WEBER STATE UNIVERSITY

PARKING AND TRAFFIC HANDBOOK

WEBER STATE UNIVERSITY

Parking Services

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SECTION 1: **Purposes**

1-1 This amended Parking Rules & Regulations Handbook is hereby adopted by Weber State University on the 5th day of April 2019.

1-2 The purpose of these regulations is to provide an orderly method for the formulation, adoption and enforcement of parking and traffic regulations on Weber State University campuses, and to provide an equitable method for their enforcement.

SECTION 2: **Authority**

2-1 In accordance with the delegation of authority granted to the governing authority of Weber State University, contained in Section 53B-3-103, Utah State Code Annotated, 1953, the following parking and traffic rules and regulations are adopted.

SECTION 3: Definitions

3-1 The following terms, when used in this Rules and Regulations Handbook, shall have the meaning designated as follows:

3-2 **Campus:** Refers to the Weber State University, Ogden Campus at 3750 Harrison Boulevard, Ogden, the Dee Events Center parking lot, the Public Pay Lot, the Facilities Management Building parking lot and the Davis Campus located at 2750 N. University Park Blvd., in Layton.

3-3 **Virtual Parking Permits:** A digital permit activated by selecting the check box next to a properly registered license plate with the appropriate fee paid to Parking Services through the motorist portal. See section 6 for specific permit types.

3-4 **Motor Vehicle:** Any self-propelled vehicle.

3-5 **Motorcycle:** Any self-propelled vehicle utilizing not more than two wheels.

3-6 **Appeals Officer:** Individual appointed by the Administration to adjudicate alleged violations and under appropriate circumstances, mitigate penalties for violations of these Regulations.

3-7 **Parking Committee:** A committee appointed by the Administration to formulate recommendations to Parking Services, update proposed parking regulations, and hear 2nd level appeals stemming from the decisions of the Appeals Officer, and, under appropriate circumstances mitigate penalties for violations of these regulations.

3-8 **Parking Citation:** A citation requiring the alleged violator to either pay a designated fee or appeal the validity of the citation.

3-9 **State Citation:** A citation issued by a Weber State Police Officer requiring the alleged violator to appear before a court of the State of Utah.

SECTION 4: Adoption and Publication

4-1 These regulations shall take effect 30 days after the date of their adoption by the Weber State University Board of Trustees. Publication of these regulations shall take place as provided in these regulations during the said 30 days.

SECTION 5: Parking at Weber State Ogden & Davis

5-1 All motor vehicles parking on the Ogden or Davis campus, during parking enforced periods (see 10-2) must comply with these regulations. They are promulgated to provide the most effective utilization of parking space available. Anyone parking a vehicle on campus must purchase a parking permit from Parking Services and register the vehicle(s) license plate(s) to the permit purchased, or park the vehicle in a metered or pay area and pay the appropriate fee. Payment for the use of campus meters or pay areas is required whether the vehicle is associated to a valid parking permit. If a physical permit is distributed, it must be displayed and clearly visible from the front windshield.

Motorcycles: There is no permit required to park motorcycles on either campus; however, you must park your motorcycle in the designated motorcycle area. These areas are typically found at the end of parking rows and have green hash marks on the pavement. **Motorcycles may not use automobile spaces except at paid meters or if plate has been registered to a valid virtual permit.**

5-2 Faculty and Staff Parking Permit Purchases: Salaried faculty and staff members may purchase permits prior to sale of permits to students.

5-3 Adjunct Faculty Parking Permit Purchases: Adjunct faculty members may be eligible to purchase permits prior to students, providing that the appropriate Dean has submitted an authorization for purchase to Parking Services.

5-4 Permit Restrictions:

a. Fictitious Registration: Any person who makes false representation concerning vehicle information or permit eligibility may have his/her university parking privileges revoked at the discretion of the Parking Committee. Forging or submitting fictitious registration information violates the Utah Criminal Code.

b. Fraudulent use of virtual permit: Students may only have one active license plate on their virtual permit at a time. FT Faculty/staff may have two active vehicles on their permit but only one vehicle may park on campus at any given time.

SECTION 6: Permits

6-1 The following permits are available:

a. “A” permits (all “A” permits are lot specific) Faculty/Staff and Senior student parking

b. “W” permits Available to all faculty, staff, and students. Valid in W lots and Dee Events Center lot.

c. “R/W” permits Available to residents of University and Wildcat Village only. Valid in the assigned residence hall, W lots and Dee events center lot.

d. “R” permits Available to residents of University and Wildcat Village only. Valid in the assigned residence hall, W lots and Dee events center lot.

e. “Dee Center” permits- Not required as of August 29, 2022.

f. Reserved stall permits-Available to faculty, staff members with approval from Parking Services, must be requested before by June 30th to have assigned for fall semester.

g. Disability permits-Available to those with state ADA plates or placards registered in their name. Allows parking in all lots on campus.

