   v. Parked on expired meter $5.00
   w. Parked facing wrong direction $5.00

* These violations may also result in criminal prosecution, loss of parking privileges, and/or university disciplinary action.

REVOCAION OF PARKING PERMITS

The privilege to possess and/or operate a motor vehicle on the Western campus may be revoked by the Department of Public Safety for any of the following reasons:

1. A total of five (5) unpaid citations per academic year.
2. Falsification of information by an applicant to obtain motor vehicle registration may result in rejection of the application still in process or denial of registration privilege if the registration is in effect.
3. Possession of a lost or stolen permit, falsely reporting a permit lost or stolen, or possession of a forged permit.

PARKING REGULATIONS

1. Any student, faculty/staff member, or other person with University business who wishes to regularly park a motor vehicle on property owned or controlled by the University must obtain a Western Kentucky University parking permit. The purchase of a permit does not guarantee a parking space and lack of space is not considered a valid excuse for violation of a parking regulation.

2. Parking privileges are determined by the type of parking permit. Areas for parking are indicated on the University map included with these regulations and in the parking area by signs. In cases of conflict, signs and markings should be presumed to be correct and will take precedence over any conflicting parking map designation. All areas not specifically designated for parking shall be considered "No Parking Zones." The types of permits are as follows:

   a. Faculty/Staff permits (red in color) are issued to Faculty/Staff members (valid I.D. required) and authorize them to park in any legally designated parking spaces, exclusive of reserved spaces, within any parking area except lots restricted for "visitors".

   b. "B" zone permits (blue in color) are issued to student residents of the campus who live north of Regents Avenue, and authorize them to park in legally designated parking spaces within the following parking areas:
      1) Parking Structure
      2) Diddle Arena Lot
      3) Central Hall Lot
      4) McLean Hall Drive
      5) Kentucky Street Lot
      6) L & M Lot
      7) Egypt Lot
      8) Virginia Garrett Avenue
      9) Russellville Road Lot
      10) Creason Lot
      11) Normal Lot

   c. "C" zone permits (yellow in color) are issued to commuting students and authorize them to park in legally designated parking spaces within the following parking areas:
      1) Parking Structure
      2) Diddle Arena Lot
      3) Chestnut Street Lot
      4) Egypt Lot
      5) Russellville Road Lot
      6) Creason Lot
      7) Normal Lot
d. "D" zone permits (green in color) are issued to student residents of the campus who live south of Regents Avenue, and authorizes them to park in legally designated spaces within the following parking areas:
1) Russellville Road Lot
2) Egypt Lot
3) Poland Lot
4) Regents Avenue
5) Pearce Ford Lot
6) Bemis Lawrence Lot
7) Bemis Lawrence Drive
8) Normal Lot
9) Creason Lot

e. "Medical Permits" are issued to students who by reason of a physical condition meet certain criteria. Holders of these permits may park in any legally designated space including Faculty/Staff zones. However, they are not valid for any reserved spaces including handicap spaces, time limit spaces, and parking meters.

f. "Handicapped Permits" are issued to handicapped citizens who possess a state "Handicapped Permit". Holders of "Handicapped Permits" may park in handicap reserved spaces and in any legally designated space including Faculty/Staff zones.

3. It is not possible to mark with signs or paint all areas where parking is prohibited. However, the following guidelines will be strictly enforced. It is prohibited to park:
   a. Without a valid permit
   b. Without displaying a permit
   c. In reserved spaces without a proper permit
   d. In "No Parking Zones"
   e. In a handicap space without proper permit
   f. Blocking fire lanes, fire exits, or doorways
   g. Double parked
   h. On the lawn, sidewalks, in crosswalks, and parking lot driving lanes
   i. Exceeding time in time limit areas or meters
   j. In zones where your permit is not valid
   k. On yellow or adjacent to yellow curbs
   l. Against the flow of traffic (you must park headed into all angle parking spaces)

4. Vehicles must be parked in a designated space. The fact that another vehicle is parked in such a manner to occupy more than one parking space is not an acceptable excuse for another operator to do the same.

GENERAL INFORMATION

1. Motor vehicle registration is processed by the Department of Public Safety located in the parking structure during regular office hours, 7:30 a.m. to 4:00 p.m. "One Day Permits" may be obtained 24 hours a day from the dispatcher's office at the Department of Public Safety.

2. Assessments for violations of motor vehicle regulations may be paid at the Department of Public Safety. If not paid by the end of the fifth business day, a $2.00 assessment will be added to the fine.

