



# CAMPUS PARKING MAP



# PARKING & VEHICLE CONTROL REGULATIONS

## EASTERN ILLINOIS UNIVERSITY POLICE DEPARTMENT PARKING SERVICES DIVISION

EIU.EDU/POLICE | 217-581-5416

### AUTHORITY & PURPOSE

By the authority of chapter 144, section 1007-1009, Illinois Revised Statutes, as amended, the following rules and regulations have been adopted for control of vehicles on the campus of Eastern Illinois University in order to promote the safety and convenience of students, faculty, staff, and visitors and to facilitate the general operation of the University. These regulations are established to insure the maintenance, control, and maximum equitable use of parking facilities and shall apply to all property owned and/or controlled by the University. The University may amend regulations at any time. Advance public notice of changes will be given.

The Board of Trustees delegates to the administration of the University authority to prescribe parking areas on campus, change the designation of parking areas as necessary, appoint members of the Parking Appeals committee (Hearing Board), and to adopt hearing and appeals procedures compatible with the regulations herein stated. Police officers of the University Police Department have the authority and power of peace and order, and the enforcement of regulations controlling vehicles on that property. All fees collected for parking permits and for sanctions shall be devoted to defraying the costs associated with registration and parking activities and costs associated with the establishment and maintenance of parking lots.

### RESPONSIBILITY

- It is the responsibility of each member of the University community to read, understand, and abide by these regulations.
- All faculty, staff, and students who operate or expect to operate a motor vehicle (whether privately owned, leased, or borrowed) on the University campus, either regularly or occasionally, must register with the University Police, Parking Services Division, and secure and display a valid parking permit while the vehicle is on the Eastern Illinois University campus. This registration must occur before a vehicle is parked in any campus parking lot that requires a permit.
- The registered user/owner has sole responsibility for the parking permit and all citations with the following exception: if it is determined by the University Police Department that a person attending a University event receives a parking ticket on a vehicle to which the registered owner is not affiliated with the University, the operator of that vehicle will be responsible for all the tickets issued to that vehicle.
- Seldom is the operator of an unregistered vehicle known. When establishing responsibility for parking violations, the assumption is made that if a student, faculty or staff member reside at the same address, one or more are operators.
- The responsibility of finding a legal parking space rests with the vehicle operators. Lack of parking spaces is not justification for illegal parking.

### DEFINITIONS

- FACULTY** and **STAFF** refers to all academic and non-academic employees, whether full-time, part-time, or temporary.
- STUDENTS** refers to all persons registered for classes at the University whether for credit or non-credit, undergraduate or graduate, full-time or part-time.
- VISITORS** refers to persons other than faculty, staff, or students who park their vehicles on campus.
- MOTOR VEHICLES** include automobiles, trucks, motorcycles, motor scooters, motor bikes, moped-type vehicles.
- PARKING** refers to stopping or waiting, regardless of whether a vehicle is attended or not.
- PERMIT** refers to an authorization to park and/or operate vehicles on Eastern Illinois University property.
- ANNUITANT** refers to persons retired from Eastern Illinois University, and their spouse.

### FRESHMAN-SOPHOMORE REGULATION

No freshman or sophomore (less than 60 semester hours or credits) under the age of 21 shall possess or park a motor vehicle on any University parking lot or property unless specifically designated lots have available parking spaces. If space is available, Freshman/Sophomore permits may be purchased for those designated lots until the University Police has determined the lots are at full capacity.

### PARKING PERMITS & FEES

Permits may be purchased via the University Police Department Parking Services Division. **THE PURCHASE OF A PARKING PERMIT DOES NOT GUARANTEE THE AVAILABILITY OF PARKING SPACE. PAYMENT OF ALL PRIOR FINES MUST BE MADE BEFORE YOU CAN PURCHASE A NEW PERMIT.**

