



Parking Rules and Regulations

**Norman Campus
2019-2020 Academic Year**



University of Oklahoma
Norman Campus
**Parking Rules and
Regulations**

2019/2020 Academic Year



Visit our website at parking.ou.edu

Follow @OUParking on Twitter

CONTENTS

- I. Scope, Authority and Objectives
 - II. Terms and Definitions
 - III. General Information
 - IV. Traffic Regulations
 - V. General Parking Regulations
 - VI. Parking Permits
 - VII. Student Parking Regulations
 - VIII. Visitor and Customer Parking Regulations
 - IX. Parking Facilities
 - X. Enforcement
 - XI. Adjudication of Parking Citations
 - XII. Special Event and Other Unusual Parking Needs
 - XIII. Impoundment Procedures
 - XIV. Disclaimer
 - XV. Severability
 - XVI. Public Comments
- Appendix A — Rate and Fee Schedules**

****Notice: During this unprecedented time caused by the COVID-19 pandemic, standard policies are subject to change****

I. Scope, Authority and Objectives

The Board of Regents of the University of Oklahoma has determined that it is in the best interest of the University of Oklahoma that rules and regulations be promulgated and adopted governing the keeping and use of automobiles by university employees and students, providing parking areas for the employees and students of the university, and providing a method of carrying such rules and regulations into effect and the enforcement thereof. The applicable portion of these regulations shall form a part of the contract of every employee of the university, and the portions applicable to students shall be deemed a part of the established regulations of the university which govern every student.

For the accomplishment of the above purposes, the rules and regulations stated herein have been adopted by the Board of Regents of the University of Oklahoma effective beginning with the fall semester, 1978. The president of the university may revise, alter or amend these regulations when conditions warrant. Such amendments, revisions or alterations shall, unless otherwise ruled by the Board of Regents of the University of Oklahoma be effective and of the same dignity as if enacted or ordered by said Board of Regents. All substantive changes shall be published in the student newspaper at least four successive days. (RN, 7-19-78, p. 15157, edited)

Accordingly, these regulations have been developed and implemented by the University of Oklahoma to facilitate the safe and orderly conduct of business and to allocate the limited parking space available on the Norman campuses of the university. Operating a motor vehicle on university property is a privilege that is conditioned, in part, on compliance with these rules and regulations.

The objectives of these Parking Rules and Regulations are:

- A)** To facilitate the safe and orderly conduct of university business.
- B)** To allocate parking space as conveniently as possible for all user groups within the limits of the space available and the priorities assigned.
- C)** To ensure access at all times for emergency equipment.
- D)** To minimize traffic disturbance during class hours.

II. Terms and Definitions

For the purposes of these regulations, the following definitions of the captioned terms shall be utilized:

“Bicycle” is any pedal-operated, human-powered conveyance regardless of the number of wheels or passenger seats.

“Campus” is all property of the University of Oklahoma located within the city of Norman, Okla.

“Commuter” is any University of Oklahoma Norman campus student who resides somewhere other than in a university residence hall.

Residents of university apartments are considered commuters.

“Contractor” is an individual or employee/representative of a commercial enterprise providing goods and/or services to the university for a single, limited purpose or period.

“Customer” is any person, affiliated with the university or not, who is actively patronizing a retail sales/service vendor located on the Norman campus of the university.

“Double-Parked” means parked behind or beside a legally parked vehicle in such a way as to prevent its driver from moving it.

“Emergency Vehicle” is any marked conveyance operated by a member of a public safety agency in the performance of his/her assigned duties.

“Hazard Lights” are to be used for emergency purposes only. Does not indicate temporary parking.

“Loading Zone” see “Service Vehicle/Loading Zone.”

“Media” is an employee or person representing in a paid or other official capacity an enterprise providing public broadcast or print media services.

“Motor Vehicle” includes automobiles, trucks, motorcycles, motor scooters (added space), mopeds, and other mechanized mobile equipment.

“Parking Office” is the office of Parking Services, located at 1332 Jenkins Ave., first floor, southwest corner of Jenkins Avenue Parking Facility.

“Parking/Traffic Control Devices” are fixed or portable signs, cones, signals, barriers, barricades, ribbon or flag lines placed by or at the direction of employees of the university.

“Service Vehicle/Loading Zone” is any space or area identified by signage or other means as reserved for use by University of Oklahoma vehicles and/or vehicles operated by other entities providing goods and/or services to the university or for loading/unloading. Moving from one service vehicle spot to another to avoid the 2-hour time limit is strictly prohibited.

“Skateboards” are conveyances propelled by their user consisting of a surface mounted on wheels.

“Vendor” is an individual or employee/representative of a commercial enterprise providing goods and/or services to the university on a continuing basis.

“Visitor” is any person unaffiliated with the University of Oklahoma Norman campus as an employee, student, vendor, office occupant or tenant.

“Yellow Zone” is any paved area or space around which (added) the curbing or boundary marker that (delete) has been painted “traffic yellow” to indicate that private vehicles may not legally be parked there.

