



Table of Contents

ARTICLE 1 - GENERAL POLICY PROVISIONS	2
ARTICLE 2 - DEFINITIONS	2
ARTICLE 3 – PARKING PERMITS	3
ARTICLE 4 – GENERAL TRAFFIC REGULATIONS	4
ARTICLE 5 – GENERAL PARKING REGULATIONS	5
ARTICLE 6 – MISCELLANEOUS REGULATIONS	5
ARTICLE 7 – VIOLATIONS AND PENALTIES	6
ARTICLE 8 – CITATION APPEALS	7
ARTICLE 9 – NON-MOTORIZED VEHICLE POLICY	8

ARTICLE 1 - GENERAL POLICY PROVISIONS

- 1.1. Regis University Parking and Traffic Rules and Regulations are supplemental to all state and city ordinances.
- 1.2. The University has charged the Office of Campus Safety with the responsibility for promoting and regulating the safe conduct of vehicle and pedestrian traffic on the Lowell Campus property. This office is specifically authorized to promulgate parking rules and regulations, charge and collect fines for violations, and otherwise regulate vehicle traffic and parking on campus.
- 1.3. Any person, who owns, operates, and/or parks a motor vehicle or bicycle on University property agrees to conform fully to all rules and regulations outlined in this policy.
- 1.4. Parking and operation of a motor vehicle, motorcycle/scooter or bicycle on University property are privileges granted by the University and are not the inherent right of any faculty/staff member, student, or visitor.
- 1.5. Faculty, staff, and students are responsible for knowing the regulations governing parking and traffic at Regis University. They will be held responsible for any violations thereof involving a vehicle in their possession, control, or operation.
- 1.6. The University has the right to modify and/or alter any item(s) in this policy to address and resolve parking and traffic issues and disputes, as it deems appropriate.
- 1.7. All ticket fines are deposited into the general fund of the University.
- 1.8. Regis University is not responsible for and assumes no liability arising from fire, theft, damage to or loss of vehicle or bicycle, or any article left therein. No bailment is created by granting of any parking or operating privileges regarding vehicles or bicycles on any property owned, leased, or otherwise controlled by Regis University.
- 1.9. All parking and traffic rules and regulations are in effect 24 hours a day, seven days a week, including holidays and periods when school is not in session unless otherwise indicated in this policy or by traffic control devices.
- 1.10. 24 hours - 7 days a week no person shall be permitted to use any University parking facility without first obtaining the necessary parking permit. Exceptions to this rule include designated loading zones (see Article 2), short-term visitors (two hours or less) who must park in a designated "Visitor Parking" location (see Article 6), and special event parking (see Article 6).
- 1.11. The University cooperates fully with property owners and the City and County of Denver in enforcing traffic and parking regulations in the area surrounding the campus. All faculty, staff, students, contractors and visitors should utilize the University parking facilities or alternative transportation (i.e., RTD, carpooling, bicycling or walking) rather than parking in residential areas.

ARTICLE 2 - DEFINITIONS

Words and phrases used in these rules and regulations shall have the meanings set forth in this article except where the context clearly indicates a different meaning.

- 2.1. **Bicycle:** Any device propelled by human power upon which a person can ride (including skateboards). It may have one or more wheels.
- 2.2. **Citation (Notice of Violation):** A document issued by a Campus Safety Officer for a violation of Regis University Parking/Traffic Rules and Regulations. A citation for a moving violation does not need to be issued at the time of the infraction and can be issued at a date subsequent to the time the infraction occurred.
- 2.3. **Contractor:** Anyone conducting business, or under contract with the University and who is not included under the definitions for faculty/staff, student, or visitor.
- 2.4. **Faculty/Staff:** All full-time and part-time regular, temporary, and contract employees (including adjunct and

affiliate faculty).

