

# Bloomsburg University Parking Regulations

Revised, July 2016

## Parking Lot Signage Supersedes Campus Parking Map

Special events, construction and other issues may alter parking as shown on parking map. Always observe signage at each lot.

## Authorization and Enforcement

The Pennsylvania Crimes Code (Title 18) of 1972 (Act 334), Section 7505, Act 334 of 1949 and Act 188 authorize all Commonwealth agencies and university presidents to regulate, govern, and enforce motor vehicle traffic and parking on Commonwealth property and university campuses.

## Special Parking Requests

**Any person who has a special request for parking on campus should contact University Police at 570-389-2211. Students who are not currently enrolled that will be parking on campus should contact University Police for proper parking information.**

## Operator Responsibility

The operation of a motor vehicle on this campus is a privilege, and the University reserves the right to restrict, suspend or revoke this privilege for just cause. Failure to have read the regulations governing all motor vehicles on the campus of Bloomsburg University shall not constitute a valid excuse for non-compliance. For any session, if the vehicle is not registered with the University Police, a notice of violation will be sent to the address of the owner of said vehicle. Bloomsburg University assumes no responsibility/liability for the care or protection of vehicles/contents while operated/parked on University property. Visitor permits, temporary permits, and overnight permits are available at BU Police 24/7/365. Daytime only Visitor's Permit will be available at the Buckingham Maintenance Center.

## Article I - General Provisions

**Section 100 - Registration** — Faculty, Staff, and Students, who are eligible to park a motor vehicle on the campus of Bloomsburg University, must secure a parking permit. Faculty and Staff must register their vehicle at the University Police Office. Students must register their vehicle on <https://bloomsburg.thepermitstore.com>. There is no grace period. Individuals using dealer plates must register each vehicle brought to campus at the University Police Office and will only receive a temporary hangtag. The intended operator must register the vehicle in person. Failure to register your vehicle and obtain a parking permit will result in a parking violation. Unregistered vehicles are not permitted to park on campus except during open parking hours, special events and at metered parking. See Sections 300 and 601. Visitors to campus must secure a visitor's hangtag/permit and display it on their vehicle. See Section 207.

**Section 101 - Eligibility** — Faculty, Staff, Resident Students and Commuter Students are eligible to register a vehicle and park on campus in designated areas. There is a parking fee for Commuter students, Residence Hall students, Montgomery Place Apartment residents, Mt. Olympus Apartment residents, Kozloff Apartment residents and Kile Apartment residents who register a vehicle. Multiple permit types can be issued to the same vehicle, but only one student permit may be issued. Example: one student permit and one faculty/staff permit. All violations of the parking regulations issued to a vehicle with multiple permit types will be assigned to the student.

**Section 102 - Ownership** — The student, or a member of the student's immediate family, must own the vehicle registered by a student. The person, in whose name a vehicle is registered, will be held responsible for complying with the University Parking Regulations and any parking violations and fines, regardless of who was operating the vehicle at the time of the violation.

**Section 103** — All parking regulations are in effect throughout the year. During emergency conditions, regulations may change.

**Section 104** — Because of the dense traffic patterns riding skateboards, roller skates, inline skates, bicycles, hoverboards and similar devices are prohibited on University parking lots, sidewalks, athletic courts, Quad area and in buildings. Also, skateboards, roller skates, inline skates, hoverboards and similar devices are prohibited on campus roadways.

## Article II - Parking Areas

**Section 200** — General - All parking areas are color coded on signs throughout the campus or marked on paved areas in the parking lots. A map depicting the parking areas can be obtained at the University Police Department. Parking lot signage supersedes campus parking map. Always observe signage at lots over parking map. Vehicles are required to be parked within lined spaces in their designated areas during the time periods specified in Section 400. Parking in the wrong hangtag/decal designated area is prohibited. No trailers, boats or RV's will be permitted.

