

Dominican University Parking Policy

Section 1: General Information

1.1: Purpose

The purpose of Dominican University's parking policy is to (1) facilitate safe and orderly vehicular movement on roadways and parking lots, (2) maximize parking efficiency for university business, (3) ensure equitable parking for students, employees, and visitors, and (4) promote safety on pedestrian pathways.

1.2: Operation and Possession of Vehicles on Campus

The operation and possession of any vehicle on the Dominican University (DU) campus is a privilege granted by the university. The privilege to operate or park a vehicle on university property may be suspended by the university to preserve the safety of the campus community. Vehicle operators are responsible to know, understand, and comply with DU's Vehicle Regulations.

All individuals who operate a vehicle on the DU campus agree to:

1. Possess a current and valid driver license.
2. Keep the vehicle currently registered and insured in accordance with Illinois law.
3. Abide by the Illinois vehicle code and by the regulations of DU.
4. Pay all fines and fees resulting from violations of these regulations.

Unless stated otherwise by the university's Vehicle Regulations, all provisions of the Illinois Vehicle Rules of the Road are applicable on the DU campus. These provisions include, but are not limited to, observation of posted speed limits, traffic signs, and other traffic control devices; proper usage of seat belts; usage of cell phone or handheld devices while operating a vehicle; driving under the influence of alcohol or drugs; and yielding to pedestrians and cyclists.

1.3: Liability

DU does not assume responsibility for theft, loss of property, or damage to vehicles on DU property.

1.4: Authority to Tow

DU is considered private property, and The Department of Campus Safety may relocate or remove from campus any vehicle that is deemed abandoned, disabled or lacking major parts, or in violation of university parking policies. DU is not liable or responsible for towing charges or damages that may result from when a vehicle is towed from DU property. The vehicle owner is

responsible for all towing charges incurred.

Section 2: Vehicle Registration and Parking Pass Requirements

2.1: Parking Pass Requirements

All student, faculty, and staff vehicles must be registered with the IT Support Center. If a parking pass is damaged or destroyed, a replacement must be obtained for a fee. The fee **may** be waived for extenuating circumstances including, but not limited to, the loss of a parking pass due to theft or vehicle damage. Registration of a vehicle and possession of a parking pass or parking pass does not guarantee the registrant a parking space or any particular parking space in any particular lot on campus.

Possession of an altered, forged, stolen, or unregistered permit will result in university sanctions. Persons not affiliated with the university are not permitted to possess a Faculty/Staff, Resident, or Commuter Parking pass without the approval of the Department of Campus Safety.

2.2: Proper Display of Parking Pass

Vehicle operators must obtain a parking pass and place it on the rearview mirror of their vehicle while on campus. If the pass cannot be displayed on the rearview mirror then it can alternatively be placed on the left hand side of the dashboard with the numbers visible.

2.3: Vehicle Registration

All vehicles are required to be registered on campus. Students must be registered for courses and possess a current student ID card in order to obtain a parking pass. Resident students will only be permitted to register and keep one vehicle on campus at a time. Parking passes may not be transferred to another vehicle without first registering the vehicle with The IT Support Center.

2.4: University Contracted Employees/Affiliates

Employees of contracted services may apply for a General Parking Pass once they have received a university ID card from the Support Center.

2.5: Visitor Permits

Those visiting campus for more than two hours may obtain Temporary Parking Pass from the Campus Safety Office. Visitor Day Passes and Temporary Parking Passes must be displayed face up on the dashboard. Individual departments are required to request guest passes at least 72 hours in advance by submitting a Support Center ticket online to Campus Safety.

