UTAH STATE UNIVERSITY
PARKING AND TRANSPORTATION DEPARTMENT
INFORMATION AND REGULATIONS
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UTAH STATE UNIVERSITY
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SECTION 1. Introduction

All visitors, faculty/staff and students traveling to Utah State University campus are welcome. Visitors wishing to park on Utah State University campus during the hours of 7:00 a.m. to 5:00 p.m. weekdays are encouraged to park in visitor designated areas which are as followings:

Big Blue Parking Terrace on central campus, located at 850 East 700 North or the Aggie Parking Terrace, with entrance locations at the base of Old Main Hill and the Alumni House, 700 East 600 North.

The parking terraces may be used at the established rate. Visitor passes are also available at the Visitor Information Center or Parking Office for persons who are not staff or registered as a student. These passes are available for a daily or weekly fee. Meters are also available for short-term use where convenient. If a space cannot be found, visitors should be directed to the Visitor Information Center located at 700 East 600 North or at the Parking Office located at 850 East 1250 North for assistance.

The University is endeavoring to meet all traffic and parking concerns. A continuous effort is made to improve campus parking facilities. Suggestions are welcomed and encouraged.

SECTION 2. General Purposes and Authority

The purpose for having USU Parking Information and Regulations is to provide guidelines and acquaint the University community with the nature of the parking system used on campus, these rules regulations and guidelines have been compiled to clearly state the various parking regulations which affect those using the system. Except where otherwise specified in this document, authority has been granted to the governing authority of Utah State University (contained in Utah Code 53B-3-101 through 108) to regulate traffic and parking on the campus. By this authority, parking rules and regulations have been developed and are enforced to provide an orderly and equitable method of parking for those who visit, work or study at Utah State University. Displaying and use of any USU permit implies knowledge and acceptance of the USU Parking Regulations and Guidelines set forth in this document.

SECTION 3. Emissions Inspection Verification for vehicle parking permits on USU Campus Parking Permit Application

Utah State University will comply with Utah Code 41-6a-1642 Emissions Inspection – County Program to improve air quality in Cache County.

Utah Code 41-6a-1642 (5)(a): requires students and employees who park a motor vehicle, not registered in a county subject to an emissions inspection to provide proof of an emissions inspection.

Utah Code 41-6a-1642 (5)(b): Parking structures on a pay by the hour basis, metered parking and dedicated stalls paid for by departments are not subject to the requirements.

Students, Faculty and Staff residing outside of Cache, Davis, Salt Lake, Utah and Weber Counties, California and other non- mandated emissions inspect counties/states must provide proof of an emissions inspection prior to sale of a parking permit.

Vehicles owned by Students, Faculty and Staff requiring an emissions test will be provided by USU Parking and Transportation Service, through Motor Pool for a fee of $20 (Cache County sets maximum pricing for emissions testing.)

SECTION 4. Parking Permit Application

Each motor vehicle parked on University property must have a USU permit or pay a daily usage fee. Possessing a permit for a designated area does not necessarily ensure the availability of a parking space; however, adequate parking is available in overflow lots. The permit extends the right to park in a specified area when space is available until permit and/or time expires, please see Section 16 for restrictions. This permit is the property of USU and is intended for the use of the individual.

The following steps are necessary to complete the permit application:
1. Complete a parking application form either in person or online.
2. All outstanding citations must be cleared.
3. Provide proof of compliance with an emission inspection or the county of the vehicle registered.
4. Present the completed forms and pay the appropriate fee at the Utah State University Parking and Transportation Office, 840 East 1250 North or online at parking.usu.edu.
5. Display the permit on the vehicle, clearly visible, readable, with the numbers facing forward and on the rear view mirror.

SECTION 5. Parking Permits

Commuter Student Parking

Students who wish to park their vehicle on campus have four permit options:
1. Blue Permit - allows student to park in designated Blue areas and any Yellow area.

