



UNIVERSITY OF  
EVANSVILLE®

2018-2019

# TRAFFIC AND PARKING REGULATIONS



## A Message from the Director

The Office of Safety and Security continuously strives to obtain the maximum effectiveness for our limited parking areas. All parking and traffic regulations are reviewed on an annual basis to make sure they are appropriate for our ever-changing needs. The traffic and parking regulations contained in this pamphlet are designed to assist you in driving and parking safely on the University of Evansville campus with minimal difficulty and inconvenience. I solicit your questions, concerns, and suggestions concerning these issues. We appreciate everyone's cooperation in abiding by our regulations and in assisting us in making traffic control and parking easier on our campus.

Harold P. Matthews  
*Director of Safety and Security*

# CAMPUS TRAFFIC REGULATIONS

## Registering Vehicles

Any vehicle that will be used as transportation to and from campus must be registered with the Office of Safety and Security, whether or not the vehicle will be brought onto campus. There is no charge for this registration.

## Permits

All students, employees, and University-related personnel must have a current and valid University parking permit at all times to park on campus. PERMITS ARE ISSUED TO INDIVIDUALS, NOT VEHICLES. EACH INDIVIDUAL WHO WILL DRIVE THE SAME VEHICLE MUST HAVE HIS OR HER OWN PERMIT. The permit must be displayed by hanging the permit behind the rearview mirror of the vehicle being parked. The permit may be transferred to any vehicle owned or registered by the permit holder and still be valid. Only one permit may be purchased by an individual, and it may not be given to anyone else to use. It is the permit holder's responsibility to move the permit from one vehicle to another. Failure to move the permit is not a valid reason for parking on campus without a permit. A temporary permit may be obtained from the Office of Safety and Security for use when this situation occurs. A lost or stolen permit can be replaced at the current cost of a permit when it is replaced.

## Motorcycle Permits

All students, employees, and University-related personnel must have a current and valid University motorcycle decal to park a moped, scooter, or motorcycle on campus at any time. The decal must be displayed on the front fender of the cycle. Parking is allowed only in the areas designated for motorcycles.

## How to Acquire a Parking Permit

All students, University employees, and University-related personnel choosing to use official University parking areas must complete an application for a University parking permit with the Office of Safety and Security. The office is located in the General Services building at 1 South Frederick Street, and parking permits may be purchased Monday through Friday, 8:00 a.m. to 4:00 p.m. Applicants will be issued color-coded parking permits indicating the specific parking areas in which they are eligible to park. The individual's parking permit classification will be determined by the Office of Safety and Security according to University policies.

## Driving and Parking Regulations

- Regulations are in effect 24 hours a day, 365 days a year.
- Speed limit on campus is 10 mph.
- Reserved spaces (handicap, loading and unloading zones, etc.) are reserved 24 hours a day, seven days a week.
- In crosswalk areas and sidewalks used by service vehicles, pedestrians have the right of way.
- Barricaded areas are not to be entered.
- All permit holders must park in their assigned parking areas.
- If a permit holder is unable to move a vehicle from a restricted area due to mechanical failure, the Office of Safety and Security must be notified immediately by the permit holder, and the vehicle must be moved to a proper lot within 24 hours. Extension of the 24-hour time period can be approved only by the director of safety and security.
- Do not use University property as a storage facility for unlicensed or inoperable vehicles even if you have a valid parking permit.
- No parking is allowed on sidewalks, lawns, loading zones, or other restricted areas.
- Do not block service drives, entrances, and parking lot exits.
- All cars must be parked within painted lines that indicate a parking stall.
- Permit holders must notify the Office of Safety and Security if circumstances occur that change the classification of their parking eligibility.

## Talbot Square

Talbot Square Parking Lot is located behind the Art Annex and the Melvin Peterson Gallery. This lot is available for parking for all members of the campus community who have a valid parking permit regardless of the color. Some spaces in the lot are designated for customers of Old National Bank only.

## Apartment Parking

The University owns three apartment complexes that are part of the residential housing units called the "Villages." All of the apartment complexes have parking areas dedicated for use **only** by the residents of these facilities who have purchased a valid University Villages permit designated for that facility. All other vehicles from the campus community parked in these lots are subject to the issuance of a University parking violation citation.