III. General Information

The rules and regulations stated herein have been approved and adopted by the president of the University of Oklahoma. These rules form a part of the established regulations of the university.

The president of the university may revise, alter or amend these regulations when conditions warrant. The text of all substantive changes will be published in The Oklahoma Daily (the student newspaper) on at least four successive days at least one week prior to implementation. The university reserves the right to change the allocation of parking spaces when deemed necessary in view of overall university community needs, including, but not limited to, visitor parking for university special events.

Temporary changes in allocation and/or in the enforcement posture relating to these regulations need not be published or otherwise publicly announced prior to implementation. The Parking Office will make a reasonable effort to notify beforehand any user group that is anticipated to be affected by temporary changes in allocation or availability.

Please Note: All emails from parking@ou.edu are considered an “official” form of communication by the University of Oklahoma. Therefore, all information and or directions must be heeded.

“Union Parking Center” is the Parking Center associated with Oklahoma Memorial Union and is operated by OU Parking Services. It is not subject to university permitting requirements. Questions regarding the operation of this facility should be directed to the Union Business Office, 900 Asp Ave., Norman, Okla. 73019-4052. Phone (405) 325-2121 OU Parking Services, 1332 Jenkins Avenue, Norman, OK 73019-2451 at (405) 325-3311. Visit ou.edu/union/parkingandmaps for more information.

IV. Traffic Regulations

A. Oklahoma State Statutes and City of Norman municipal ordinances governing pedestrian rights and duties, vehicle registration, licensure, and/or operation of motor and other vehicles are applicable on campus (see Enforcement, Section IX).

B. The speed limit on university streets is 20 miles per hour unless posted otherwise.

C. The speed limit in university parking lots is 10 miles per hour unless posted otherwise.

D. Except for university vehicles, motor vehicles may be driven only on roadways, and must observe applicable statutes/ordinances. Motor vehicles other than university-owned may be driven on sidewalks

only by express authorization from the university Department of Public Safety.

E. Moving, parking in front of, blocking, or driving around university parking/traffic control devices is strictly prohibited and may constitute a violation of state law as well as university regulations and may subject your vehicle to citations or impound.

F. Emergency vehicles are exempt from university traffic regulations.

V. General Parking Regulations

A. These regulations are applicable to all members of the university community — faculty, staff, students, visitors, customers, office occupants, tenants, vendors and contractors.

B. All motor vehicles using university parking facilities on campus from 7 a.m. to 9 p.m. must display a current university parking permit (see Parking Permits, Section VI).

C. Only parking permits issued or authorized by the Parking Office are valid and will be honored. Such substitutes as signs or decals made or issued by others, hand-written notes left on a vehicle, etc., are unacceptable and will not be honored by enforcement personnel.

D. All parking spaces are allocated to a specific user group and parking permits are available for each category of user.

1. Parking is on a first-come, first-serve basis.

2. The issuance of a parking permit merely constitutes authorization to park if space is available.

3. The responsibility for finding a legal parking space rests with the vehicle operator.

4. Lack of space in a particular lot is not a valid excuse for violating parking regulations and will not be considered as a valid basis for appeal.

5. The operator must park only in those spaces or areas allocated and designated for the type of permit displayed on his or her vehicle.

E. When parked, the entire motor vehicle must be within the boundaries of the single parking space used. The fact that other motor vehicles may have parked improperly does not constitute an excuse for parking any part of the motor vehicle outside the space boundaries.

F. Vehicles may not be double-parked or parked in any position that prevents adjacent vehicles from entering or exiting their legal parking space. **Vehicles may not park in or occupy hashed areas adjacent to disability spaces.**

G. Vehicles parking on a street must be parked facing the same direction as the flow of traffic in the adjacent lane.

H. Motorcycles and motorbikes must use those spaces within or adjacent to regular motor vehicle parking lots/spaces/areas designated specifically for motorcycles and may NOT use spaces intended for full-sized vehicles. Motorcycles and motorbikes must also be within the boundaries of the parking space used.

1. Motorcycles and motorbikes may NOT park in bicycle racks or areas designed or designated for bicycles.

2. Motorcycles and motorbikes may NOT be parked inside any university structure not specifically designed and equipped for that purpose, block any portion of sidewalks, ramps, stairs/landings, building entrances, breezeways, or porches, or prevent or impede safe ingress and egress at any facility. Motorcycles and motorbikes parked in any of these areas are subject to impoundment.

3. A clear lockbox is an option to secure and display a car permit and park in the designated area for that permit.

I. The owner-of-record or the individual registering a vehicle with the university is responsible for all university parking citations written against that vehicle regardless of who the driver is at the time of the violation.

J. If a university employee, student or other individual affiliated with the institution is identified with a vehicle cited for repeated parking violations, the university will assume that it is that individual and NOT a visitor who is operating/parking the vehicle on campus. In such an event, the university employee, student or affiliate will be held accountable for the citations.

K. The parking of motor vehicles on campus is prohibited in areas other than those established for parking and marked by signs or other devices controlling their use.