**Section 201** — **Commuter Students - Commuter Students with less than 60 earned academic credits** can park on the lower campus in any one of the Purple decal designated lots: North of the Recreation Center, Lightstreet Road Lot, the ATM Lot, (the area north of the ATM machine east of the Lightstreet Road Lot) and a designated area in the First Street (green) Lot. If there are no spots available in those lots, students must park on upper campus in the Stadium Lot or Special Events Lot (orange). Shuttle bus service is available between upper campus and lower campus during specified hours. All of these lots/areas are identified and designated as purple decal lots/areas. Parking fees are as follows: \$37.00 per semester plus a shipping and handling charge; temporary permits- 1 day \$5, 2 days to 7 days \$10, 8 days to 4 weeks \$20 and 4 weeks to 16 weeks \$37.

**Commuter Students with 60 or more earned academic credits** can park on lower campus in any one of the black decal designated lots/areas: Swisher Circle Lot, Recreation Center Lot North, Tri-Level Lot, and Lightstreet Road Lot. All of these lots/areas are identified and designated as black decal designated lots/areas.

Any students residing in the Town of Bloomsburg, who are not permanent residents of Bloomsburg, and reside outside of the non-commuting perimeter (see section 502), may be required to show some form of acceptable proof of residence in Bloomsburg (i.e. current original lease, utility bill, etc.) in order to obtain a commuter parking decal. Parking fees are as follows: \$37 per semester plus a shipping and handling charge. Temporary permits — 1 day \$5, 2 days to 7 days \$10, 8 days to 4 weeks \$20 and 4 weeks to 16 weeks \$37.

Gold - Trustees - Vehicles may be parked in a faculty/staff, commuter, or visitor's areas.

Purple - Commuter students with less than 60 earned academic credits. (must live outside the regulated perimeter designated by the University).

Tan - Montgomery Apartment Residents

Tan - Mt. Olympus Apartment Residents

Tan - Kozloff Apartment Residents

Yellow - Kile Apartment Residents

**Section 500a- BUPD Pass** — Vehicles may be parked in faculty/ staff, commuter, visitor, or police reserved areas.

**Section 501 - Decal/Hangtag Restrictions** — Any vehicle operator under Section 500 will be allowed only one decal/hangtag. Any operator who has applied for and received more than one decal/hangtag will have their records put on "hold" and be fined. If you have a current decal, and sell or change your vehicle, you must return the current decal before receiving a new decal. (see section 503 for coverage of temporary permits.) Faculty/staff hangtags must be returned to the University Police upon retirement/resignation from Bloomsburg University. Decals/Hangtags/Permits must be properly displayed. See Sections 301, 301a, 301b, 301c and 302.

**Section 502 - Non-Commuting Perimeter** — Defined by:

Scott Twp. Line south to Fifth Street	North Side of Fifth St. west to east side of Market St.
Market Street (east side) north to First Street	First Street east to Iron Street
Iron Street north to Reservoir Street	Reservoir Street northeast to Wirt Street
Wirt Street east to Franklin Avenue	Franklin Avenue south to Penn Street
Penn Street south to East First Street	East First Street east to Honeysuckle Lane
Honeysuckle Lane north to Country Club Drive	Country Club Drive east to Kent Road
Kent Road and Country Club Drive to Rt. 487	Rt.487 north to Scott Twp. Line.

(SEE MAP AT THE UNIVERSITY POLICE OFFICE FOR DETAILED PERIMETER.)

**Section 503 - Temporary Parking Hangtags** — Faculty, staff, or students who bring an unregistered vehicle (or registered vehicle but without their permit) to campus require a temporary parking hangtag which can be obtained at the University Police Office. Temporary hangtags must be appropriately displayed and visible. Temporary hangtags that have expired are considered to be unregistered vehicles and are not permitted to park on campus except for open parking hours, special events, and metered parking. Hand written notes will not be accepted.

**Section 504 - Lost/Stolen Hangtags, Permits, or Decals** — A temporary hangtag will replace a Faculty/ Staff hangtag that is lost or stolen for thirty days only. After 30 days, a \$25 replacement fee will be required to receive a new hangtag/decal. A student Decal that has been lost or stolen will be replaced with a temporary hangtag on a month by month basis. Temporary hangtags must be clearly and properly displayed. See Section 503.