3. Payment of assessments is an obligation. A traffic assessment is considered the same as all other University obligations.

4. The decal is to be removed under the following conditions:
   a) A change of vehicle ownership
   b) Termination of association with the University
   c) Receipt of a decal which supersedes a prior decal
   d) Decal expiration

5. Visitor is defined as any person other than a student or employee of Western Kentucky University.

6. Motorcycles, scooters, and motor bikes are to conform to the same regulations as other motor vehicles. All such vehicles may park in any legally designated space in the assigned parking zones as well as in any space marked for cycle parking. They shall not be taken inside campus buildings since they have a gasoline tank, as this is a violation of the fire code. They shall not be parked close to doors or building exits.

7. Departments or coordinators planning conferences, short courses, workshops or meetings shall notify the Department of Public Safety at least ten (10) days prior to the event, providing information as to location, date, name of event, and the number of guest permits needed. The Department of Public Safety will issue the necessary permits to the sponsors of the event. These arrangements are intended to prevent embarrassment to the guest when they arrive on campus.

8. Identification decals designating the parking zone to be used will be issued at the time the motor vehicle is registered. Decals are assigned to individuals by number and the individual to whom the numbered decal is issued is responsible to the University for the proper use of that vehicle in accordance with these regulations, including payment of parking citations issued to a vehicle bearing their decal.

9. Adhesive decals shall be displayed in the lower corner of the front windshield on the driver's side. The decal is valid only on the vehicle to which it is registered. The decal shall be considered invalid if not permanently affixed to the windshield.

10. Transferable decals shall be displayed hanging from the rear view mirror and are valid on any vehicle. Failure to display the transferable decal will result in a fine.

11. Vehicles parked in designated tow away zones or in a location in a manner constituting a safety hazard, or vehicles with five (5) or more outstanding parking citations parked illegally are subject to being towed. In such cases, the vehicle is released to the registered operator who shall be liable for all towing and storage fees.

12. During summer school, students are allowed to park in Zones "B", "C" or "D" with any valid Western Kentucky University parking decal.

13. The Department of Public Safety has the authority to temporarily close individual parking lots, driveways or other parking facilities, when necessary to accommodate the needs of the University. These include, but are not limited to, the maintenance of lots and parking for special events.

14. During some special events, such as ballgames and concerts, there is a $2.00 charge to park in the parking structure and Diddle Lot. Only vehicles with valid WKU "B" zone parking decals will be allowed to park at no charge. All others will be charged $2.00 to park.
Western Kentucky University

F/S - Faculty and Staff (red sticker)
B - Student • north campus (blue sticker)
C - Student • commuting (yellow sticker)
D - Student • south campus (green sticker)

Index
1 Services-Supply Building
2 Denes Field
3 Tennis Courts
4 Keen Hall
5 Pearce-Ford Tower
6 Poland Hall
7 Barnes-Campbell Hall
8 Bernis Lawrence Hall
9 Tate Page Hall
10 Academic Complex
11 Smith Stadium (Academic-Athletic Building No. 2)
12 Downing University Center
13 Diddle Arena (Academic-Athletic Building No. 1)
14 Central Hall
15 South Hall
16 West Hall
17 North Hall
18 East Hall
19 Grise Hall
20 McLean Hall
21 Bates-Runner Hall
22 Parking Structure and Public Safety Building
23 Heating Plant
24 Gilbert Hall
25 McCormack Hall
26 Rodes-Harlin Hall
27 Kentucky Building
28 Information Center
29 Cravens Graduate Center and Library
30 Helm Library
31 Industrial Education Building
32 Ivan Wilson Center for Fine Arts
33 Outdoor Theatre and Colonnade
34 Schneider Hall
35 Wetherby Administration Building
36 Craig Alumni Center and Foundation Building
37 Potter Hall
38 Van Meter Hall
39 Gordon Wilson Hall
40 Cherry Hall
41 Garrett Conference Center
42 Faculty House
43 Rock House
44 Science and Technology Hall
45 Diddle House
46 Schell House
47 Environmental Sciences and Technology Building
48 Hardin Planetarium
49 Thompson Complex (Central Wing)
50 Thompson Complex (North Wing)
51 Snell Hall
52 Jones - Jagers Hall
53 New Residence Hall
54 New Residence Hall
55 Raymond B. Preston Health and Activity Center
56 Community College Building

D5230