## Sorority Suites Complex/Methodist Temple Parking Lot

Located at 2032 Lincoln Avenue, the Panhellenic Center has a small parking area with 12 spaces and a handicap space located immediately behind the building. This area is reserved at all times for individuals who have been issued a Panhellenic Center permit. Each sorority in the complex will be issued three Panhellenic Center permits for use by its members. All other vehicles from the campus community parked in this lot are subject to a University parking violation citation. The University of Evansville has a contractual agreement with Methodist Temple in which the University leases 30 parking spaces in the lot. These thirty additional parking spaces are available, from 6:00 p.m. – midnight, seven days a week, in the Methodist Temple parking lot across from the Panhellenic Center. The University has agreed, and the Methodist Temple has authorized, the Office of Safety and Security to provide parking enforcement in this lot for violations of the agreement for the use of the leased spaces by members of the campus community. Parking in other areas of the lot is not permitted. These spaces are marked by signs stating UE SORORITY PERMITS REQUIRED 6:00 p.m. – MIDNIGHT. Vehicles from the campus community parked in these spaces without a valid parking permit or in other areas of the lot are subject to a University parking violation citation.

## Classifications and Fees for Parking Permits

**Green Permits:** All University employees and contractual services employees. \$50/year; \$25 for those joining the University at the beginning of the spring semester; \$10 for summer session. Holders of these permits may park in green lots, red lots, and Lots H, O, P, and Q.

**Red Permits:** All day and evening students commuting to campus or living near campus in non-University owned housing. \$50/year; \$25 for those joining the University at the beginning of the spring semester; \$10 for summer session. Holders of these permits may park only in red lots, and Lots H, O, P, and Q, Monday through Friday, from 7:30 a.m. to 5:00 p.m.

**Blue Permits:** All students residing in University residence halls. \$50/year; \$25 for those joining the University at the beginning of the spring semester; \$10 for summer session. Holders of these permits may park only in blue lots and Lots H, O, P, and Q, Monday through Friday, from 7:30 a.m. to 5:00 p.m.

**Orange Permits:** All students residing in University Villages housing facilities. \$50/year; \$25 for those joining the University at the beginning of the spring semester; \$10 for summer session. Residents of apartment complexes with assigned parking areas will be issued color-coded permits allowing them to park in the parking areas assigned to the complex. All other orange permit holders may park only in blue lots and Lots H, O, P, and Q, Monday through Friday, from 7:30 a.m. to 5:00 p.m.

**Yellow Permits:** All residents of housing facilities in the fraternity complex who wish to park in the fraternity complex parking lot. Limited to 27 permits per house. \$50/year; \$25 for those joining the University at the beginning of the spring semester; \$10 for summer session. Holders of these permits may park only in the fraternity complex lot, Monday through Friday, from 7:30 a.m. to 5:00 p.m.

**Handicap Permits:** All students, University employees, or contractual service employees eligible under State of Indiana regulations or other states' regulations to receive handicap permits or license plates. Permits are available upon presentation of letter from physician stating the need for special parking consideration and the length of time the consideration is needed. Short term permits are available. \$50/year; \$25 for those joining the University at the beginning of the spring semester; \$10 for summer session. Holders of these permits may park in the handicap parking spaces at all times and all locations.

**Motorcycle Permits:** All University students, employees, or University-related personnel who wish to park a two-wheeled motorized vehicle (motorcycle, scooter, or moped) on campus. \$15/year; \$8 for those joining the University at the beginning of the spring semester; \$5 for summer session. Holders of these permits may park only in designated motorcycle parking areas.

**Noncredit Course Permits:** Students attending **only** noncredit courses offered by the Center for Adult Education. Permit may be obtained from the Center for Adult Education at registration.

**Temporary Permits:** All University students, employees, or University-related personnel who have purchased a current parking permit but have temporarily misplaced or left the permit where it cannot be used; all temporary employees hired on a short-term basis. No charge for individuals who have a current permit, valid for up to two weeks; \$25 for temporary employees, valid for three months. Must reapply if temporary employment extends past three months and pay an additional \$25 fee. Holders may park in lots that are designated on the temporary permit when issued.

**Guest Permits:** All guests of the University; may be obtained through the Office of Admission or the Office of Safety and Security. Participants attending University-sponsored, short-term conferences or seminars (one to five days) will be provided guest permits by the conference director. It is the responsibility of the individual sponsoring the event to make arrangements for such guest permits through the Office of Safety and Security. No charge.

## Violations and Penalties

In the interest of providing adequate parking for all University constituents, parking regulations will be vigorously enforced.