- 2.5. **Loading Zone:** An area so marked which has been reserved for exclusive use of vehicles that are loading and unloading passengers or goods. There is a 20-minute time limit and vehicle emergency flashers are required to be activated to indicate the process of loading and unloading.
- 2.6. **Motor Vehicle:** All vehicles which are self-propelled by an engine or mechanical device (other than bicycles) that may or may not require a state license, including, but not limited to, automobiles, trucks, motorcycles, and motor scooters.
- 2.7. **Notice of Violation:** (See Citation)
- 2.8. **Park/Parking:** Leaving a motor vehicle or bicycle standing, whether occupied or not, with or without the engine running.
- 2.9. **Student:** All persons enrolled for at least one hour of credit and not classified as faculty/staff as defined in the previous section.
- 2.10. **Traffic Control Devices:** All permanent or temporary signs, signals, markings, cones, bollards, barricade tape, traffic lights and devices installed by the Office of Campus Safety or the University Physical Plant for the purpose of regulating, warning, prohibiting, or guiding pedestrian or motor vehicle traffic.
- 2.11. **Trustee:** A member of one or more of the governing boards of the University or its subsidiaries or a person designated by the President of the University as having an essential role in University governance.
- 2.12. **University:** All property owned, leased, operated, or otherwise controlled by Regis University.
- 2.13. **Visitor:** A visitor is anyone visiting the University who is not included under the definitions for faculty/staff, students, and contractors.

ARTICLE 3 – PARKING PERMITS

- 3.1. All students, faculty, and staff who park a motor vehicle, motorcycle/scooter on University property shall obtain a parking permit from the Office of Campus Safety or room 305 of the Adult Learning Center. Trustees may either obtain a faculty/staff parking permit or park in designated visitor areas. Those faculty, staff, and students who wish to park on University property 24 hours - 7 days a week MUST obtain and properly display a parking permit. Visitor and special permits and restrictions are described in [Article 6](#).
- 3.2. Parking permits are issued to the individual and may be used on more than one vehicle if each respective vehicle is listed on the permit number (e.g., a faculty/staff member driving a spouse's vehicle). A permit is not transferable to other individuals.
- 3.3. Ownership of a University parking permit does not guarantee a parking place on campus. Parking for all permit holders is on a "first come, first served" basis only.
- 3.4. Any person obtaining a permit for a vehicle(s) shall be liable for all violations incurred by such vehicle(s).
- 3.5. Parking permits must be displayed from the rear view mirror facing outward or on the dash of the vehicle. Displaying the permit in any other location is unacceptable and is considered a violation. Parking permits must not be defaced or altered in any way. Permits may be laminated with clear plastic if such lamination does not obstruct, alter, or damage the permit's original appearance.
- 3.6. Permit holders who dispose of one or more vehicles listed on that individual's permit number must notify Campus Safety of the change. Similarly, permit holders must register any newly acquired vehicles with Campus Safety for inclusion on the individual's permit. At the time of separation from employment (resignation, dismissal, retirement, etc.) a faculty/staff member must return the parking permit to the University. All parking permits remain the property of Regis University.
- 3.7. Lost or stolen permits must be reported to the Office of Campus Safety immediately. After a report is

completed, the permit will be replaced. Recovered, lost, or stolen permits should be returned to Campus Safety immediately.

- 3.8. Vehicles found displaying a permit that has been reported as lost or stolen will be issued a citation and possibly towed.
- 3.9. Acceptance and use of a Regis University parking permit constitutes acknowledgment by the permit holder that he/she agrees with and will abide by all provisions contained in this policy.
- 3.10. Counterfeiting, altering, or defacing Regis University parking permits is strictly prohibited. Violators are subject to the assessment of fines, denial, or revocation of parking privileges and University disciplinary action.