2. Yellow Permit - allows student to park in designated Yellow areas, which are primarily on the periphery of central campus.
3. Aggie Terrace Permit - allows student to park in the Aggie Terrace, Blue and any Yellow area. (Permits are sold on a first come first serve basis in limited quantities)
4. Big Blue Terrace Permit - allows student to park in the Big Blue Terrace, Blue and any Yellow area. (Permits are sold on a first come first serve basis in limited quantities)

Student Housing

Occupants of campus residence halls are required to purchase a permit to park in the area designated for their respective residences. Resident permits are only valid when the student has a signed contract with Housing Services to live in that particular area. In the event that a student moves out of a resident hall, prior to their contract expiration, his/her resident parking permit must be returned to the parking office immediately and may be exchanged for a non-resident parking permit or a refund.

Faculty/Staff Parking

Any new faculty/staff member who wishes to park their vehicle on campus has the opportunity of purchasing an Aggie Terrace, or Green permit, depending on their employment location. Faculty/staff parking assignments are also made for specific parking areas in closer proximity to their employment location. Faculty/staff members may contact the Parking Office or go online at parking.usu.edu to be placed on a waiting list for these specific areas: Big Blue Terrace, Purple, Red, Brown, Orange, Black or Gold lots.

The following guidelines will be used when making parking assignments as space becomes available:
1. Disabled and medical
2. All other faculty or staff employees are equal on a seniority basis (based on service date).

Several times each academic year, the parking areas available are assessed to determine usage, and subsequent assignments are made accordingly.

People with Disabilities

Utah State University Parking Services offers a temporary, thirty (30) day maximum accessible permit at no charge to students, staff or faculty who obtain a recommendation from their physician. The issuance of a (30) day, no charge accessible permit is limited to one per academic year. Application for a temporary disability placard must be submitted and approved through the Utah Transportation Department, Division of Motor Vehicles. USU Parking Permit must be purchased in order to obtain accessible parking extending beyond (30) days.

All vehicles parked in a Designated Accessible Parking Stall need a valid Utah State University Accessible Parking Permit in addition to their State of Utah Disability placard or pay a daily fee.

Designated Accessible Parking Spalls are available in most lots on campus. Vehicles displaying a valid State of Utah Accessible permit and a Utah State University permit may park in these stalls as well as all other authorized parking stalls on campus with the exception of Designated Reserve Stalls.

Violators will be ticketed and/or impounded at the time of violation. A Utah State University Accessible Permit is for the exclusive use of the Permit Holder who has verified Division of Motor Vehicles and received a Temporary or Permanent Accessible Placard or Plates and is subject to revocation if used in violation of Parking Rules and Regulations.

Individuals with permanent, or long-term temporary disabilities must submit the appropriate documentation to verify an approved application through the State of Utah Transportation Department, Division of Motor Vehicles for temporary or permanent disability placards or plates in order to obtain a Utah State University Accessible permit.

Medical

Anyone with a short-term mobility limitation (i.e. recent surgery, broken leg) may obtain a temporary medical permit by completing the following:

1. Obtain a signed verification from a doctor that indicates the duration that special access is required.
2. Complete the registration process at the Parking Office, which includes purchasing a current USU parking permit in the area they wish to park. A temporary medical permit will be issued which allows access to specific parking areas during class times or work hours.

Motorcycle

All motorcycles parked on campus must display a valid parking permit. To be valid, the permit must be affixed near the rear taillight. Faculty and staff with a motorcycle permit, displaying a hologram, may park their motorcycle in a vehicle stall within their assigned staff area. Students with motorcycle permits may only use automobile spaces at paid meters.

Specialized Permits

Emeriti

Members of the Emeriti Association may receive special parking permits without charge. The parking permit allows access to any non-designated stall in Black, Orange, Green, Blue or Yellow parking areas. For your convenience, The Emeriti Permit also allows parking in a non-designated stall in the Big Blue Terrace for 4 hours per day without payment. This parking privilege is in recognition of the Emeritus status and should not be used by dependents. Emeriti permits are not valid in service areas, meters, restricted areas (Alumni circle, Child Lab, etc.), reserved stalls or resident halls because of the high demand in these areas.