6-2 Permit descriptions:

Auto Renewable Permits: Faculty/Staff may choose to select auto renewable so that their virtual permit automatically renews each year. This is option is available to FT employees eligible for payroll deduction.

Annual Permits: Permits that are valid for one academic year (August 19 to August 20). Semester Permits: Permits that are valid for a designated semester. Semester permits can not be upgraded after 3 weeks of use.

Temporary Parking Permits: Temporary parking for the "A", "W", “R” or “R/W” permit areas are issued for not more than two weeks, or designated thereon. Anyone can purchase “W” or “RW” temporary permits, but only annual "A" permit holders will be allowed to purchase temporary “A” permits and only in their assigned "A" lot. A loading/unloading permit may be obtained at the main office or information booth at no charge. This permit allows the user 30 minutes to load/unload in a specific area on campus.

“Reserved” parking stalls: A reserved stall can be purchased by faculty, staff or students. Valid for the academic year (August 19 through August 20).

“Disability” parking permits: Permits that are valid for parking in disability parking stalls.

To obtain this permit you must have a state issued disability permit or placard and pay the appropriate fee.

6-3 **Vendor/ Contractor Permits:** Vendors (defined as a person or company working on campus that is compensated in any manner by WSU for services provided) are required to have a valid permit to park on campus. Contractors are considered vendors as defined above. Contractor permits are available but must be coordinated through Facilities Management. Permits will be obtained from Parking Services.

SECTION 7: **Permit Prices**

7-1 Permit Prices:

Permit Type	Annual Price	Semester Price
Reserved/Special Use Stalls	$660	$387
"A" Permits	$154	$90
"W" Permits	$101	$60
“Disability” permits	$101	$60
"R/W" Permits	$101	$60
“R” Permits	$72	$42
Dee Events Center	FREE	FREE
All prices are subject to change.		

SECTION 8: Parking and Permit Violations

8-1 The following violations are designated as “university violations” and are civil in nature to be processed through administrative procedures:

Citation Definition	Fine Amount	Fine w/ Late Fee: Day 15	Fine w/ Late Fee: Day 30
Blocking a parked vehicle in, a driveway, a roadway: No vehicle shall park in such a manner as to block or impede access to a parked vehicle, a driveway, or a roadway.	$20	$25	$30
Blocking or impeding crosswalk use: No vehicle shall park in such a manner as to block or impede access to pedestrian crosswalks.	$20	$25	$30
Boot Fee: Citation issued to immobilized vehicles	$50	$55	$60
Disability stalls: Disability stalls are restricted to vehicles Displaying Weber State University disability permits.	$55	$60	$65
License plate not visible from the travel lane.	$20	$25	$30
Failure to register plate: Failure to properly register the license plate and pay the appropriate fees.	$20	$25	$30
Parking more than one vehicle on campus at the same time/misuse of virtual permit.	$105	$110	$115
Meter violations: All vehicles parking in metered stalls are required to pay the appropriate fee. Vehicles parked at expired meters can be cited hourly.	$10	$15	$20
Misusing a Parking Citation: Vehicles using a previously issued parking citation to avoid issuance of a parking citation will be cited. *If another violation has occurred, both violations will be cited.*	$15	$20	$25
Parking in "No Parking" or "Restricted" tow away zones: No vehicle shall be parked in a "No Parking" area, nor shall a vehicle be parked in any "Restricted" parking area. This includes special use stalls.	$30	$35	$40
Parking in a Loading/Unloading Zone: No vehicle shall park in such a manner as to block or impede a loading/ unloading area.	$20	$25	$30
Parking in the Roadway: No vehicle shall park in the roadway.	$20	$25	$30
Parking in Construction area: Vehicle are prohibited from parking inside a construction area with the appropriate permit	$20	$25	$30

Parking vehicles outside designated areas: No vehicle shall be parked outside of designated stalls in any parking area where painted lines designate proper parking stalls.	$20	$25	$30
Parking in the Wrong lot: Vehicles are required to be parked in the parking lot identified the parking permit.	$20	$25	$30
Parking vehicles without permits on university property: No vehicle shall be parked on the Ogden or Davis campus, or any portion thereof, during periods of enforcement (see 11-2), without displaying a valid permit, with the exception parking meters, and the pay parking lot (meters and pay lot require payment).	$20	$25	$30
Parking in a Reserved Stall: Vehicle's parking in a reserved parking stalls will be immobilized. Payment must be made for vehicle to be released.	$30+ boot fee		
Parking a motorcycle in a parking stall: Motorcycles may only be parked in designated "Motorcycle Parking" areas. Other vehicles are prohibited from parking in motorcycle parking areas. Motorcycles may not park in stalls designated for other motor vehicles.	$20	$25	$30
Parking in a red zone: No vehicle shall park in a red zone	$30	$35	$40
Parking in a fire lane: No vehicle shall park in a designated fire lane	$30	$35	$40
Parking in a Special Use Stall: No vehicle shall park in a special use stall with the appropriate permit.	$30	$35	$40
Using more than one designated stall: Parking in such a manner that the vehicle is not completely within a designated stall.	$20	$25	$30
Improper parking in EV station/Exceed Time in EV Station	$20	$25	$30
All fine amounts are subject to change.			
TICKETS PAID WITHIN 3 DAYS OF ISSUANCE WILL BE DISCOUNTED BY 20%			