ARTICLE 4 – GENERAL TRAFFIC REGULATIONS

- 4.0. All motor vehicles and bicycles on University property shall be operated or parked in conformance with all Parking/Traffic Rules and Regulations of Regis University, the City of Denver and the State of Colorado.
- 4.1. All motor vehicles that are required to be licensed and are parked on University property must display a current valid license plate and be fully registered in the state issuing the license plate.
- 4.2. The speed limit in all campus parking lots and roads is 10 miles per hour.
- 4.3. Pedestrians have the right-of-way at all times and in all places.
- 4.4. Driving or parking motor vehicles or bicycles on sidewalks, lawns, and undesignated parking areas is prohibited.
- 4.5. Vehicle and bicycle operators shall obey the instructions of all applicable traffic control devices.
- 4.6. No person shall interfere with any traffic or parking enforcement operation, the operation of any traffic control device, ignore any officer's signal or instruction, tamper with, destroy, or deface any traffic control device. Violators are subject to the assessment of fines and University disciplinary action.
- 4.7. No motor vehicle or bicycle shall be operated or parked in such a manner as to interfere with University operations or to disturb the peace and quality of life of the University community.
- 4.8. Regis University reserves the right to remove motor vehicles or bicycles from its property, without notice, for reasons including, but not limited to, the following: (a) apparent abandonment; (b) failure to display a valid or current license plate; (c) parking in such a way as to constitute a hazard to vehicular or pedestrian traffic or to the movement and operation of emergency equipment; (d) parking privileges of the owner/operator having been revoked; (e) maintenance repairs to facilities; (f) unpaid violations totaling \$100 or more; (g) parking in a lot or area designated as a tow away zone.
- 4.9. The owner and/or operator will be responsible for all costs involved in the removal of such motor vehicle or bicycle. Regis University will assume no responsibility for damages to any vehicle or bicycle, loss of vehicle or bicycle, or any article left therein of vehicles that were ordered removed from University property.
- 4.10. The driver and/or registered owner of the vehicle are responsible for any and all citations and fines assigned to it.
- 4.11. The driver and/or registered owner of the vehicle are responsible for the actions of the passengers within the vehicle.

ARTICLE 5 – GENERAL PARKING REGULATIONS

- 5.0. Designated parking areas are indicated on University parking maps, which are available in the Office of Campus Safety. Parking areas may be further restricted if so indicated by traffic control devices. Regis University reserves the right to change the configuration or designation of parking resources at any time without prior notice as well as to impose additional limitations on parking areas in emergency situations or on special occasions without notice.
- 5.1. No person shall park any motor vehicle on University property in any location other than an authorized and designated parking area that has been so marked with traffic control devices. Motorcycles may be parked either in standard parking spaces or in specifically designated motorcycle spaces located in some lots. Motor scooters and motorized bicycles may be parked in locations specifically designated by Campus Safety. No motor scooter or motorized bicycles may park at bicycle racks.
- 5.2. Bicycles must be parked at designated bicycle racks. Bicycles, motor scooters, or motorized bicycles may not be chained or tied to light poles, trees, or other University property other than designated bicycle racks.
- 5.3. All motor Vehicles must park within indicated boundaries of a designated stall. This means there must be visually painted lines (of a parking stall) on both sides of the motor vehicle.
- 5.4. All areas not specifically marked for parking are considered "No Parking" areas.
- 5.5. No vehicle may be parked or driven in such a manner that obstructs vehicular or pedestrian traffic.
- 5.6. With the exception of employees and students who reside on campus, no person shall store or park any motor vehicle, motorcycle, motor scooter or motorized bicycles on University parking facilities longer than ten (10) days even with a valid permit. In the event of mechanical failure, the owner or driver will be responsible for its repair to operational status or its removal as soon as available services permit. The vehicle owner must obtain written authorization from the Director of Campus Safety to store or park a vehicle on University property longer than ten days. Motor vehicles, motorcycle, motor scooter or motorized bicycles that have been abandoned will be towed and impounded at the owner's expense. (See sections 4.08 and 4.09 for additional information.)
- 5.7. Between the hours of midnight and 6am, seven days a week, the following lots will be closed to overnight parking; Lot 1 west (east of Loyola), Lot 2, Lot 4 upper and lower, and Lot 6.

ARTICLE 6 – MISCELLANEOUS REGULATIONS

- 6.1. Specific areas are designated throughout the campus for visitor parking needs. These spaces are intended primarily for use by short-term visitors. Short-term visitors (less than two hours) must park in designated visitor spaces. Longer-term visitors (more than two hours) must obtain a visitor permit and may park in any authorized and designated parking areas on campus.
- 6.2. University departments that wish to provide parking for their vendors, visitors, and guests may contact the Campus Safety Office for parking arrangements.
- 6.3. Faculty/staff and students are not allowed to park in visitor-designated areas at any time.
- 6.4. Vendors whose business may require them to be on University property for making deliveries, making repairs, performing work, etc., must utilize designated vendor or visitor parking spaces. If parking time longer than one hour is required, the vendor must obtain a visitor permit from Campus Safety to accommodate their parking needs.
- 6.5. ADA parking spaces reserved for physically disabled and handicapped persons are indicated by posted signs and pavement markings displaying the international symbol of access. Vehicles may park in these spaces only with a valid state-issued handicapped placard or license plate, or a disabled veteran license plate.
- 6.6. Parking stalls have been designated for exclusive use by specific departments to accommodate special business needs (e.g., President's Office, Physical Plant, Athletics, Campus Safety, Information Technology Services, Mail, and Central Receiving.) Vehicles parked in these spaces must be University owned or display a departmental permit. Designation of such departmental spaces is at the discretion of the Department of Campus Safety.