A citation is the responsibility of the person in whose name the permit is registered with the Office of Safety and Security. Motor vehicle regulations shall also apply to the spouse, partner, and dependents of the registrant.

Any person feeling that his or her vehicle has been unjustly ticketed may appeal. Appeal forms may be obtained in the Office of Safety and Security, or an appeal can be filed online by going to the Office of Safety and Security website at [www.evansville.edu/safety](http://www.evansville.edu/safety). Appeals must be made in writing to the director of safety and security. Appeals must be received within **10** days after issuance of the ticket or the right to appeal is forfeited. If your appeal is denied, and further appeal is requested, your original appeal form will be forwarded to the Parking Citation Appeals Board for further consideration.

**Habitual Parking Offender:** Any student, University employee, or University-related employee who receives **10** citations during a permit year may be classified as a habitual parking offender. After receiving **5** citations, an e-mail or letter will be sent to violators advising them to cease violating the parking regulations of the University. Students receiving a 10th citation will be referred to the dean of students for disciplinary action and determination of classification

as a habitual parking offender. University employees and University-related employees receiving a 10th citation will receive a letter from the director of safety and security advising him or her of the classification and that his or her driving and parking privileges on campus have been revoked. When an individual is classified as a habitual parking offender, he or she will be required to surrender his or her parking permit to the Office of Safety and Security. The individual will be advised that his or her vehicle will be issued a citation and towed from campus each time it is found on campus during the revocation. The period of revocation will be, at a minimum, the remainder of the permit year.

Appeals of a classification as a habitual parking offender may be made, in writing, within five days of receipt of the letter of notification. The appeal must be submitted to the director of safety and security and will be forwarded to the Parking Citation Appeals Board for further consideration.

Fines are payable upon receipt of a citation. Payment of parking fines can be made Monday through Friday, 8:00 a.m. to 4:00 p.m. in the Office of Student Accounts, Room 105, Olmsted Administration Hall. Student citations will be charged to their student account upon identification of the receiver of the citation. Employee citations will be forwarded to the Office of Student Accounts for collection of fines upon identification of the receiver of the citation. Unpaid employee fines will be forwarded to the Office of the Vice President for Fiscal Affairs and Administration for collection.

**Towing Policy:** Vehicles may be removed from campus properties under the following circumstances: repeated violations of parking regulations, blocking vehicles, parking in no parking zones, loading zones, yellow curbs, outside stall lines, or on sidewalks or grass, parking in fire lanes, handicap spaces, reserved parking spaces, or vehicles belonging to individuals who have had their parking privileges revoked. Costs and penalties will be paid by the owner of the vehicle.

The responsibility for finding a legal parking space rests with the vehicle operator. Lack of space is not a valid excuse for violation of regulations.

Upon withdrawal, suspension, or expulsion from school, or resignation or termination from employment, parking permits must be returned to the Office of Safety and Security. There are no refunds.

The University of Evansville polices the parking areas but assumes no financial responsibility for the vehicles or their contents while parked on the campus parking lots.

**The University of Evansville reserves the right to change regulations as necessary.**

## PARKING VIOLATION FEE SCHEDULE

### 1.0 Registration and Non-operation Violations

1.1 No parking permit .....	\$ 60
1.2 Possession or use of lost, stolen, counterfeit, or altered permit* .....	100
1.3 Use of permit not issued to owner-operator.....	50
1.4 Allowing use of permit by non-owner.....	50

### 2.0 Wanton Disregard for Rights of Others or Hazardous Violations

2.1 Reckless driving or speeding.....	\$ 30
2.2 Blocking parked vehicle .....	30
2.3 Parking in a fire lane* .....	30
2.4 Parking in a handicap space* .....	50
2.5 Parking in reserved space (president, purple, etc.)* .....	50
2.6 Operating motor vehicle while intoxicated (alcohol or drugs) .....	50