Old Main
Members of the Old Main Society may receive parking permits without charge. The parking permit allows access to any non-designated parking area on campus as well as the Big Blue parking terrace without charge. This parking privilege is in recognition of your personal Old Main status and should not be used by your dependents. Old Main permits are not valid in service areas, meters, restricted areas (Alumni circle, Child Lab, etc.), reserved stalls or resident halls because of the high demand in these areas. They are valid, however, in all open staff and student areas.

Parent
Parents of children who are enrolled at Edith Bowen Elementary School are entitled to purchase a Parent permit. Parents of children attending the Center for Persons with Disabilities are also entitled to purchase a Parent permit.

Summer Citizen
Individuals registered with the summer citizens program are given a campus parking permit upon purchase of a Summer Citizens Activity Card. This permit allows the user to park in designated areas as well as four hours per day in the Parking Terrace.

Private Vehicle
Private Vehicle permits are issued to faculty and staff members who regularly need to access buildings on campus other than the building in which they regularly work. In order for a faculty or staff member to obtain a private vehicle permit, they must purchase an assigned staff permit.

Commercial
Any vendor, organization or business who accesses campus in order to make a profit must purchase a commercial permit. The permit will be valid in areas that the commercial entity needs to access on a regular basis.

Guest
Any vendor, organization or business who accesses campus frequently for non-profit service is encouraged to obtain a guest permit. The permit will be valid in areas that the service entity needs to access on a regular basis.

Contractors
Contractors may park only in areas designated in the contract. Any other parking must be approved by the Parking Office in cooperation with Facilities.

Loading and Unloading
Permits are issued for the purpose of loading and/or unloading. The permit is free if loading/unloading will be less than 30 minutes; $5 if between 30 minutes and two hours is needed. Permits may be obtained at the Parking Office or the Visitor Information Center.

Service
Every state and government vehicle parked in a service area is required to display a service parking permit. The permit will allow parking for two hours maximum and will not allow any overnight parking on campus. Requests for such permits must be in writing to the Parking Office.

All state and government vehicles are restricted from parking in any area except Green or Yellow for more than two hours, unless prior arrangements have been made with the Parking Office.

Sidewalk
Maintenance and other appropriate personnel required to access buildings via a walkway must obtain a permit to drive on a walkway and an additional permit to park on any walkway within the Pedestrian Zone. No vehicle (moving or parked), including bicycles, may impede pedestrian movement or cause unsafe conditions on walkways, stairways or ramps. No vehicle may impede pedestrian access to building entrances or exits.

Permit Restrictions

1. Transfer or assignment: Parking permits are not transferable to other individuals, except in official carpooling that is registered with USU Parking. Individuals may use their parking permits in any vehicle, as long as the registered permit holder is in the vehicle while parking. Any transfer, sale, or assignment to another individual is prohibited and may result in that person forfeiting their privilege of parking on campus.
2. Forging or fictitious permits: Any person who forges permits, dates, validations, or makes false representations concerning vehicle permit information, or permit eligibility shall have his or her campus parking privileges revoked at the discretion of the Parking Office and/or the Parking Committee.
3. Over Night parking restrictions: The term overnight refers to the time of 1:00 a.m. – 6:00 a.m. If faculty/staff or students need to park for more than three consecutive days, with a current permit, they must contact the Parking Office for a lot assignment. Those without a current faculty/staff parking permit or any student permit may purchase a permit at a rate of $5 per 24 hour period, and Parking Services will designated the appropriate lot to use.

4. University Funds will not be accepted as payment for personal parking permits.

Procedure for Replacing Permits

In the event that a permit is lost or stolen, it must be reported immediately to the Parking Office. A replacement permit will be issued upon completion of a Lost/Stolen Permit Report. The first replacement permit is $5; however, subsequent replacement permits are assessed the cost of the original permit.

In the event that a permit which has been reported as lost/stolen is recovered, that permit must be returned to the Parking Office. Use of a lost or stolen permit by anyone, including the person who purchased the permit, will result in a minimum fine of $100 and the vehicle being impounded.

SECTION 6. Carpooling

Carpooling

Utah State University offers reserved parking spaces for Carpools upon request. The purchasing members of the Carpool permit are responsible for all violations and citations. Carpool members may share the cost of a single parking permit.