## Article VI-Appeals and Penalties

**Section 601 Penalties** — (A) any person receiving a parking ticket for violating the Bloomsburg University Parking Regulations for any parking violations shall pay the prescribed penalty per ticket, online at <https://bloomsburg.thepermitstore.com>. If payment is not made, student records will be placed on hold and/or a citation will be filed with the District Magistrate. Payment may also be made at the Bloomsburg University Business Office.

**Section 602-Appeals** — Parking tickets must be appealed online at <https://bloomsburg.thepermitstore.com> within five (5) days of receiving the ticket.

**Section 603 - Parking Appeals Committee** — Online appeals will be reviewed by the Parking Appeals Committee. If the appeal is accepted no payment will be required. If your appeal was rejected by the Parking Appeals Committee, payment of \$15 must be made online at <https://bloomsburg.thepermitstore.com>. If you disagree with the decision of the Parking Appeals Committee you may request to make an oral presentation of your appeal to the Committee. To schedule an oral presentation, you must complete a form at the Bloomsburg University Police Station. The form must be completed within five (5) days from the date the rejection notice was sent. You will be notified by email of the date and time for your oral presentation. A meeting of the Appeals Committee will be scheduled and you will be afforded five (5) minutes to make an oral presentation. The Appeals Committee will render a final decision. The final decision ends the appeal process. If the appeal is accepted, no payment will be necessary. If the appeal is rejected you must make payment at <https://bloomsburg.thepermitstore.com>.

**Section 604 - Towing of Vehicles** — The University Police may order an illegally parked vehicle towed when the position of such vehicle interferes unduly with the normal movement of traffic or constitutes a safety hazard, or is parked in violation of section 208, 209, 210, 211, and 212.

**Section 605 - Immobilizing and Towing of Vehicles** — When a vehicle or operator has an accumulation of three unpaid parking tickets (one or more tickets exceeding 20 days from the date of the violation), the vehicle and or operator will be placed on a repeat offender list.

(A) An immobilizing device will be placed on any vehicle on the repeat offender list when observed parked on university property. The owner or operator will have 72 hours from the date the immobilizing device was placed on the vehicle to make payment in full for the unpaid tickets plus an additional \$25 non-appealable fee for the removal of the immobilizing device. Parking tickets and boot removal fee must be paid online at <https://bloomsburg.thepermitstore.com>. (B) If the total amount of the tickets and the immobilizing fee are not paid online at <https://bloomsburg.thepermitstore.com> within 72 hours, the vehicle will be towed off campus. The owner of the vehicle will pay the towing and storage fees at the office of the designated tower. The unpaid tickets plus the \$25 immobilizing ticket will be paid online at <https://bloomsburg.thepermitstore.com>.

**Section 606 - Trespass** — A person who violates the parking policy by continuing to park on campus after their parking privileges are suspended, may be charged with trespassing.

*Bloomsburg University of Pennsylvania is committed to providing equal educational and employment opportunities for all persons without regard to race, color, religion, sex, age, national origin, ancestry, life style, sexual orientation, disabilities, Vietnam era veteran status, or union membership. The university is additionally committed to affirmative action and will take positive steps to provide such educational and employment opportunities.*

Students living within the non-commuting perimeter are ineligible for a decal. Any student living within the non-commuting perimeter and obtains a decal, will be referred to Residence Life for disciplinary action.

**Section 202 - Residence Hall Students** — Students with more than 60 earned academic credits, residing on lower campus, are eligible for a 60+ credit resident dorm student green decal. Vehicles must be parked in the First Street (green) Lot only. Students with less than 60 earned academic credits residing on lower campus are eligible for a dorm student blue decal. The first 50 resident students with more than 24 academic credits will be permitted to park in the Silver Lots. Shuttle bus service will be available for the Blue Lot at the Kozloff Community Building shuttle stop during specified hours. Students residing in Montgomery, Mount Olympus, Kozloff and Kile Apartments see section 206. Parking fee for all Resident Dorm Students are as follows: \$75 per semester plus shipping and handling charges, \$10 for 1 day, \$18.75 for 2 days to 4 weeks, \$37.50 for 5 weeks to 8 weeks, \$56.25 for 9 weeks to 12 weeks, greater than 12 weeks is \$75.