Section 3: Parking Regulations

3.1: General Parking Rules

A vehicle is considered “parked” when it is stopped, with the motor running or shut off, whether occupied or not unless complying with a traffic order, signal, or device. When parking a vehicle on campus, vehicle operators must abide by the University’s vehicle regulations, painted pavement markings, posted signs, and/or directions of a Campus Safety official. The following spaces are available on campus:

1. *General Parking:* Vehicles displaying a valid General Parking Permit or General Temp pass are permitted to park in the West Lot, Garage, Greenfield Lot, Sister’s Lot, and in designated areas in the East Lot. **OR** all areas highlighted in blue on the Main Campus parking map.
2. *Main Campus Overnight Restricted:* Vehicles displaying a valid Main Campus Overnight Restricted Pass must park in the identified section of the East Lot. **OR** the area highlighted in red on the Main Campus parking map. This pass is the only pass granting 24/7 privileges on campus, including overnight hours. Overnight hours are 2am-6am to mirror the Village of River Forest hours.
3. *Priory Campus Restricted:* Vehicles displaying a valid Priory Campus Restricted Pass may park inside the Priory Gate from 6am-2am. **OR** the area highlighted in green on the Priory Campus parking map.
4. *Visitor Parking:* Is designated in the “Visitors Circle” just south of Lewis Hall on Main Campus. Guests needing to park for more than two hours must bring an ID and their vehicle information to any Welcome and Information (WID) Desk, or the Campus Safety Office to obtain a pass. Individual departments may request a PDF temp pass in advance for their guests by submitting a Support Center ticket to Campus Safety online, at least 72 hours in advance. These temporary permits grant all privileges held by a General Parking Pass.
5. *Reserved Parking Spaces:* Dominican has a few reserved parking spaces on Main Campus for high-ranking university officials and special guests. These spaces are marked with individual signs. Vehicles not authorized to park in these stalls risk citation and towing.
6. *Handicapped Parking:* Only vehicles displaying an official handicapped placard or license plate may park in handicapped stalls. Official placards or license plates are issued by the Department of Motor Vehicles. University-issued Temporary Accessible Parking Permits may be issues with proper documentation and requests facilitated through the Disabilities Support Services Office.

3.2: Prohibited Parking Areas

Any vehicle parked in the following areas risk citation and/or tow at the owner’s expense:

1. In an unauthorized area on, in front of, or blocking sidewalks, loading zones, pedestrian crosswalks, evacuation routes, evacuation assembly areas, landscaped areas or building entrance/exit ways.
2. In any way that obstructs visibility of a traffic sign or device.
3. Within 15 feet of a fire hydrant.
4. Blocking traffic within an intersection or roadway or blocking parked vehicles.
5. At painted curbs and lines, which are indications of restricted parking. The following colors have been established:
 - Red zone – indicates NO parking or stopping, whether the vehicle is attended or not, unless otherwise posted.
 - Blue space – indicates parking for vehicles with DMV-issued disabled placards or license plates only.
 - Yellow line or space – indicates loading zone for vehicles operators who are actively loading and unloading. These spaces have a time limit of fifteen minutes.
6. For any length of time, exceeding the authorized time limit so marked in parking area.
7. In individually reserved spaces/parking slots, except by the person authorized to use the parking slot.
8. Anywhere other than a clearly marked parking space between two painted lines (double parked).
9. In Park District parking lot just west of the Priory Main Gate.
10. In the Fenwick lot just east of the Priory Main Gate.
11. Along the neighboring residential roadways in violation of Village ordinances. Those roadways are on public property and are not controlled by the University.

3.3: Temporary Accessible Parking

Persons with temporary disabilities who need accessible parking accommodations can apply for a Temporary Accessible Parking Permit. The applicant must be a student, faculty or staff member of the university and have registered their vehicle with the Department of Campus Safety. These requests must be made through the Disability Support Services Office and proper medical documentation must be provided. Persons who have been approved for accessible parking must understand that the Temporary Accessible Parking Permit does not allow parking in the following areas:

1. Fire Lanes and Red Zones
2. Sidewalks, roadways, or other pathways
3. Neighboring residential communities
4. Any normally prohibited areas

3.4: Control of University Roads and Parking Lots

DU reserves the right to close any campus parking area or roadway for purposes including but not limited to maintenance, construction, safety, and special events. Vehicle operators are expected to obey permanently posted or temporary signs and not park/drive in a barricaded or closed-off area. Vehicles found in violation are subject to being cited and/or impounded at the owner's expense.

3.5: Trailers and Oversized Vehicles

The University does not permit trailers, oversized vehicles, or recreational vehicles to be parked or stored on campus property without authorization from the Department of Campus Safety. An oversized vehicle is a vehicle that is too wide or too long to fit within a standard-sized parking space.