1. Any vehicle parking in a yellow zone, driveway, travel lane, or any area not specifically marked as a legal parking space will be subject to citation and may be impounded. Vehicles may not park on grass unless specifically directed by parking or safety personnel.

2. "Service" and "Loading" zones are enforced from 7 a.m. to 9 p.m. Monday through Friday in all main campus areas north of Lindsey Street unless otherwise marked. **After 5p.m., service vehicle spaces become multipurpose north of Lindsey street.** The service and loading zones south of Lindsey are enforced 24/7. Vehicles other than those identified as University of Oklahoma or commercial vehicles that do not display a loading permit may be impounded. **Cars displaying valid, state-issued disability placards and a valid university permit may park in service vehicle spaces.**

3. Spaces identified by a sign and/or pavement marking bearing the international pictographic symbol for a wheelchair are reserved for use only by vehicles displaying a state-issued physical disability permit in conjunction with any valid purchased university permit.

a. Spaces identified by signage for use by visitors are reserved for their use between 7 a.m. and 5 p.m. Monday through Friday.

b. Persons affiliated with the university as employees, students, office occupants or tenants shall not park any vehicle, registered with the university or not, in a visitor parking area during the hours of enforcement. Spaces identified by signage for use by customers are reserved for this purpose and may be used by both visitors and persons affiliated with the university.

6. Signs or other markings indicating a time limit for any space or area shall be strictly observed. Exceeding the stated limit may be cause for citation and/or impoundment even though the vehicle is otherwise authorized to be parked in the subject space.

7. Parking in pay station areas is subject to the time limitation imposed by the pay station.

a. Pay stations must be paid during the hours of enforcement. Pay stations that do not accept coins because the meter is either full or jammed, meters that show "out of service," and pay stations that are broken should be reported immediately to the parking office. Vehicles are NOT authorized to park in pay station spaces where the meter is malfunctioning. Vehicles parked in spaces where the pay station is not in working order may be cited.

b. Goddard Health Center lot is for patients only. All users must pay the pay station. Those not using the GHC facility will be cited 7 a.m. to 5p.m. Monday through Friday. OU permit-holders may park in the lot from 5p.m. to 2 a.m. without paying the meter when displaying their permit.

c. Patients that are cited for "Expired Meter / Pay Station" while actively in Goddard Health Center or the Counseling Center may take the citation to the check-in desk in Goddard. The staff will confirm that the patient was actively in an appointment when the citation was issued and mail it into the Parking Services office to be voided.

8. Special reserved parking areas for institutional use have been identified on Parrington (North) Oval with distinctive painted legends reading, "special permit parking" and striping. These zones are reserved year-round from 7 A.M.-5 P.M. and will be assigned at the discretion of the executive offices of the university.

L. Some permits are issued for a specified, limited duration of validity as a courtesy to facilitate an activity in support of the business of the university. Exceeding the stated time limit of a permit may be cause for citation or impoundment even though the permit is valid for the location in which the vehicle is parked.

M. All parking permit restrictions are applicable during exam weeks, enrollment periods, scheduled student breaks (i.e. spring break) and unscheduled class cancellations.

1. Parking permit restrictions are enforced year-round except on holidays for which the university is officially closed (i.e., Thanksgiving, Christmas, etc.).

N. Inoperable or raised gates do not negate the permit restrictions in designated faculty/staff areas during the hours of enforcement.

O. It is the customer's responsibility to always display a valid permit. All citations for this violation may be appealed or paid at the Parking Office.

P. Enforcement of any or all university parking regulations throughout the Norman campus or in selected areas may be suspended by the Parking Office or by the university Department of Public Safety to accommodate needs associated with special events, emergencies or other unusual situations.

Q. A standard color-code is used on curbing, edge-striping and other parking space identification on the Norman campuses to indicate certain restrictions as follows:

1. Yellow — Prohibition of parking by all users (no parking any time). Vehicles parked on yellow curbs are subject to citation and impoundment.

2. Green — Visitor parking in some locations around campus, such as Parrington (North) Oval unless otherwise stated.

3. White — Parking reserved for service or loading use. (see General Parking Regulations, section K-2)

a. Special reserved areas on Parrington (North) Oval are marked with a white curb and "special permit required" which indicates that they are reserved from 8 A.M. until 5 P.M. after which becomes multipurpose.

4. Blue — Parking reserved for use by physically disabled permit-holders.

5. Red — Indicates a fire lane and vehicles parked in these areas are subject to being cited and impounded.

R. Emergency vehicles are exempt from university parking regulations.

S. Parking Services cannot prevent the removal of citations from vehicles by third parties. Because all infractions are officially documented, **citations issued to vehicles are still valid even if the citation was removed from the vehicle prior to the owner's arrival.** Parking Services sends courtesy emails to the registrants of all known vehicles as a secondary notification.

VI. Parking Permits

A. No motor vehicle may be parked on campus from 7 a.m. to 9 p.m. without a current parking permit or other authorization from the Parking Office.