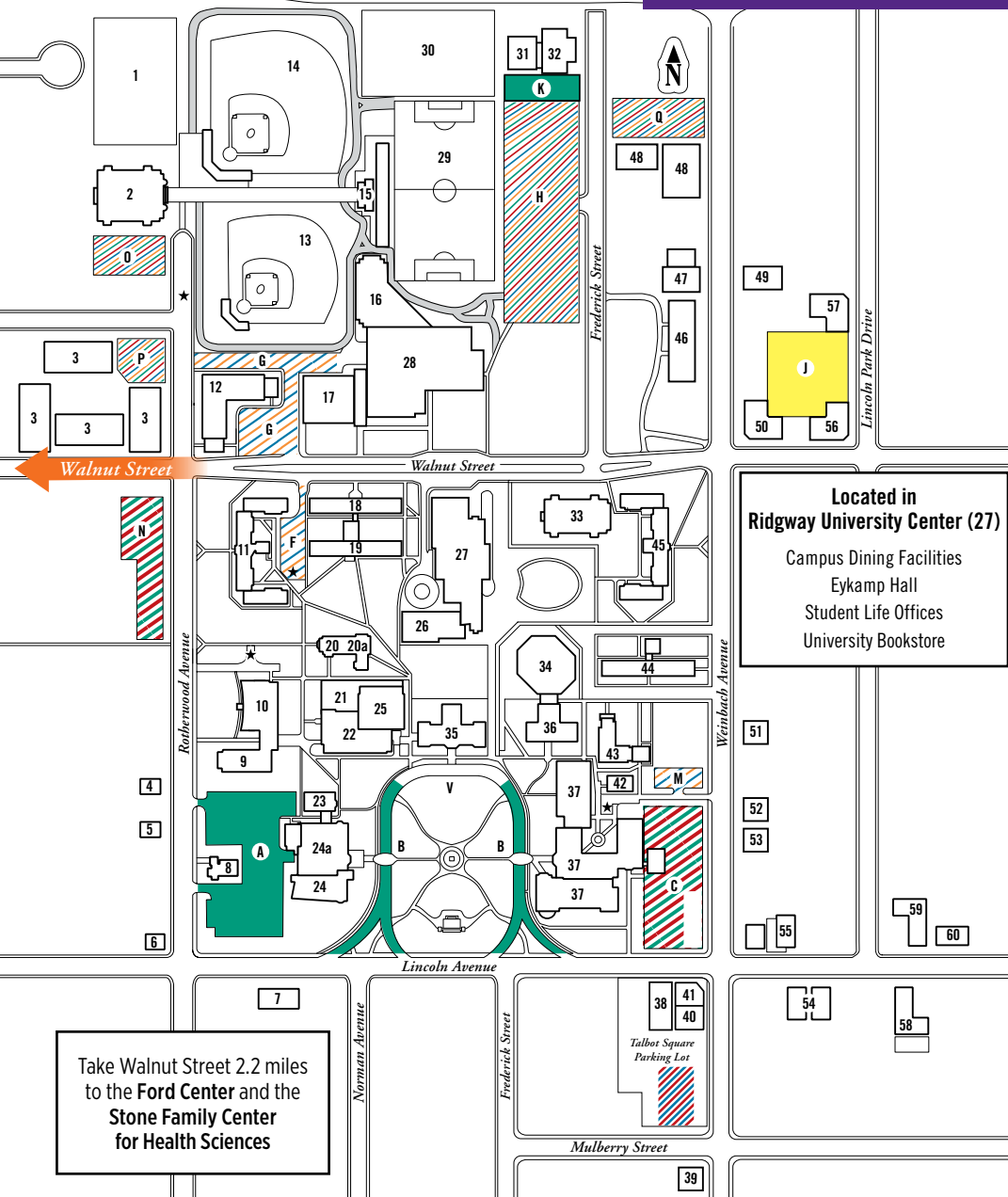
### 3.0 Other Improper Parking

3.1 Wrong lot.....	\$ 20
3.2 Parking across, outside, or on stall lines .....	20
3.3 Parking on yellow curb .....	20
3.4 Parking on grass or sidewalk .....	20
3.5 Parking in a no parking zone .....	20
3.6 Parking in loading zone .....	20

\*Vehicles **WILL** be towed for these violations.

Verbal or physical abuse of safety and security personnel by employees or students will not be tolerated. Violators will be reported to the director of human resources or the Office of the Dean of Students. Physical abuse of security personnel may result in the perpetrator's termination of employment or in suspension or expulsion from the University.