3.6: Motorcycles, Mopeds, and Gas-powered Scooters

Parking permits are not required for motorcycles, mopeds, and gas-powered scooters to park on campus. However, we encourage riders to register their vehicles with the Support Center in case of emergency. Motorcycles, mopeds, and other gas-powered scooters are only to be driven on roadways and shall not be driven on pedestrian walkways or landscaped areas.

3.7: Extended-Period Parking and Vehicle Storage

Non-resident students, staff or faculty are not permitted to store vehicles on campus during the academic year or during summer break without prior written approval from the Department of Campus Safety. Persons permitted to store a vehicle on campus must:

- Possess and properly display a current university parking pass or parking pass for the duration of the storage period.
- Provide the Department of Campus Safety with their contact information and the contact information of someone authorized to relocate their vehicle.
- Leave the car in the parking area designated by the Department of Campus Safety.
- Must be leaving vehicle on campus to attend University sponsored events.

Vehicles stored on campus without authorization or not meeting the above requirements risk citation and/or removal at the owner's expense.

3.8: Inoperable and Abandoned Vehicles

Inoperable vehicles may not be stored on campus without prior approval from the Department of Campus Safety. Vehicles that are inoperable or are not properly registered with the DMV (no city sticker, plate sticker, etc) will be treated as abandoned after a period of 72 hours from their date of discovery. Vehicles left on university property for more than 72 hours without a valid

university pass or parking pass and/or approval to park will be treated as an abandoned vehicle. Campus Safety personnel will attempt to contact owners of inoperable or abandoned vehicles. If Campus Safety is unable to make contact with the vehicle owner, the vehicle may be removed at the owner's expense.

Section 4: Rules of the Road/Operating Vehicles

4.1: Driving on Campus

All Illinois Vehicle Code sections regarding moving violations are applicable on DU property and will be enforced by the Department of Campus Safety and/or River Forest Police. All persons operating a vehicle on campus are expected to observe the following rules of the road:

1. No vehicle operator shall disobey any control sign or roadway-marking while on DU campus.
2. No driver of any vehicle shall fail to stop for a posted stop sign or barrier arm.
3. No person shall operate a vehicle exceeding the posted speed limit on DU campus (10MPH). In no case shall any vehicle be driven at a speed that is not safe for conditions of traffic, weather, and roadway conditions.
4. Driving on a sidewalk or landscaped area of the university is not permitted. No person shall drive any vehicle on DU property in a manner demonstrating a willful or wanton disregard for the safety of any person(s) or property. Persons driving in a reckless and unsafe manner risk losing their driving privileges on campus.
5. No vehicle operator shall race a vehicle or cause the tires to break traction with the roadway surface (burnout) while on university property.
6. Vehicle operators shall obey any order, signal, or direction of any police officer or Campus Safety personnel.
7. No vehicle operator shall operate or permit the operation of a radio or music player on campus that can be heard 50 feet or more outside the vehicle. Usage of public announcement (PA) systems in vehicles is not permitted on campus without authorization.
8. No vehicle operator shall drive on the wrong side of the roadway or enter the campus against the direction of traffic.
9. No vehicle operator shall overcome another moving vehicle travelling on campus.
10. No vehicle operators shall overcome another vehicle or cart traveling in the same direction at intersections, blind spots, or at other unsafe locations.
11. No vehicle operator shall carry cargo or equip a vehicle in a manner that is unsafe and/or out of compliance with state safety regulations and the Illinois Vehicle Code.

12. Vehicle operators must yield the right of way to any emergency vehicle displaying flashing emergency lights.

13. Driving while under the influence of an alcoholic beverage and/or any drug will result in an automatic revocation of driving privileges on campus.

Violations involving students shall be referred to the Director of Campus Safety and/or the Office of Student Life for disciplinary action and, in addition to other sanctions, may result in the loss of driving and parking privileges on DU property. Violations involving employees shall be referred to Human Resources.