B. No vehicle is considered "legal" for parking purposes until the permit/decal(s) has been properly and visibly displayed in/on the vehicle.

C. Permits may be purchased online at parking.OU.edu. All online purchases may be charged to the Bursar's account for students, payroll deduction for university employees, or paid by credit card.

D. Permits also may be obtained in the Parking Office, located at 1332 Jenkins Ave., from 8 a.m. to 5 p.m. Monday through Friday, except university holidays.

1. Any person who gives false information may be subject to university disciplinary action.

2. Payment for parking permits may be tendered in cash, personal check, student's Bursar or through credit card with appropriate identification. Change cannot be given for traveler's checks or other instruments for more than the purchase amount.

a. Benefit-eligible university employees may pay for parking permits through payroll deduction.

3. Permits will be sold in accordance with the current fee schedule (see Appendix A).

4. Persons leaving the university prior to the expiration of their parking permit may obtain a prorated refund based on the current selling price upon return of the permit to the Parking Office.

5. Emeritus and retired faculty/staff may obtain parking permits at the Parking Office without charge but must complete the application/registration form.

a. Retiree permits are not valid on the North Oval or in visitor areas. In customer service areas, vehicles with Retiree Permits must pay the pay station.

E. Except for motorcycle owners, to whom a non-transferable decal will be issued, each person purchasing/obtaining a parking permit will be issued only one permit, which is transferable to any vehicle driven by the permit owner.

1. Permits are sold only by the Parking Office; purchase from any other source voids the permit.

2. Permits may not be re-sold to a second party.

3. The permit owner is responsible for citations issued to any vehicle displaying that permit or any previous years' permit.

4. Permits determined to be in use by someone other than the purchaser or altered are void and are subject to confiscation.

a. Any vehicle in which such permit is displayed is subject to impoundment.

F. Lost or stolen permits and/or gate cards must be reported to the Parking Office regardless of the location at which the loss/theft occurred.

1. The owner of a parking permit stolen at a location off campus may wish to report the theft to the law enforcement agency having jurisdiction of that location.

2. Any gate card or permit that has been reported lost or stolen and is later found must be returned to the Parking Office; it may not be displayed on any vehicle, including the vehicle(s) of its original owner.

3. Any vehicle displaying a permit or gate card that has been reported lost or stolen will be issued a parking citation and may be impounded.

G. Owners are responsible for removing university parking permits/decals prior to the disposal of any vehicle and for reporting the change in ownership status to the Parking Office.

1. Upon return of a permit(s) that has remaining validity, the Parking Office will provide a prorated refund based upon the current selling price.

H. Special Permits

1. Several categories of special permits have been designed to accommodate needs and users outside the scope of regularly issued types.

a. Holders of special permits must assume complete responsibility for the use of their permit privileges. Misuse of the permit will result in the suspension of the privileges. Loading permits may be rescinded if users abuse time limits.

b. Special permits must be displayed in accordance with the instructions provided in order to be valid.

c. Special permits authorize access to restricted parking spaces or areas; they do not authorize parking in prohibited areas including but not limited to yellow zones, fire lanes, driveways or travel lanes, blocking sidewalks, curb cuts or access to fire hydrants or connections, Service Vehicle spaces or any other designated tow-away zones.

I. Physical disability permits

1. Vehicles Displaying any Valid state-issued physical disability parking permit in conjunction with a purchased university parking permit may park in any designated physical disability parking space or any other faculty/staff, student, customer or visitor designated space on campus, EXCEPT in reserved parking spaces.

2. Individuals who are temporarily disabled may obtain a temporary, up to two weeks, university physical disability parking permit by presenting to the Parking Office a letter from his/her physician stating the nature and anticipated duration of the incapacitation and certifying the need for special parking privileges.

3. Any vehicle displaying a placard determined to be fraudulently obtained or displayed is subject to citation and impoundment.

J. Media permits

1. As an accommodation to the public media, vehicles permanently marked as owned/operated by commercial media

personnel may be parked in any legal space on the Norman campus, except disability spaces, fire lanes, etc., without displaying any university permit.

2. Members of the public media operating personal or unmarked vehicles while covering events on the Norman campus of the university may obtain special parking permits through the University Office of Public Affairs, (405) 325-1701.

3. Media permits are issued for one academic year and must be renewed each fall.

4. Regular media permits are not honored in lots reserved by the Athletics Department for home football games.

5. Media parking for football games is controlled through the Media Relations Office, 180 W. Brooks St., Norman, Okla. (405) 325-8231.

K. Vendor and Delivery Permits

1. Vendor permits may be purchased at the Parking Office.

2. Vendor permits are valid in faculty/staff, student and service vehicle areas.

3. Students may obtain delivery permits under special circumstances. Students may not use these permits to go to class. Delivery privileges may be rescinded if abuse is determined.

4. Delivery permits may be obtained at the Parking Office. Allows up to an allotted amount of parking in Faculty/Staff, Student parking, etc. Students caught using delivery passes to go to class can be impounded.