- 6.7. Specific areas of parking lots may be reserved for University-sponsored special events that advance the University's mission or are otherwise essential to University business. Such reservations are at the discretion of the Vice President for University Services and must be arranged a minimum of sixty calendar days in advance of the event. Sponsoring departments may be required to provide support services related to parking reservation.

ARTICLE 7 – VIOLATIONS AND PENALTIES

- 7.1. Penalties: Persons violating any of the parking and traffic rules and regulations contained in this policy are subject to assessment of fines and in some situations, disciplinary action. Fines, which are not paid within (30) calendar days, will double in amount. The University reserves the right to designate additional violations and/fees as deemed necessary. Violators are subject to multiple citations after passing of the allowed time of the infraction. For example, a vehicle parked in violation at a (20) minute loading zone could receive an additional citation at the expiration of each (20) minute time period.
- 7.2. Parking/Traffic Violations and Fines

Speeding	\$25
Failure to yield	\$25
Stop sign violation	\$30
Reckless or careless driving	\$60
Parking outside lines of a stall	\$15
No parking zone	\$25
Loading zone violation	\$20
Parking in undesignated area	\$25
Unauthorized parking in a Visitor parking space	\$35
Handicap violation	\$75
Driving or parking on lawn	\$75
Failure to display permit	\$25
Using another's permit	\$30
Failure to obtain a parking permit	\$50
Displaying of stolen, revoked, or altered permit	\$50
Fire lane violation	\$75
Vehicle on walkway or sidewalk	\$50
Moving/interfering or tampering with a traffic control device	\$30
Vehicle parked in drive or thoroughfare	\$30
Disregarding a traffic control device	\$30
Vehicle blocking trash dumpster	\$25
Failure to yield to pedestrian	\$30
Improper/unsafe operation or parking of a bicycle	\$20
Parked over-night in an undesignated lot	\$25
Unauthorized parking in a motorcycle/scooter space	\$35

- 7.3. Denial or Revocation of Privileges

Lowell Campus parking or vehicle operation privileges may be denied or revoked for the following reasons: (a) nonpayment of five or more outstanding violations; (b) falsification of permit application information; (c) counterfeiting, defacing, or altering any University parking permit; (d) displaying, using, or allowing others to use or display a University parking permit which has been reported lost or stolen; (e) reckless or careless driving.

- 7.4. Collecting Unpaid Citations

Fines may be paid in person at the Campus Safety Office (Student Center 219), at the Cashier's Office (Main Hall 128), or mailed (through Campus Mail or U.S. Mail) using the envelope attached to the citation.

The University may employ legal means to collect outstanding or unpaid citations, including but not limited to, registration, transcript, and diploma holds, employee disciplinary action, and referral to a collection agency.

- 7.5. Enforcement

All parking and traffic rules and regulations are in effect (24) hours a day, seven days a week, including holidays and periods when school is not in session unless otherwise indicated in this policy or by control devices. The enforcement officer will place the citation(s) on the vehicle's windshield under the wiper blade or on the driver's side

door window. This will constitute legal delivery of the citation to the vehicle's operator. Non-receipt of an issued citation does not invalidate the citation.

7.6. Vehicle Towing

Vehicles may be towed for any of the following reasons:

- Non-payment of outstanding parking violations totaling \$100 or more, in accordance with 4.08.
- Displaying a counterfeit, altered, lost, stolen, or revoked University parking permit.
- Parked in a reserved parking space or in a designated disability space without displaying the proper authorization.

The vehicle will be towed and moved to a designated storage facility of the towing company's choice. The vehicle owner or operator will be responsible for all applicable towing charges. Vehicle owners or operators may pay for the applicable fines in the Campus Safety Office located in the Student Center room 219, between 8 AM to 4:30 PM, Monday through Friday.