- A valid Eastern Illinois University parking permit must be displayed during hours of 8 a.m.-5 p.m., Monday through Friday, in all lots, except for those that are specifically marked 24-hour lots, metered lots, or otherwise posted.
- Faculty, staff, and students can apply for parking permits online at [eiu.edu/police](http://eiu.edu/police) or in person at the University Police Department. Spouses who live with a faculty, staff, or student resident in University housing are also eligible to apply.
  - Permits are renewable.
  - Absolutely no refunds will be issued.
  - Rates are subject to change.
- All permits will be valid for the time period issued.
- Permit applications are processed and in effect the day before the first official day of classes. Applicants must present a valid driver's license and a validated Eastern Illinois University identification card at the time of application for the permit.
- Student applicants for permits must also present a current class schedule. Sale of student permits will be conducted on the day before the first official day of classes for the Fall and Spring Semesters or as otherwise scheduled. Application by mail available.
- Only one permit will be issued for each eligible person.
- Prior authorization by the University Police Department is required for purchase of permits for other individual's vehicles.
- All hang tag permits must be attached to the rear view mirror with the decal facing the windshield. Vehicles without rear view mirrors must display permit face up on the drivers side of the dash.
- All motorcycle permits must be permanently affixed to the registered vehicle and must be clearly visible from the front of the vehicle.
- Restricted permits or identifiers must be displayed next to the University parking permit.
- Replacement permits can be purchased at the University Police Department Parking Services.
- Temporary Permits and day passes may be issued and purchased on a limited basis at the discretion of the University Police Department with an appropriate charge to be determined by the University Police Department.
- All the permits remain the property of the University and must be surrendered at the request of an officer of the University Police Department. Parking permits shall be canceled under any of the following conditions:
  - Change of student vehicle ownership.
  - Termination of the eligibility of the faculty/staff member or student to whom the permit was issued.
  - Termination of the period for which the permit was issued.
  - Receipt of a new permit superseding a prior permit
  - Cancellation for cause.

### PARKING AREAS

- Parking lots and areas will be designated as follows:
  - Student
  - Visitor
  - Upperclass Student
  - Metered
  - Staff
  - Special Permit
- Student & Staff

(See map on reverse side for further explanation.)

- Designated disabled parking spaces are located in virtually all parking areas on campus.
- Specifically designated spaces in various lots on the campus are available for motorcycle parking. Motorcycles with proper permits must park in these areas.
- Short term metered parking is provided primarily for visitors. The primary location is the MLK Jr. Union. The Visitor's lot is located across from Blair Hall. Spaces are reserved for guests only.
- Large group visitors parking should be arranged through the University Police Department, Parking Services Division.

### PARKING & TRAFFIC REGULATIONS

***Pedestrians have the right of way at all crosswalks.***

Below is a list of violations and fines. The person to whom a parking ticket is issued is responsible for all violations.

- Curbs painted yellow and yellow striped areas indicate "No Parking Zones." Parking in yellow zones or by loading docks or entrances to building and driveways. **Fine: \$40**
- Parking vehicles on pedestrian paths, grassed areas, side walks or safety zones. **Fine: \$40**

- Parking a vehicle in such a location as to obstruct a properly parked vehicle. **Fine: \$40**
- Parking a vehicle on a driveway posted for use by emergency vehicle. **Fine: \$40**
- Parking outside of painted lines on parking spaces. **Fine: \$20**
- Parking motorcycles, motor scooters, motorbikes, or mopeds in bicycle racks. **Fine: \$40**
- Parking 4-wheeled motor vehicles in motorcycle zones. **Fine: \$40**
- Parking in handicapped zones without proper authorization. **Fine: \$250**
- Parking in a lot with a permit designated for another type of lot. **Fine: \$40**
- Driving into or parking a vehicle in any areas on the University campus which has been closed by the use of barricades, chains, or other control devices. **Fine: \$40**
- Driving a motor vehicle (including motor scooters, motorcycles, motor bikes, or mopeds) on pedestrian paths, sidewalks, grassed areas, or safety zones. **Fine: \$40**
- Falsification of vehicle registration. **Fine: \$100.00 + Ban from parking on campus for 16 weeks.**
- All Persons found in possession and/or displaying an altered or reported lost or stolen parking permit/day pass shall be subject to a **criminal charge and/or \$200 campus fine and loss of parking privileges for one year.**
- Any Person loaning their permit to another to use shall be subject to the Parking Department **revoking the permit for 16 weeks with no reimbursement, plus a \$100 fine.**

### IMMOBILIZED VEHICLES

- The immobilizing clamp may be removed by paying a boot ticket of \$40 and payment of all other fines to the University Police Department.
- Persons having 5 or more delinquent parking tickets may have the vehicle immobilized without notice at the operator's or owner's expense.
- Any motor vehicle in any University Designated parking lot that is owned or operated by persons having 5 or more delinquent parking tickets may be immobilized without notice.
- Any motor vehicle parked on campus displaying a stolen, altered, improperly purchased permit, or a permit that is not registered to that vehicle or registered owner of that vehicle, may be immobilized without notice.
- A vehicle that has been immobilized shall be subject to tow without notice at the operator's or owner's expense if the immobilizing charge has not been paid within 24 hours from the time of the original immobilization.