**Section 203 - Faculty and Staff** — Vehicles with red and white hangtags must park in red designated areas.

**Section 204 - Special Events Parking** — Camps, workshops and conference attendees must park in the Special Events (orange) Lot located on upper campus. Shuttle service is available upon request from the Transportation Department, Buckingham Maintenance Center. 570-389-4537.

**Section 205 - Motorcycle Permits** — Faculty/staff and students with a motorcycle must register the motorcycle and obtain a decal. There is a fee for the decal for commuter students who only register a motorcycle. Motorcycles must park in designated motorcycle spaces only.

**Section 206 - Montgomery, Mt. Olympus, Kozloff and Kile Apartment Residents** — Vehicles with tan, yellow or white decals, must park in their designated areas. Parking at Montgomery Place, and Mt. Olympus and Kozloff Apartments is restricted to apartment residents and their visitors. Overflow parking is in the Special Events (orange) Lot or the Welsh Circle Lot. Parking at the Kile Apartments is restricted to registered vehicles with a yellow or white decal only, 24 hours a day, 7 days a week. There is no open parking in the Kile Apartment parking lots. Parking fee for Montgomery, Mt. Olympus, Kozloff and Kile Apartment Residents are as follows: \$75 per semester plus a shipping and handling charge, \$10 for 1 day, \$18.75 for 2 days to 4 weeks, \$37.50 for 5 weeks to 8 weeks, \$56.25 for 9 weeks to 12 weeks, greater than 12 weeks is \$75.

**Section 206a - Montgomery, Mt. Olympus Kozloff and Kile Apartment Visitors** — Visitors to Montgomery, Mt. Olympus and Kozloff Apartments must have a visitor permit for parking in this area which must be obtained at the apartment office in the Kozloff Community Building. Overflow parking is in the Stadium Lot or Special Events (orange) Lot. Visitors to the Kile Apartments must obtain a visitor permit from the office of the Area Coordinator and park in the First Street (green) Lot. All visitors' vehicles must display a valid visitor pass.

**Section 206b- Summer Parking Permits** — All vehicles parked on campus from the end of the spring semester to the start of the fall semester must be registered as per sections 100 and 207. Each year, starting the first day after spring commencement, non-expired resident student permits will be honored in both residential and commuter student parking lots until the printed expiration date on the permit. When a resident pass is used in a designated commuter lot it must comply with the parking hours for that lot, which can be found in Article IV Section 400 of the parking regulations. Resident permits do not allow for overnight parking in commuter lots. All other students without a valid permit must obtain a summer permit.

**Section 207 - Daytime Visitor's Parking** — Visitors to campus must obtain a visitor's hangtag/permit and display it on their vehicle. Visitors can park in any legally lined area on campus. Hangtags/permits can be obtained in the following locations: University Police, Buckingham Maintenance Center, and Carver Hall. Visitors to the Admissions Office, Athletic Department, Speech and Hearing Clinic, or the Reading Center, can obtain a visitor permit from those departments for their special visitor areas. Visitors may utilize paid metered parking without obtaining a hangtag/permit. Visitor hangtag/permits are not valid at metered parking spaces. Faculty/Staff and students are PROHIBITED from obtaining/displaying a visitor hangtag/permit. Visitors who are visiting Montgomery, Mt. Olympus, Kozloff and Kile Apartment residents refer to Section 206a.

**Section 208 - 24-Hour Reserved Areas** — Handicapped and State Vehicles Only areas are reserved 24 hours/ seven days a week. Other 24-Hour Reserved Areas not specified on the map include: Graduate Hall Directors spaces, Spaces reserved for University Police Vehicles, CGA spaces in the Tri-Level parking garage, Heating Plant Lot for Faculty/Staff, and the President's and Provost's parking spaces in front of Carver Hall. Parking in a 24-hour reserved area without the proper hangtag/permit is prohibited.