Wyatt's Towing is the provider for all towing services at the University. Tow and storage charges are at the sole discretion of Wyatt's Towing and must be paid directly to them. Any questions about towed vehicles should be directed to Wyatt's Towing.

ARTICLE 8 – CITATION APPEALS

- 8.1. All appeals will be presented to the Director of Campus Safety or his/her designee.
- 8.2. The Parking Appeals Committee will review the circumstances surrounding the issuance of the citation(s) and provide a decision to the appellant. This decision is considered binding and constitutes the final disposition of the appeal.
- 8.3. Any person receiving a notice of violation/citation for parking or traffic violation on campus has the right to appeal the citation. All appeals must be submitted in writing within (15) calendar days of issuance of the citation. Failure to file an appeal within this time will result in the violator's forfeiture of the privilege of appeal.
- 8.4. The burden of proof in the appeal rests with the appellant. Denial of an appeal makes the designated fine due and payable by the designated date.
- 8.5. The following are not grounds for appeal: (a) lack of available parking, (b) unfamiliarity with University parking rules and regulations; (c) short time in violation area; (d) failure to observe posted signs; (e) class/instruction ran late, (f) faculty/staff other than a Campus Safety Officer directed the vehicle to park in a violation area; (g) non-receipt of the citation.

ARTICLE 9 – NON-MOTORIZED VEHICLE POLICY

- 9.1. Purpose: Regis University permits the use of non-motorized vehicles, including but not limited to skateboards, roller skates, rollerblades, scooters, bicycles, coasters, in-line skates, toy vehicles, as well as skis and snowboards on campus provided that appropriate precautions are taken to protect the safety of other persons and property. This policy is established to address safety concerns posed by the use of non-motorized vehicles and to minimize potential damage to University property from the use of these vehicles. This policy does not apply to the use of wheelchairs on campus.
- 9.2. Applicability: This policy applies to all persons on the campus premises.
- 9.3. Policy: The use of non-motorized vehicles is prohibited in the following locations:
 - 9.3.1 Inside University buildings
 - 9.3.2 On loading docks, stairs, banisters, railings, landings, ramps, walls, sculptures, dedicated plazas and other seating areas.
 - 9.3.3 On athletic or recreational playing venues; and
 - 9.3.4 Anywhere such activities are prohibited by sign.
- 9.4. Enforcement:
 - 9.4.1 Students, faculty, and staff found in violation of this policy will be subject to disciplinary action in accordance with applicable University policies and procedures.
 - 9.4.2 Visitors and other persons present on University premises with or without sponsor shall be subject to arrest and prosecution by the Denver Police Department for offenses of trespass and destruction of property.

Regis University - Lowell Campus
 3333 Regis Boulevard
 Denver, CO 80221

- | | | | |
|-----|---|---|--------------------------------|
| A | Jesuit House | N | Student Center (Bookstore) |
| B | Faber Residence (Private) | D | Carroll Hall |
| C | St. John Francis Regis Chapel | P | DeSmet Hall |
| D | Adult Learning Center | Q | Field House |
| E | Adult Learning Center Annex | R | Ranger Dome |
| E-1 | Conference Center | S | Athletic Field/Dome Restrooms |
| E-2 | Copy and Print Center | T | Pomponio Family Science Center |
| F | Rueckert-Hartman College for Health Professions Offices | U | Coors Life Directions Center |
| G | Main Hall | V | Dayton Memorial Library |
| H | Fine Arts Building | W | Loyola Hall |
| I | Residence Village (Townhouses) | X | Arboretum Kiosk |
| J | Residence Village (Townhouses) | Y | Ignatius Village (Townhouses) |
| K | Residence Village (Townhouses) | | |
| L | West Hall | | |
| M | O'Connell Hall | | |

- Parking
- No Overnight Parking

- | | |
|----|------------------------|
| AA | Boettcher Commons |
| BB | Beach |
| CC | Intramural Field |
| DD | Softball Field |
| EE | Baseball Field |
| FF | Soccer/Lacrosse Fields |
| GG | O'Connell Grotto |
| HH | Hopkins Garden |
| II | Carroll Hall Plaza |

Campus Parking Map