SECTION 7. Electric Vehicles and Electric Vehicle Charging Stations

Electric Vehicles and Electric Vehicle Charging Stations

Utah State University offers reserved parking spaces for Electric Vehicles as space becomes available and based upon request.

All electric vehicle owners desiring to utilize the charging stations are required to register their vehicle(s) with Parking and Transportation Services as an electric vehicle.

Electric Vehicle permits (EV) will be assigned to the vehicle and made available to owners of electric vehicles desiring to utilize charging stations on a first come first serve basis. EV Permits will be sold through Parking and Transportation Services.

The number of EV permits issued will be based upon the number of charging stations stalls available.

EV stall allocations will be implemented on a waiting list based on University hire date, just like other parking waiting lists.

EV charging stations will be implemented into parking lots based upon utilization of current EV stalls, actual demand for EV stalls brought to Parking and Transportation Service and budgetary constraints.

EV permit pricing will include the expense of the electricity used in aggregate for all charging stations and parking permit fees on an annual basis.

EV permits will be allowed to utilize any charging stations in surface lots on campus. If the charging stations are unavailable, the vehicle may be parked in any open faculty/staff parking lot until the charging station is available. Parking restriction are Service stalls, Reserved or Dedicated stalls and metered stalls.

Owners of electric vehicles, who also have regular vehicles, will be provided a parking permit for the lots in which the owner qualifies, in addition to their electric vehicle permit. By accepting the additional permit, the owner acknowledges and agrees that both vehicles may not be parked on campus at the same time, regardless of who is driving the vehicle.

SECTION 8. Parking Fees and Refunds

For a list of current fees and refunds, please refer to the fee schedule found at http://parking.usu.edu.

SECTION 9. Parking Accountability and Permit Violations

Each person parking a vehicle on the USU campus shall be responsible for all violations of these regulations. This includes involving vehicles owned or operated by him or her, or in his or her custody and operated by anyone having express or implied permission to operate said vehicle. Parking citations on vehicles not registered with the Parking Office will be identified using state DMV files. The registered owner will be determined and all outstanding and future parking citations will be linked to the appropriate student, faculty/staff member or owner.

Campus violations that are unpaid, will subject the violator to permit application restrictions. Failure to settle parking citations may result in the following:

1. Upon receipt of four unpaid citations, the vehicle may be impounded at the owner's/operator's expense, without warning, regardless if the vehicle is legally parked at the time of impoundment or not.
2. Campus parking privileges may be withdrawn or denied.
3. Transcripts and/or graduation diplomas may be withheld.
4. New parking permits, including temporaries, will not be issued unless all previous citations have been settled.

These regulations are in effect (24) hours a day, seven days a week, throughout the entire calendar year unless otherwise designated. (See Appendix B or lot signs). The following violations are designated as campus violations and are processed through administrative procedure.

Parking on Campus Without a Permit:

No vehicle, which includes any motorized vehicle or motorcycle, shall be parked on campus, or any portion thereof, without first having secured a valid parking permit, except for the parking terraces, Blue-Premium parking area, or metered spaces.

Parking in a No-Parking Area:
No vehicle is allowed to park in the following areas: red curbs, roadways, driveways, sidewalks, hashed marked areas, fire lanes, lawns, in front of chained roadways or entrances, or any other area designated by signs or stenciled as "No Parking Zone." Vehicles are required to be parked in designated parking stalls only. Vehicles must be parked between two yellow lines. Any vehicle that is occupying two stalls by any part of the vehicle straddling the yellow line is in violation. Automobiles may not park in motorcycle areas at anytime.

Parking in a Service Area:
Parking any vehicle in a service stall, without a valid permit is prohibited and will be cited.

Parking in a Gate-Controlled Area:
To provide control of certain assigned areas, access to such areas may be regulated by controlled access gates. It shall be a violation of these regulations to park a vehicle not bearing the appropriate valid university parking permit in a controlled access parking area except during the time a permit is not required. (See Appendix C or signs at each entrance.) In the event access controls are not operable, parking must be in accordance with the times and regulations, posted at the entrance for that area. A fee, determined by the University Parking Office, to cover the cost of lost or mutilated gate openers/cards shall be assessed to anyone who has lost or mutilated an opener/card.