**Section 209 - Time/Specific Reserved Areas** — The following areas are designated by signage as reserved areas: 1. Health Center (parking for patients); 2. Areas reserved by portable signs for special reasons/ events; 3. Speech and Hearing Clinic, (parking is for Clients/patients only) 6 a.m. to 5 p.m. Monday through Saturday; 4. Navy Hall visitors, west of Navy Hall, 6 a.m. to 6 p.m. Monday through Saturday; 5. Admissions – Centennial Elevated Lot. Parking in a Time/Specific reserved area without the appropriate hangtag/permit is prohibited. 6. Monty's lot for patrons only. 7. Child Care Center. 8. Waller 10-minute Loading Area. Parking in any other reserved designated space. 9. Carver Hall 24 Hr. Handicapped area.

**Section 210 - Loading/Unloading Zones (Facilities Management)** — Parking areas where supplies are delivered or moved. These areas are for state vehicles, contractors and vendors 24 hours a day. These areas are marked with green curbing and lines. Parking in a loading/unloading zone is prohibited.

**Section 211 - Handicapped Spaces** - Reserved for persons with state handicapped placards or license plates or severely disabled veteran license plates, 24 hours a day, year round. Any person violating this section for illegal parking in designated handicapped parking spaces will receive a Bloomsburg University traffic summary citation and can be sentenced to pay a fine of \$50 to \$200, and the vehicle may be towed from the designated handicapped parking space.

**Section 212 - Metered Spaces** — Metered parking is in effect based on the specified meter times listed on each single or multi-bay parking meter. The vehicle operator is responsible to select the correct parking space on the multi-bay meter. Hangtags/Permits and decals are not valid in metered spaces. Expired meters will be ticketed. If a meter fails, notify the University Police at 570-389-2211 before leaving your vehicle. An officer will respond to your location to resolve the problem. Leaving a note on your vehicle describing a meter problem is not acceptable and violators will be ticketed.

**Section 213 - Temporary Disabilities/Medical Permits** — Special arrangements for a Medical Parking Permit can be made for persons with temporary disabilities through University Police. All applicants must obtain a medical hangtag from the Department of Transportation from which their vehicle is registered. How-

ever, vehicles with University medical permits are not allowed to park in designated handicapped parking spaces. Medical permit parking is located in the Special Events (orange) Lot on the upper campus. Shuttle bus service is provided to main campus. If a 15 business day temporary medical parking permit is required, the following procedures will be followed: The person will provide proof of application with the Department of Transportation, signed by a physician, for a temporary handicap placard. The person will receive a clearly-dated temporary tag to be surrendered to the BU Police Department at the conclusion of the period. The person will not be permitted to park in a handicap space until he or she receives the temporary tag from the Department of Transportation. Each request will be reviewed on a case by case basis.

### Article III - Additional Violations

**Section 300 - Permit Violations** — Students are allowed to register one vehicle ONLY (unless second vehicle is a motorcycle). Decals are not transferable between vehicles and operators. Violations may result in both parties being issued a citation and fine. The intended operator must register the vehicle in person. New license numbers and/or new addresses must be reported immediately to the University Police.

Faculty/staff may register three vehicles; however they are only entitled to one hangtag. The hangtag can be transferred to any of the three registered vehicles. New license numbers and/or new address of any of the registered vehicles must be reported to University Police. Unregistered vehicles are not permitted to park on campus except during open parking hours, special events and at metered parking.

**Section 301 - Decal Location** — Student decals must be permanently affixed to the driver's side bottom corner of the most rear "side window" (not back window) with the number facing out. Taping the decal to the window is not considered permanently affixed. Motorcycle decals must be displayed on front fork by the inspection sticker. Students with dark tinted windows or any other obstructions should contact University Police for alternative decal location.

**Section 301a - Proper Display of Parking Hangtags** — Hangtags must be hanging down from rearview mirror, numbers facing front. If the hangtag is not visible it will be considered an unregistered vehicle not permitted to park on campus, except for open parking hours, special events, and metered parking.