L. Apartment Tenant Permits

1. Residents of Kraettli and OU Traditions wishing to park on the main campus must purchase and display an appropriate purchased permit.

M. Other Special Permits

1. Permits may be acquired for special purposes such as loading equipment, overnight parking on campus, conference parking, etc., through the Parking Office.

2. Persons not affiliated with the university who are participants in programs sponsored or held on campus such as adult fitness classes, music lessons, reading labs, etc., may obtain a parking permit through the Parking Office.

N. Health Sciences Center Permits

1. Health Sciences Center permits issued to HSC students are valid on the Norman campus only in student lots.

2. Health Sciences Center Permits issued to HSC faculty/staff are valid on the Norman campus only in faculty/staff and multipurpose lots.

3. HSC permits are not valid on the North (Parrington) Oval, Service Vehicle areas and visitor areas. Vehicles must display both the HSC hang tag permit when parked on the Norman campus.

VII. Student Parking Regulations

A. General Student Restrictions/Provisions

1. Parking permit restrictions in student parking areas are enforced all year except on holidays when the university is officially closed (Thanksgiving, Christmas, etc.). Parking regulations are enforced during breaks when the parking office is open.

2. Student-permitted motor vehicles may be parked in faculty/staff lots (except 24-hour reserved lots) as follows:

a. Weekdays from 4 p.m. to 7 a.m.

b. All day on Saturdays and Sundays unless posted otherwise.

c. Inoperable or raised gates do not negate the permit restrictions in designated faculty/staff areas during the hours of enforcement.

B. Student Employees

1. **Students holding university employment in student positions are not eligible for employee parking privileges.** Graduate Assistants who are preapproved through their department are eligible for GA passes. GA passes are granted on a semester-by-semester basis. To obtain a permit, the GA must be approved by their respective departments. Approved departments are only allowed to approve a set amount of GA permits per semester.

C. Commuter Students

1. All commuting students are urged to take advantage of the CART service, for which there is no per-ride fare. Presentation of a valid student ID with either a free validation sticker (obtained at the parking office) or through the free OU innovate app authorizes students to ride free.

a. Vehicle owners riding the CART shuttle do not have to pay a permit fee or display any university permit to park in the north side of the Lloyd Noble Center parking lot. (See parking map)

2. Commuters parking on the main campus must park only in areas designated for their use or in designated multipurpose spaces and lots.

3. All commuter permits expire at the end of the spring academic semester (2019-2020 is in June).

4. Students enrolled in classes at the Law Center may obtain a commuter law parking permit authorizing them to park in designated student parking at that location or in any other designated commuter or multipurpose space or lot. Regular commuter permits are not valid in Law Center student parking.

5. Students whose academic schedule requires their presence on campus only after 3:30 p.m. on weekdays may obtain an evening parking permit in lieu of the commuter permit.

a. **Evening permits are valid only from 3:30 p.m. to 7 a.m. Monday through Friday in commuter lots and from 4 p.m. to 7 a.m. in faculty/staff lots.**

D. Resident Students

1. Designated student parking in the student residence hall areas are reserved for housing-permitted vehicles only 24/7 during the fall and spring academic semesters.

2. Students residing in residence halls (Walker, Adams and Couch Towers) who own or operate a motor vehicle on the Norman campus at any time during the year, except the move-in period prior to the fall semester, must purchase a housing parking permit. The housing permit does not authorize parking in priority housing areas but is valid in designated housing and multipurpose spaces and lots. After 4 p.m., housing-permitted vehicles may park in select faculty/staff and commuter lots north of Lindsey Street. Exceptions include Cate Center Drive and the first floor of the Jenkins Parking Facility. Vehicles must be moved back to the housing area before 7 a.m.

3. Students residing in university residence halls who have lived a full year in university housing are eligible to purchase a priority housing permit. Verification from the University Housing Office is required to upgrade from the housing permit to the priority housing permit. The priority housing permit authorizes parking in all spaces, and lots designated priority housing, housing, and multipurpose. After 4 p.m., priority housing permitted vehicles may park in most faculty/staff and commuter lots north of Lindsey Street. Vehicles must be moved back to the housing area before 7 a.m.

4. Students residing in Headington Hall must purchase Headington Hall parking permits, which are valid only in the lot designated for that use or in any designated multipurpose lot. After 4 p.m. Headington Hall permitted vehicles may park in most faculty/staff and commuter lots north of Lindsey Street. Vehicles must be moved back to the Headington Hall area before 7 a.m.

5. Students residing in Headington or Dunham Residential Colleges must purchase Priority Housing permits. Parking Services receives a list from the colleges of approved students.

6. Students residing in Cross Center must purchase Timberdell permits. Parking Services will obtain a list of those eligible for Timberdell permits from Cross Center. The Timberdell permit authorizes parking in all spaces and lots designated as Timberdell and multipurpose.

VIII. Visitor and Customer Parking

Certain spaces and areas in campus parking facilities are set aside for use by visitors; these areas have been located for maximum visitor convenience and clearly identified by signage.