# CAMPUS MAP



Administrative Services/Safety and Security.....	32
Alumni and Parent Relations.....	5
Art Annex.....	38
Art Studio.....	39
Auxiliary Support Facility.....	2
Black Beauty Field (Soccer).....	29
Bower-Suhrheinrich Library.....	34
Center for Adult Education.....	33
Charles H. Braun Stadium (Baseball).....	14
Brentano Residence Hall.....	18
Carson Center.....	28
Central Plant.....	26
Clifford Memorial Library.....	36
James N. and Dorothy M. Cooper Stadium (Softball).....	13
Delta Omega Zeta Sorority.....	52
Diversity Resource Center.....	51
Engineering Annex.....	40
Facilities Department.....	31
Fehn House.....	4
Fifth Third Bank Basketball Practice Facility.....	17
Frederick Commons.....	48
Graves Hall.....	33
Hale Residence Hall.....	44
Hazeart Apartments.....	54
Hughes Residence Hall.....	45
Hyde Hall.....	22
John L. and Belle Igleheart Building.....	8
Intramural Field.....	1
Intramural/Practice Field.....	30
Jones Hall.....	46
Koch Center for Engineering and Science.....	37
Kranert Hall of Art and Music.....	9
Lambda Chi Alpha Fraternity.....	47
Lincoln Park Apartments.....	59
May Studio Theatre.....	21
Arad McCutchan Stadium.....	15
Melvin Peterson Gallery.....	41
Moore Residence Hall.....	11
Morton Residence Hall.....	19
Neu Chapel.....	20
Wesley Gallery.....	20a
Olmsted Administration Hall.....	35
Panhellenic Center.....	60
Peters-Margedant House.....	42
Phi Gamma Delta (FIJ) Fraternity.....	57
Phi Kappa Tau Fraternity.....	56
Mary Kuehn Powell Residence Hall.....	43
Ramona Apartments.....	58
Ridgway University Center.....	27
Sampson Hall (Crayton E. and Ellen Mann Health Center).....	23
Schroeder Family School of Business Administration Building.....	24
McCurdy Wing.....	24a
Schroeder Residence Hall.....	12
Shanklin Theatre.....	25
Sigma Alpha Epsilon Fraternity.....	7
Sigma Phi Epsilon Fraternity.....	50
Student Fitness Center.....	16
Tau Kappa Epsilon Fraternity.....	53
University Apartments.....	55
Vize House.....	6
Walnut Commons.....	3
216 S. Weinbach Apartments.....	49
Wheeler Concert Hall.....	10
Employee and Student Parking.....	A-Q
Visitor Parking.....	V
Motorcycle Parking.....	★

## LOT DESIGNATIONS AND RESTRICTIONS

The parking map indicates lots reserved for green, red, blue, orange, and yellow permits. Red and green lots are restricted from 7:30 a.m. to 5:00 p.m., Monday through Friday. After 5:00 p.m., Monday through Friday, and all day Saturday and Sunday, these lots are available for parking with **any** valid University parking permit. All blue, orange, and yellow lots and areas, excluding Lot H, are restricted at **any** times to the indicated types of permits.

- |       |  |       |   |
|-------|--|-------|---|
| Lot A | Green permits only, 7:30 a.m. - 5:00 p.m., Monday through Friday.  | Lot K | Green permits only, 7:30 a.m. - 5:00 p.m., Monday through Friday.                   |
| Lot B | Green permits only, 7:30 a.m. - 5:00 p.m., Monday through Friday.  | Lot M | Blue and orange permits only at all times.  |
| Lot C | Red and green permits only, 7:30 a.m. - 5:00 p.m., Monday through Friday.  | Lot N | Red and green permits only, 7:30 a.m. - 5:00 p.m., Monday through Friday.           |
| Lot F | Blue and orange permits only at all times.   | Lot O | Green, red, blue, and orange permits, 7:30 a.m. - 5:00 p.m., Monday through Friday. |
| Lot G | Blue and orange permits only at all times.   | Lot P | Green, red, blue, and orange permits, 7:30 a.m. - 5:00 p.m., Monday through Friday. |
| Lot H | Blue, orange, green, and red permits, 7:30 a.m. - 5:00 p.m.; green permits only, 7:30 a.m. - 5:00 p.m. along south end of east and west fences, Monday through Friday. | Lot Q | Green, red, blue, and orange permits, 7:30 a.m. - 5:00 p.m., Monday through Friday. |
| Lot J | Yellow permits only at all times.  | ★     | Motorcycle parking  |

**Visitor Parking:** Top portion of oval drive adjacent to Olmsted Administration Hall and outer curb of oval drive from pedestrian crosswalk in front of Koch Center for Engineering and Science to Olmsted Administration Hall. Faculty or administrators expecting large groups should provide a parking map and dated visitor permit to each visitor prior to arrival on campus.