**Section 301b - Proper Display of Reserved Parking Permits** — Special reserved parking permits issued by the Health Center, Speech and Hearing Clinic, Admissions Office, Athletic Department, Navy Hall Reading Clinic and Planning and Construction must be placed face up and visible on the dash of the vehicle. If the permits are not visible it will be considered an unregistered vehicle and not permitted to park on campus.

**Section 301c - Expired Hangtags, Decals, Temporary and Visitor Permits** — Vehicles with expired hangtags, decals, temporary hangtag/permits and visitor hangtag/permits are considered to be on an unregistered vehicle and are not permitted to park on campus, except for open parking hours, special events, and metered parking.

**Section 302 - Disabled Vehicles** — It will be the responsibility of the registered owner/operator of a motor vehicle to report to the University Police and obtain a disabled vehicle permit within one-half hour of such breakdown. Hand written notes will not be accepted.

**Section 303 - Reserved Areas** — Parking in any of the specially Reserved Areas without displaying the appropriate permit for that reserved area is prohibited.

**Section 304 - Method of Parking Vehicle** — All vehicles must be legally parked within properly lined spaces in their decal/hangtag designated area. Parking on the grass or outside lined area not designated as a parking space is prohibited unless directed by University Police.

**Section 305 - False Information** — Providing false information to University Police to obtain a parking permit may result in disciplinary sanctions and/or criminal prosecution.

**Section 306 - No Parking Areas** — Crosswalks, fire lanes, walkways, roadways, driveways, loading zones, unlined areas not designated as a parking space, and areas roped off or designated by signage, along yellow or red curbing or where official and/or temporary signs prohibit parking. Vehicles parking in designated fire lane will receive a Bloomsburg University traffic summary citation and carries a fine of \$50.00, and the vehicle may be towed from the designated fire lane. Parking in or blocking these areas is PROHIBITED.

**Section 307 - Bicycle Parking** — Bicycles are to be parked in bike racks only. Fastening bicycles to trees or any other objects is prohibited.

**Section 308 Enforcement (ticketing)** — All parking violations will be subjected to being ticketed hourly.

### Article IV - Hours of Parking

#### Section 400 - Parking Hours

**Weekdays (Monday through Friday) 6 a.m. to 5 p.m.:** Vehicles must be parked in decal-designated areas.

**5 p.m. to 2 a.m.:** Open parking, except for handicapped, reserved areas, service vehicle loading areas, metered areas, and areas listed in Sections 306. **2 a.m. to 6 a.m.:** There is no parking allowed on campus from 2:00 a.m. to 6:00 a.m. except in parking lots/spaces designated for Montgomery, Mt. Olympus, Kozloff and Kile Apartment residents, Area Coordinators, Heating Plant Staff, Resident Dorm Students, and Overnight Visitors, whose registered vehicles, with the appropriate hangtag/permit are in their designated lots. **6 a.m. to 2 a.m.:** Metered parking is in effect based on the specified meter times that are listed on each multi-bay parking meter. **Weekends: 5 p.m. Friday until 2 a.m. Monday:** Open parking is permitted in a legal properly lined space, except for designated metered spaces, handicapped spaces, reserved spaces, loading areas, etc. Please refer to Sections 208, 209, 210, 211, 306 and 307.

**Home Football Games** — Parking is prohibited in the upper campus Special Events (orange) Lot, Stadium Lot, Tennis Court Lot, Softball Lot, and Welch Circle Lot on Friday after 10:00 p.m. preceding a home football game on Saturday. Normal parking rules resume for these areas at 8:00 p.m. on Saturday.

### Article V - Decal/Hangtag Control (color coded legend)

#### Section 500: Parking Legend

Red - Faculty and Staff only.

Black - Commuter Students with 60+ earned academic credits (must live outside the regulated perimeter designated by the university)

Light Blue - Resident Dorm Students with less than 60 academic credits and Perimeter Students warehousing a vehicle.

Green - Resident Dorm Students with 60+ earned academic credits and Kile Apartment Residents.

White - Motorcycles, belonging to Faculty, Staff, and Students. Motorcycles are to park in designated areas (see section 205).