Enrolled students, employees, vendors, office occupants and tenants, including Research Campus tenants, are NEVER considered visitors. Visitors are persons not affiliated with the University.

1. Permits may be purchased in the Parking Office or at parking.ou.edu, located at 1332 Jenkins Ave, from 8 a.m. to 5 p.m. Monday through Friday, except university holidays.

2. The parking center associated with Oklahoma Memorial Union is operated by Parking Services and is not subject to university permitting

requirements (see Section III, General Information). Hourly parking fees apply. For information about the Union Parking Facility, please call either the Union Business office at (405-325-2121 or OU Parking Services at (405) 325-3311).

3. Only valid visitors, as defined in Section II, may park in designated visitor parking between 7 a.m. and 5 p.m. on weekdays.

4. Pay station areas designated for visitors are subject to the time limitation imposed by the meter and pay station and the meter must be paid during stated hours.

5. Visitors are expected and required to abide by properly signed or marked parking restrictions.

a. Visitors receiving a parking citation should call or email the Parking Office for further information.

b. Visitors wishing to pay a citation may do so in the Parking Office between 8 a.m. and 5 p.m. or may enclose a check, money order in the citation envelope and mail it or call the parking office at (405) 325- 3311 or payments can be made online at parking.ou.edu. **Various pay station areas are for visitors only and students will be cited for parking there even if meter is paid (no refunds).**

6. Visitors whose vehicles display the state-issued physical disability permit may use any available designated physical disability parking space on campus with valid OU visitor permit displayed. For further campus parking accessibility information, call the Parking Office at (405) 325-3311 or go online to parking.ou.edu.

IX. Parking Facilities

All university-established rules and regulations apply. Questions regarding the operation of the Elm Avenue, Asp Avenue, Jenkins Avenue and Timberdell Road parking facilities should be directed to the Parking Office, located at 1332 Jenkins Ave. in the Jenkins Avenue Parking Facility, Norman, OK 73019, (405) 325-3311.

1. Jenkins Avenue Parking Facility – Five leveled parking facility with a total of 1217 spaces. Located off Jenkins Avenue directly south of Headington college. The first level is faculty/staff parking only and levels 2 through 5 are designated for commuter, priority-housing and housing as signed.

2. Elm Avenue Parking Facility- Five leveled parking facility with a total of 577 spaces. Located off Elm Avenue just south of Catlett Music Center. The first level is reserved permit parking only. The entire first ramp is pay station parking with the pay station located at the bottom on the ramp. Levels two through five are designated for commuters and faculty/staff. In the Elm Ave parking facility, no permit is required to park after 4:30 P.M. on Fridays through to 7 A.M. the following Monday.

3. Asp Avenue Parking Facility – Six leveled parking facility with a total of 739 parking spaces. Located immediately west of the stadium off Asp Avenue. There is no parking on the plaza (very bottom) level allowed. The second level is reserved permit parking only. The entire first ramp is

pay station parking with the pay station located at the bottom of the ramp. Levels three through six are designated for commuter and faculty/staff as signed.

4. Timberdell Road Parking Facility – Five leveled parking facility with a total of 990 parking spaces. Located directly south of the Cross dorms off Timberdell road. The bottom floor is faculty/staff. Ramp one through floor five are designated for Timberdell and housing as signed.

5. Reserved parking is on first-come basis and must be purchased through the Parking Office. All unauthorized vehicles parked in reserved spaces will be cited and are subject to impoundment. Spaces are reserved in the Elm Avenue and the Asp Avenue Parking Facilities from 6 a.m. until 10:30 p.m. Monday through Friday. Special reserved parking permits must be displayed.

X. Enforcement

The Parking Office is responsible for enforcement of the parking regulations articulated in this document. The OU Police Department enforces applicable federal, state and local laws on university property or otherwise within their jurisdiction, including those governing the registration, licensure and operation of motor vehicles and the traffic regulations articulated in this document and may also enforce parking regulations. The Police Department is exclusively responsible for enforcement of regulations pertaining to skateboards, roller skates and in-line roller skates.

A. Law enforcement, including traffic laws and collision investigation, is accomplished by commissioned university police officers.

1. Moving violation citations issued by university police officers are heard in the Municipal Court of the city of Norman or the Cleveland County District (state) Court.

2. Reports on traffic collisions are submitted to the Oklahoma Department of Public Safety as required by state law.

B. Enforcement of parking regulations is accomplished primarily by Parking Control personnel of the Parking Office.

1. University parking citations are adjudicated wholly within the university as an administrative process (see Adjudication of Parking Citations, Section XI).

C. Failure to comply with the lawful directions of university police, community service officers or parking control personnel acting in the performance of their duties is a violation of the University of Oklahoma Student Code of Conduct, and may subject the violator to disciplinary action in addition to any parking, traffic or criminal enforcement action taken.

XI. Adjudication of Parking

Citations

A. Permit-holders are allowed one citation waived per semester for failure to display their permit. Use the Courtesy Card found at parking.ou.edu. After Courtesy Cards run out, appeal citations at parking.ou.edu within 14 calendar days of issuance or the right of appeal is waived. A \$5 appeal charge will be added to all appeals that are sustained or reduced.