### TOWED VEHICLES

Vehicles which may be towed away without notice at the operator's or owner's expense are:

- Vehicles parked in restricted zones designated as "Tow Away," "No Parking," "Fire Lane," "Disabled," or other areas where parking is prohibited.
- Vehicles abandoned on University property.
- Vehicles whose operators or owners fail to pay the immobilizing service charge for removal of immobilizing clamp within a 24 hour period.
- Vehicles found parked on campus that are owned or operated by persons whose parking privileges have been revoked.
- Vehicles listed on disabled log for more than 24 hours.

### IMPOUNDMENT

The University reserves the right to remove and impound vehicles on campus without a permit; with an unauthorized, altered, or counterfeited permit; without license plates; parked in a barricaded area; parked in such a way as to constitute a serious hazard or impediment to traffic or to the movement and operation of emergency equipment; or which have been abandoned.

Persons who habitually or flagrantly violate these traffic and parking regulations shall have their vehicles subject to impoundment. The University may require owners of such vehicles to satisfy any outstanding penalties prior to release of the impounded vehicle. In addition, students are subject to encumbrance of academic records. Owners will be responsible for costs involved in removing, impounding, and storage of such vehicles.

### APPEALS

A person wishing to appeal a parking violation must file a written form available at the University Police Department, Parking Services Division. An appeal must be made within ten working days of the issuance date of the violation notice. All fines must be paid before an appeal is filed. The Parking Appeals Committee may either confirm, reject, or modify the penalty specified by the notice. The decision of the Parking Appeals committee is final. A person wishing to appeal campus citations for other moving/traffic offenses must do so through the Office of Student Affairs. Handicapped, boot and tow tickets cannot be appealed. Handicapped citations are a violation of state law.

### BICYCLES

By authority of the University's Internal Governing Policies, bicycle regulations are as follows:

- The terms "bicycle" shall include any two-wheeled vehicle which is propelled by human power. It shall not include vehicles propelled by a motor engine of any kind. The term "campus" shall include all property owned or controlled by Eastern Illinois University.
- All University faculty, staff, or students who wish to operate, park, or store a bicycle on campus shall register the bicycle with the University Police Department.
- All bicycles shall be operated reasonably and properly with due regard for safety of the rider, pedestrians, and other vehicular traffic. **Fine: \$5**
- Bicycles shall be parked in racks provided in the areas(s) designated for bicycle parking. **Fine: \$5**
- Bicycles operated at night must have headlights. **Fine: \$5**
- Illegally parked bicycles may be cut free and impounded by the University Police at the owner's expense.
- Bicycles parked at handicap ramps or in such a fashion as to impede normal foot traffic may be immediately removed and impounded by the University Police. **Fine: \$25**

### ACCESSIBLE PARKING

- A valid Disabled Parking placard or license plate must be displayed to utilize accessible parking zones on University property.
- In addition to regular accessible spaces, vehicles displaying a valid handicap permit or license plate will be allowed to park in student, staff, or metered lots. Meters do not require payment by vehicles displaying a valid handicap permit/plate.
- Permanent and temporary disabled parking permits may be applied for via the Illinois Secretary of State.

### MISCELLANEOUS

- When restrictions are placed on any parking areas, the University Police Parking Services Division, will endeavor to notify permit holders through public notice in advance such closures together with information on alternative parking. Temporary removal of signs does not signal removal of restrictions for any given parking areas.
- Should a vehicle break down and it becomes necessary to park in an illegal manner, the driver must notify the University Police Department, Parking Services Division, immediately for authorization and recording in the official disabled vehicle log.
- All accidents involving moving vehicles, which occur on University property, must be reported immediately to the University Police Department, Parking Services Division.

### ANNUITANTS

The University offers a five year renewable permit for retirees. Permits are available at UPD. These permits are non transferable and the use of an annuitant permit by a non annuitant may result in the permit being revoked.

## PROPER PLACEMENT OF PERMIT



**VEHICLE:** Your decal must be permanently affixed on the front windshield, in the lower corner of the passenger's side. Hang tags must be displayed on the rearview mirror.

**MOTORCYCLE, BIKE & SCOOTER:** Your decal should be displayed either on the front fender or under the front headlight where it can be seen HEAD ON.

**ALL HANG TAGS MUST BE DISPLAYED  
WITH THE COLORED SIDE FACING  
THE FRONT OF THE VEHICLE.**