

Parking Regulations

Campus Safety & Security issues monetary fines to individuals who park vehicles in violation of Denver Campus parking rules. Fines are due within 30 calendar days of issue and are subject to change at the discretion of the university. The following are the parking rules and regulations for the Denver Campus:

1. All vehicles must be parked properly within a designated space so as not to interfere with another parking space or obstruct a lane of travel or pedestrian walkway. Vehicles that fail to park correctly in marked spaces will receive a \$15 fine.
2. Maximum speed limit on university property is 10 mph. Operating a vehicle without a reasonable amount of care may result in receiving a \$60 fine for reckless or careless driving, revocation of parking privileges and/or additional disciplinary action.
3. Vehicles illegally parked in fire lanes will receive a \$50 fine and be towed at the owner's expense.
4. Vehicles parked in handicapped spaces without a valid handicapped placard will receive a \$60 fine and be booted immediately.
5. Vehicles parked in a loading zone or metered time space longer than 30 minutes will receive a \$15 fine. Vehicles left in these spaces for more than 2 hours will be booted.
6. Vehicles left in a driveway or thoroughfare will receive a \$15 fine and are subject to tow at the owner's expense.
7. Vehicles parked on the lawn will receive a \$15 fine and are subject to tow at the owner's expense.
8. Vehicles parked in reserved spaces (such as "Resident Students Only," "Visitors of the President," "University Vehicles Only," "Special Permit Only" or "Reserved for Campus Safety & Security") will receive a \$15 fine and are subject to tow at the owner's expense.
9. Moving or defacing any university traffic sign will result in disciplinary action.
10. Vehicles shall not be abandoned in campus parking areas and must be in good working condition at all times. Failure to comply will result in a \$15 fine. Subsequent violations could result in the vehicle being towed at the owner's expense.
11. Vehicles left idling and unattended while parked will receive a \$15 fine.
12. Vehicles parked on campus not displaying any permit will receive a \$25 fine.
13. Vehicles parked on university property are subject to search in the event a violation of the Student Code of Conduct or other university rules involving the vehicle has occurred or is believed to have occurred.
14. There is no overnight parking allowed in the North Chapel Lot, South Chapel Lot, Aspen Hall Lot and Wildcat Lot at any time. Any vehicles parked in these lots between midnight and 6am will receive a \$15 fine.
15. Vehicles operated on or obstructing walkways, sidewalks, landscaping or other thoroughfares not intended for vehicles will receive a \$15 fine. Exceptions are made for the operation of university vehicles used in an official capacity, emergency vehicles, or contracted or other vendor vehicles when authorized.
16. For purposes of this policy, vehicles are defined as any "self-propelled" vehicles designed to carry passenger(s).

It is the vehicle owner's responsibility to check on their vehicle periodically. If a ticket is issued it is left on the windshield of the vehicle. The fact the ticket has been issued is evidence enough for enforcement of the parking fines; personal service is not required.

If an owner of any permitted vehicle receives more than five violations in an academic year, the owner will be subject to loss of parking privileges for the remainder of that year. The decision to suspend parking privileges will be reviewed and decided by the dean of students.

Payment of Parking Fines

Fines must be paid in person at the cashier's window in Student Academic & Financial Services (first floor of the Academic Center). All fines must be paid within 30 calendar days of issue. If payment has not been received within 30 days, an attempt to notify the vehicle owner of the outstanding violation will be made and an immobilization device or "boot" will be placed on that

vehicle. Notifications will only be sent to those vehicle owners that can be identified.

If a vehicle receives a boot, a \$75 boot fee must be paid at the cashier's window to remove the boot. The boot fee is in addition to any outstanding violation fines and/or late fees. Vehicle boots will not be removed until the boot fee and all outstanding violations are paid in full. If fees are not paid in full within 72 hours of the boot being placed on the vehicle, the vehicle will be towed at the owner's expense. Vehicle boots are property of Johnson & Wales University and can only be removed by authorized personnel. Unauthorized removal of a vehicle boot is strictly prohibited. Violators will be referred to Student Conduct for further action. Damage resulting in unauthorized removal of the vehicle boot and/or theft of the vehicle boot will be prosecuted to the full extent of the law.

After-hours Payment of Fines

All fines may be paid by cash, check or credit card during Student Academic & Financial Services' business hours. IOUs will not be accepted. After-hours payments may be made at Campus Safety & Security in the form of credit card/debit card; cash or checks will not be accepted.

Towing

Maxx Towing is the provider of all tow services on the Denver Campus. Tow and storage charges are at the sole discretion of Maxx Towing and must be paid directly to them.

Maxx Towing will only hold vehicles for a maximum of 30 days. After 30 days, any vehicles still in their possession are considered to be abandoned and will be sold or disposed of at their discretion.

Parking Appeal Process

Parking appeals may be submitted in writing to the Campus Safety & Security dispatch center during normal business hours. Appeals may also be emailed (blyninger@jwu.edu) to the assistant director of Campus Safety & Security. To file a parking appeal regarding a violation or vehicle boot discrepancy, the following must be completed:

1. Write a formal letter outlining the disagreement with the issuance of the violation or vehicle boot.
2. Include the violation number, date, time, and reason for the violation and/or vehicle boot.
3. Include a return address, phone number and valid email address.
4. Submit to Campus Safety & Security within 30 calendar days of the date the violation or vehicle boot was issued.

Parking appeals will be reviewed by the Parking Appeals Committee. The committee will make a decision on a case-by-case basis and notify the person submitting the appeal of their decision within five business days. If the committee grants the parking appeal, the violation will be voided. If the vehicle was booted as a result of the violation, the boot fee will be returned to the payee. If the committee denies the parking appeal, all fees relating to the violation must be paid within five calendar days of notification that the appeal was denied. If a parking appeal is received, the violation fee will be waived until the Parking Appeals Committee has made a final decision regarding the appeal. However, all vehicle boot fees must be paid up front and will be refunded if the appeal is granted by the committee.