B. A \$5 late charge will be added to all citations not paid within 30 days of the date of issuance.

1. Unpaid charges for citations will be referred to the Bursar's Office for collection.

C. All parking citations may be paid in person, by mail at the Parking Office located at 1332 Jenkins Ave., Norman, OK 73019, in the Jenkins Avenue Parking Facility, or online at parking.ou.edu or by calling (405) 325-3311

1. DO NOT send cash in the U.S. or campus mail; the university will not be responsible for cash lost in the mail.

D. Individuals may appeal parking citations **within 14 calendar days of issuance** by submitting an appeal using the form on the parking website located at parking.OU.edu and electing either personal appearance or board hearing only.

1. Student appeals will be heard by the Student Appeals Court, which is operated under the authority of and in accordance with procedures established by the Student Code of Conduct and the University of Oklahoma Student Association.

2. Faculty/staff appeals will be directed to and heard by the Parking Violation Appeals Committee, which is appointed by the president of the university from nominees submitted by the Faculty Senate and the Staff Senate.

3. If an appeal is sustained, a \$5 fee will be applied. This accounts for the costs of convening the appeals board.

4. The decisions of the Student Appeals Court and Parking Violations Appeals Committee are final and binding.

5. Once a citation has been appealed and the court or committee has made its decision, that citation cannot be waived.

6. Any university affiliate or non-affiliate do not have the entitlement to have their citation(s) waived unless the citation should not have been issued.

7. All users who appeal citations assume responsibility for that citation/vehicle. Do not appeal tickets for 3rd parties – they should contact OU Parking Services directly.

XII. Special Event and Unusual Parking Needs

A. Individuals or departments planning to conduct short courses, workshops, conferences or special events to which persons from off campus will be invited should inform the Parking Office as soon as possible, preferably at least one week in advance of the event, of the anticipated attendance, duration of the event and special parking or traffic management requirements.

1. Only the Parking Office is authorized to approve the use or closure of university parking facilities except in the case of inclement weather, where garages are closed at the discretion of OU Facilities Management. Departments or individuals may not reserve any spaces in any lot with any parking or traffic control devices without expressed pre-approval from Parking Services. Cones placed without approval are subject to confiscation by parking.

2. The approval of the university Department of Public Safety is required for any special event that will necessitate the disruption or re-routing of vehicular traffic flow, the closure of campus streets, or that involves parades including motor vehicles or motorcades (with or without police escort).

B. Students, faculty members or staff may apply in advance for visitor parking permits for individuals or groups whom they invite to the campus. Notice should be given to the Parking Office sufficiently in advance to make appropriate parking arrangements and deliver required permits, preferably one week in advance of the visit, minimum.

XIII. Impoundment Procedures

A. Parking Control personnel of the Parking Office and/or members of the Police Division of the University Department of Public Safety are authorized to impound vehicles on university property in Norman as follows:

1. Any vehicle to which three or more parking citations have been issued where 30 days have passed since issuance, and no action has been taken toward the disposition of the citations.

2. Any vehicle displaying a University of Oklahoma parking permit that has been reported lost or stolen.

3. Any vehicle displaying a forged, altered or unauthorized University of Oklahoma parking permit.

4. Vehicles parked blocking crosswalks, curb cuts, sidewalks, building entrances, spaces reserved for vehicles displaying physical disability permits, blocking access to a fire hydrant or fire department connection, in a fire lane, blocking access to a trash dumpster or trailer, in any other marked tow-away-zone, or on grass or other landscaped surface.

5. Vehicles parked in a driveway or travel lane or otherwise so as to impede vehicular traffic flow or constitute a traffic hazard; blocking the operation of or access by emergency equipment, including but not limited to law enforcement vehicles, fire department vehicles and emergency medical vehicles; or preventing the making of essential repairs to university facilities.

6. Vehicles parked in the area between a sidewalk and the curb of a street in areas contiguous to university property.

7. Unauthorized vehicles parked in a loading or service vehicle space or zone without the proper permit.

8. Vehicles parked in a posted "no parking" area.

9. Vehicles parked on a yellow curb.

10. Vehicles displaying no registration plate or an expired registration plate in accordance with applicable state statute(s).

11. Vehicles that are inoperable or determined to be abandoned.

12. Any vehicle or customer who owes more than \$400 dollars in citations or has unpaid citations in excess of 10, whichever comes first.

13. Vehicles that have been cited in a specific area 5 or more times and are classified as abusers of said area.

14. Motor vehicles parked inside a structure not designed and equipped for that purpose or preventing or impeding safe ingress or egress at any facility.

15. Vehicles whose operators are verified to not be patients at GHC lot and/or are found to be repeatedly abusing the area.

B. Vehicles being impounded also are subject to citation for the violation that necessitated their removal, as applicable.

C. Release of all vehicles impounded by members of the University Police Department must be approved through their headquarters.