4.2: Traffic Collisions

Any vehicle operator involved in a traffic collision on campus should contact the Department of Campus Safety. It is the responsibilities of parties involved to exchange information before leaving the scene of the accident. Failure to leave or exchange information in a collision is a misdemeanor if property damage is involved or a felony if there is injury. Leaving the scene of a collision without leaving or exchanging information may result in the suspension of driving privileges on campus.

4.3: Utility Vehicles and Golf Carts

All university employees and students operating a utility or golf cart on campus must be certified through the Department of Campus Safety. Utility or golf carts not affiliated with university business or special events are not permitted on campus. Persons operating carts in an unsafe manner risk having their cart-driving privileges revoked.

Section 5: Parking and Traffic Fines

5.1: Violations and Fines

Failure to observe DU's Vehicle Regulations may result in the imposition of penalties and fines. Campus Safety personnel issue fines for parking violations and some moving violations. The following is a list of finable violations and their amounts:

\$50 Fines:

0001-No Permit Displayed

0002-Parked in Incorrect Area

0003-Parked in Restricted Area

0004-Parked in Fire Lane

0005-Parked in Reserved Space

0006-Parked over Two Spaces

0007-Expired Permit

0008-Expired Temporary Permit

0009-Permit Vehicle Parked in Visitor Parking

0010-Non-Permit Vehicle Parked Overnight

\$350 Fines:

0011-Illegally Parked in Handicap Space

5.2: Paying Violation Fees

To pay a fine bring cash or a check payable to Dominican University to the Student Account Office in Lewis Hall. Students will no longer be billed for tickets on a monthly basis, but may have a hold placed on their accounts prohibiting them from registering for classes at the end of each semesters. Faculty and Staff may have unaddressed violation fees deducted from their payroll checks.

5.3: Appeal of Violation Fines

Those wishing to appeal a parking violation should submit a Support Center ticket online to Campus Safety. You will need your name and ticket number when submitting the appeal request, along with your defense statement.

5.4: Habitual Offenders

Students who have multiple unpaid parking citations may have their student account placed on hold. This action will not allow the student to add or drop classes, enroll in future classes or obtain a copy of their transcript until the fines are paid. Further violations may result in the loss of driving privileges on campus. Employees with multiple unpaid violation notices will be referred to Human Resources. Visitors who continue to violate DU's Vehicle Regulations will be prohibited from driving and parking on campus.

Section 6: Bicycles and Skating Equipment

6.1: Cycling on Campus

Cyclists are subject to the same rules of the road as motorists and must yield the right-of-way to pedestrians at all times. Cyclists are encouraged to wear protective gear and must use appropriate lighting and/or reflective equipment when riding at night. Cyclists ride at their own

risk and may be held responsible for recklessness and/or injuries to others. DU is not responsible for injuries suffered while cycling or injuries caused by cyclists.

6.2: Bicycle Registration

The Department of Campus Safety encourages riders to register their bikes. You may register your bike at the Main Campus WID. Unregistered bikes may be subject to removal after the academic year or if the University believes that they may be abandoned.

6.3: Bicycle Storage

Bicycles may not be stored in hallways or left unattended in such a manner as to constitute a hazard to other persons. The use of an appropriate bicycle lock is recommended to reduce the possibility of theft. Bikes must be secured at proper bicycle rack locations (1st Floor of the Garage, behind Mazzucheli Hall, Outside of the Commons, or South of Fine Arts) and **NOT** on signage posts, benches, stairwells, or any undesignated location.

6.4: Skating on Campus

Skating includes the use of skateboards, roller skates, rollerblades, and non-motorized scooters. Skaters skate at their own risk and may be held responsible for recklessness, damage done to property, and/or injuries to others. DU is not responsible for injuries suffered while skating on campus or injuries caused by skaters. All persons skating on campus are expected to abide by the following rules:

1. Skating inside DU buildings is prohibited.
2. Skating is prohibited along heavily trafficked pedestrian walkways.
3. Skating is prohibited along steep walkways and roadways on campus.
4. Skaters must observe all signs restricting skating.
5. Performing skating tricks is prohibited.
6. Any skating that damages University property is prohibited

Gas-powered or motorized skateboards or scooters on pedestrian walkways are prohibited. Hover boards are not permitted on campus.