SECTION 9: Failure to Pay Parking Fines

9-1 **Late Payment Penalty:** Each citation not paid within 15 days of issuance will be assessed a $5.00 late fee and an additional $5.00 late fee if citation remains unpaid after 30 days from the date of issuance.

9-2 **Hold Process:** A “hold” will be placed on tuition payments and transcripts until Parking Services receive payment for all unpaid citations. No student shall be permitted to pay tuition or receive a copy of transcripts until all citations have been settled.

9-3 **Employee Payroll Deduction:** University employees who have outstanding citations may be subject to payroll withholding for payment of citation penalties and late fees.

9-4 **Collections Referral:** Recourse may be made by Parking Services to collect outstanding penalties by the utilization of a collection’s agency or the Small Claims Court of the State of Utah. Any account referred for collections will be charged reasonable collection fees.

9-5 **University Employees:** Citations received by university employees cannot be paid using university monies (cost codes, p-cards, etc.)

SECTION 10: Enforcement

10-1 **Responsibility:** The registered owner of each vehicle is responsible for the proper parking of the vehicle on campus. Penalties arising from vehicles found in violation are the responsibility of the registered owner(s).

10-2 **Periods of enforcement:** Parking is enforced Monday thru Friday from 7:00AM to 4:00PM. No permit or other authorization will be required to park on either campus on Saturdays, Sundays, or holidays designated by Weber State University. The parking of vehicles in 24- hour "Reserved" areas, disability areas, etc., is prohibited day or night. Tow-a-way zones are always enforced. **Parking is enforced year-round, including periods when classes are not in session. During campus breaks parking is open in "W" lots only. All other lots are still enforced. During the summer session, the W4, W5 and Davis lots are the only lots where a permit is not required to park.**

10-3 **Overnight Parking:** Overnight parking is prohibited on campus. Those that wish to leave a vehicle parked overnight must contact the Police Department and Parking Services to make the necessary arrangements to leave a vehicle parked overnight. Exception in the R lots for those students that have a valid R or RW permit are living in WV/UV resident housing and are enrolled in classes.

10-4 **Immobilization/ Impoundment:** Vehicles having five (5) or more outstanding tickets associated with an account will be immobilized if parked on campus. All costs of impoundment/ immobilization are the obligation of the registered owner of the vehicle. Vehicles parking in reserved stalls will be impounded at the request of the stall owner. Any vehicle parked in such a manner that constitutes a hazard or impedes other vehicles or pedestrians will be issued a citation and will be impounded.

SECTION 11: **Citation Appeals**

11-1 Any individual receiving a citation may appeal the validity of the citation to the Appeals Officer. Appeals can be made on line at https://weber.myparkinginfo.com. The Appeals Officer will determine validity of parking citations based on information provided by the appellant, and under the appropriate circumstances, mitigate penalties for violations of these regulations.

11-2 Any individual dissatisfied with the ruling of the Appeals Officer can make an appeal to the Parking Committee. The Parking Committee, under the appropriate circumstances, can mitigate penalties for violations of these regulations.

11-3 All appeals must be made within 10 days of citation issuance. Appeals not submitted within the 10 days will be rejected.

11-4 Appeals will not be accepted once a citation has been paid. Payment of a citation while under appeal forfeits the appeal and pending decision.

SECTION 12: Moving Violations/State Citations

12-1 All violations of state statute involving motor vehicles, other than parking violations, shall be enforced by issuance of state traffic citations.

12-2 Speed restrictions are posted on all campus streets and roads. The speed limit in a parking lot is 15 mph.

The speed limits on university roads are:
Dixon Drive: 25 mph
41st Street: 20-25 mph
Edvalson Street:20-25 mph.

The speed limit at the Davis campus is 15 mph. Violations of speed restrictions are prosecuted as State violations.

12-3 Driving on university sidewalks is prohibited (see sidewalk policy for specifics) and shall be enforced by University Police.

12-4 State traffic citations are processed by the Weber County Justice Court.