1. Release of vehicles impounded for parking-related reasons may be accomplished at the Parking Office during their regular business hours; the Parking Office will coordinate release approval with the university police.

a. At all other times, release must be accomplished in person by the vehicle owner or their legal agent at university police headquarters.

2. Vehicles impounded by the university police are normally held in the custody of the commercial provider with which the university contracts for wrecker services. Owners of such vehicles will pay all charges and fees due directly to that commercial provider. Storage charges at these facilities begin to accrue immediately. Claimants must present satisfactory proof of ownership and positive identification documentation, including a valid driver's license. OUPD or Parking Services does not determine the wreckers fee and cannot waive it.

3. The university police may, at their discretion, elect to hold certain impounded vehicles at their headquarters. In such cases, the owner will pay an impoundment fee at university police headquarters to obtain release of his or her vehicle. This impoundment fee must be paid prior to release and will not be waived under any circumstances.

4. Parking Services requires all outstanding/30-day late citations to be paid before release.

D. If a vehicle is determined to have been impounded in error, all university charges associated with the impoundment will be waived.

1. If already collected, such fees will be refunded upon application to the Parking Office. The owner may also make application for refund of charges and fees paid to the commercial wrecker service provider.

XIV. Disclaimer

A. University parking permit licenses the permit holder(s) to park one motor vehicle in the area(s) designated for use by that category of permit at the permit holders' risk. The university, as licensor, hereby declares itself not responsible for fire, theft, damage to or loss from any motor vehicle or any article left therein. Only a license is granted by the

permit and no bailment, expressed or implied, is created. The university assumes no liability whatsoever in connection with the operation of motor vehicles on its property.

XV. Severability

If any section, subsection, sentence, clause, phrase, or portion of these regulations is, for any reason, held invalid or unconstitutional by any court or body of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of these regulations.

XVI. Public Comments

Suggestions on methods of improving parking on campus are welcomed by Parking and Transportation Services, the auxiliary unit administratively responsible for the parking function. Suggestions should be addressed in writing to the Manager of Operations, Parking Services, 1332 Jenkins Ave., Norman, OK 73091 or by email at parking.ou.edu.

Appendix A

Violation	Fine
Fraudulent Use of Physical Disability Permit	\$200
Using a Lost/Stolen Permit	\$150
Using an Altered or Forged Permit	\$150
Using an Unauthorized Permit	\$125
Parked in or Blocking Physical Disability Space	\$150
Parked in or Blocking Fire Lane	\$100
Reserved Parking	\$50
State/Emergency Vehicles Only	\$275
Parked in or Blocking Driveway/Parking Facility	\$125
Parked in or Blocking Driveway/Surface Parking	\$125
Parked on a Yellow Curb	\$30
Parked in or Blocking Crosswalk/Curb cut	\$30
Parked in Service Vehicles Only area	\$30
Parked Blocking a Dumpster	\$30
Parked Taking Up More Than One Space	\$30
Parked Against Traffic	\$30
Parked on or Blocking Sidewalk	\$30
Double-Parked	\$30
Parked on the Grass	\$30
Other – See Remarks	\$30
Exceeding Time Limit of Sign/ Permit	\$30
Faculty, Staff or Student Parked in Visitor Space	\$30
No Valid Permit Displayed	\$30
Displaying Wrong Permit for Lot	\$30
Expired Meter or Pay station	\$30
	\$25

A \$5 late charge will be added to all unpaid citations if not paid within 30 days from the date of issuance.

Parking Permit Fee Schedule

People who have purchased permits may be due a credit on the unused portion if the permit is returned prior to the expiration date. The permit is not transferable to another university student or employee under any circumstance.

Faculty or staff permit holders are required to return their purchased parking permits to the Parking Office should they leave the university prior to the expiration date.

Permit type	Price
Reserved	\$1,245
Faculty/Staff/Contractor/Vendor	\$311
Housing/Priority Housing/Headington Hall student	\$274
Commuter Student	\$274
Evening	\$97
Motorcycle	\$53
Summer	\$40
Short Term (weekly)	\$16
One-day Student	\$5
One-day Faculty/Staff	\$3

Visitor (daily)

\$3



PARKING SERVICES

The UNIVERSITY of OKLAHOMA

The University of Oklahoma in compliance with all applicable federal and state laws and regulations does not discriminate on the basis of race, color, national origin, sexual orientation, genetic information, sex, age, religion, disability, political beliefs, or status as a veteran in any of its policies, practices or procedures. This includes but is not limited to admissions, employment, financial aid and educational services. For questions regarding discrimination, sexual assault, sexual misconduct, or sexual harassment, please contact the Office(s) of Institutional Equity as may be applicable — Norman campus at (405) 325-3546/3549, Health Sciences Center at (405) 271-2110 or the OU-Tulsa Title IX Office at (918) 660-3107. Please see www.ou.edu/eoo

The posting of handbills, advertisements, fliers, etc., on the windshields of automobiles parked on campus is expressly prohibited except where permission is granted.