

# DEPAUL PARKING REGULATIONS

## ACADEMIC YEAR 2004/2005

**DRIVER RESPONSIBILITY:** Automobiles must be operated and parked in a manner that assures the safety of other vehicles and pedestrians on the lot. **Parking is permitted in marked parking spaces only.** Responsibility for finding legal parking spaces rests with the vehicle operator. Lack of parking spaces, mechanical problems, inclement weather or other disabilities does not justify parking violations. 1. SPACE AVAILABILITY - **A parking permit does not guarantee the holder a parking space, but only the opportunity to enter a specified lot to seek an authorized parking space.** 2. PERMIT OWNERSHIP - A parking permit signifies an individual has been granted the privilege of parking on university property. Ownership of the parking permit remains with the university.

**PERMIT DISPLAY:** It is the vehicle owner's responsibility to display the permit in accordance with the University parking regulations. The issued "hang tag" permit must be hung from the rear view mirror (registration number forward) at all times when the vehicle is parked on University property, in such a manner as to be readily seen from the front of the vehicle. **A parking permit is not considered valid unless it is displayed correctly on the vehicle.**

**REQUIREMENTS:** Students, faculty and staff must register any motor vehicle to be parked in the Lincoln Park Campus lots. Parking permits will be sold to employees and students of DePaul University. Parking permits may be purchased at the Lincoln Park Campus Payment Center, located in the Schmidt Academic Center Room 151, at any time during business hours during the course of the year. Parking permits are transferable. If a replacement should be necessary during their valid period, the permit holder should contact the Parking Services Office, 2320 North Kenmore Avenue, Room 177. Special permits are also available for persons that have purchased a hanging permit, but forgot to place it on the vehicle they are driving to campus that day.

**PARKING REGULATIONS:** All vehicles using the campus parking lots and garages must display a valid DePaul parking hangtag. Faculty lots are reserved for faculty and staff only. Students are restricted to those lots designated for student use. Parking is prohibited in any area other than specifically designed parking spaces. **Vehicles parked in fire lanes, loading docks, drive lanes, driveways, on sidewalks, or other restricted areas are subject to immediate tow at the owner's expense.** Vehicles failing to comply with all above regulations will be subject to a Chicago Police Department summons and/or towed at the owner's expense. **Possession of a parking permit is not a guarantee of a parking space. Parking is on a first come, first serve basis.** When parking on the city streets all vehicles are subject to city and state parking ordinances, which are enforced by the Chicago Police Department.

**ENFORCEMENT:** General enforcement will be in place 24 hours a day, 7 days a week, during the academic school year. The Parking Services and Public Safety offices are authorized to remove, at the owner's expense any vehicle not displaying a valid permit. The Parking Services and Public Safety offices are authorized to remove from University property, without warning, any motor vehicle under the following circumstances: a vehicle parked illegally in a fire lane, driveway, loading dock, handicap space, or any vehicle displaying a reported lost, stolen, forged, or altered parking permit. **Any vehicle parked in university lots without a valid parking permit will be towed immediately at owner's expense.**

**SHEFFIELD PARKING FACILITY/CLIFTON PARKING DECK:** The Sheffield Parking Facility at 2335 North Sheffield Avenue and the Clifton Parking Deck at 2330 North Clifton Avenue, are open 24 hours a day 7 days a week. For the 2004/2005 academic year the facilities will be operated the same as a surface lot open to students, faculty and staff. Parking in the facilities will be first come, first served on a daily basis. Those purchasing a 24 hour/day permit will be entered into the De Paul I.D. card access system and will be allowed to park 24 hours a day in the Sheffield Parking Facility and the Clifton Parking Deck. **Operating times may be modified in the future. These facilities are not to be used for storage. Vehicles that have not moved once during the week are subject to tow at owner's expense.**

**VEHICLE ACCIDENTS:** Vehicle accidents occurring on University property must be immediately reported to the Public Safety office.

**PARKING FOR THE PHYSICALLY IMPAIRED:** Parking is available in each paved lot and the parking garages. Vehicles utilizing handicap spaces must display a handicap designated license plate or sticker and a DePaul Parking permit. Students with mobility impairment should register with Disabled Student Services and contact Parking Services at (773) 325-7275 for specific parking information.

**USE OF MULTIPLE VEHICLES:** Faculty, staff and students who purchase a parking permit may transfer the permit to any vehicle to be used within the lots. However, only vehicles displaying a valid permit will be considered legally parked. All vehicles should be registered with Parking Services.

**LOT CLOSURE:** From time to time, a special event may dictate the closure of a certain parking lot. In this case, a sign will be prominently posted no less than 24 hours in advance of the event. Every effort will be made to contact permit holders prior to the event to avoid towed relocation of the vehicle. Permit holders will be able to use alternate lots. During the summer months, any and all lots are subject to closure depending on the needs of the University.

**SNOW REMOVAL:** After or during snow fall of 2" or more, all lots are closed for snow removal from 10:00 PM to 7:00AM. All vehicles must be removed from all lots. During snow removal please park all vehicles in one of the two parking structures, except on the roof.

**LOST OR STOLEN PERMITS:** The theft or loss of a parking permit should be reported to Parking Services promptly after discovery. After a report has been filed, a lost or stolen permit will be replaced. Recovered lost or stolen permits should be returned to Parking Services immediately. **There will be a \$20.00 replacement fee for lost permits.**

**REVOCAION:** Parking permits and its privileges remain the property of the University. A person who purchases a parking permit and is in violation of University parking regulations can have his/her parking permit revoked by University Parking Services.

**LIABILITY:** No liability is created by the granter of parking or vehicle operating privileges on property owned, leased, or otherwise controlled by DePaul University. The University assumes no responsibility for the care and/or protection of vehicles or its contents while operated or parked on University property. Parking Services and Public Safety, however, do make regular tours of all parking facilities.

**PERMIT RETURN OR REIMBURSEMENT:** Students withdrawing from the university, or faculty and staff terminating employment should consult with the parking manager to determine eligibility for a refund. **NO REFUNDS ARE GIVEN FOR SUMMER QUARTERS.**

**EVENING/WEEKEND RULES:** This permit is valid Monday through Friday between the hours of 4:00PM to 8:00AM and all day on weekends. All vehicles must be out of lots by 8:00AM Monday through Friday. **Any vehicle not complying with rules and regulations will be towed immediately. Only one permit is available per person.**

**MOTORCYCLES:** Anyone wishing to park a motorcycle in university surface lots should contact Parking Services at (773) 325-7275.

**CHICAGO PUBLIC LIBRARY:** This is not a DePaul University parking lot. Any DePaul student or faculty/staff parking at 1150 W. Fullerton are subject to tow at owner's expense.

*Please help alleviate the congestion on the city streets by using the parking facilities provided by the University.*