Meter Violation:
Parking any vehicle in a metered space, beyond the metered time, is prohibited unless otherwise specified (see Appendix B or meter placard). If a vehicle is parked continuously at an expired meter, subsequent citations may be issued every two hours. Meter malfunctions must be reported to the Parking Office within two hours.

Failure to Obey Attendant:
Failure to follow directions provided by attendants will result in a citation being sent to the perpetrator through the mail.

Falsifying Information:
Placing a previously issued citation on a vehicle or leaving a previously issued citation on your windshield is prohibited and shall be deemed as attempting to falsify information.

Forged Permit:
Altering, changing, or attempting to duplicate any permit is prohibited. The vehicle will be impounded immediately.

Blocking Dumpster:
Parking a vehicle at any time in a manner which blocks access to a trash or recycling receptacle is prohibited.

Disabled Permit Parking Only:
Parking any vehicle in a disabled permit only parking area without properly displaying a valid disabled permit or plates is prohibited. A person in possession of a medical permit cannot park in a disabled permit only space unless specifically stated on the permit. Disabled permit holders may park in any legal space on campus, except for reserved stalls.

Improper Display of Decal or Permit:
All decals or permits must be displayed in the manner as designated by the instructions accompanying the permit at the time of purchase. Any other display is prohibited.

Improper Use of a Service, Private Vehicle, Commercial, Guest, Emeriti or Other Permit:
Parking in violation of the restrictions of a service, personal vehicle, commercial, guest, emeriti or other permit may result in vehicle impoundment and/or revocation of parking privileges. Permit may be required to be forfeited and all outstanding citations cleared upon vehicle impound.

Motorcycle Areas:
Faculty and staff with a motorcycle permit displaying a hologram or a permit holder, suing the attachable case, may park their motorcycle in a vehicle stall within their staff assigned area. Students with motorcycle permits may not use automobile spaces except at paid meters. Automobiles may not park in motorcycle designated areas.

Possession of Lost/Stolen Permit:
Displaying a permit that has been reported as lost or stolen, even if used by the original permit holder, is prima facie evidence that a permit was improperly obtained. The vehicle will be impounded. The permit must be surrendered, the appropriate fee paid and all outstanding citations must be cleared. Reporting a permit as lost or stolen to obtain additional permits for concurrent use, may result in loss of parking privileges and could initiate legal action.

Valid License Plates:
All vehicles parked on USU Campus must display valid license plates. Vehicles parked without plates, or with expired plates, will be reported to the USU Police Department.

Vehicle Impound:
When a vehicle is impounded for any reason, a separate citation is issued for the purpose of the impoundment.

SECTION 10. Penalties

For a list of violations and fees, please refer to the fee schedule found at http://parking.usu.edu.

SECTION 11. Enforcement

Periods of Enforcement:

Unauthorized parking of vehicles in established (24) hour areas, such as residence halls, reserved stalls, or service areas, is prohibited at anytime, day or night. All vehicles are prohibited from parking in such a manner as to block or impede free access to streets, walkways, driveways, fire lanes or fire exits, loading zones, hash marks, or pedestrian lanes, at any time.

Regular Student, Faculty/Staff Permits or decals are required to park on campus Monday-Friday. Athletic or special events may be permitted at any time or day of the week, see Section 14 for Special Events.

Citations are issued year round. Failure of the University to strictly enforce any parking regulation shall not be construed as a waiver for the future enforcement of the regulation. Parking enforcement does not stop because school is out of session, see parking webs site for additional parking information at parking.usu.edu.

Visitors:

Visitors may have one (1) citation waived for violation #1 (parking on campus without a permit) by placing their name, address, and telephone number on the front of the citation and forwarding it to, the Parking Office within fourteen (14) calendar days of the citation issue date. Visitors are subject to all traffic and parking regulations while on campus.

Over Night parking requirements:

The term overnight refers to the time of 1:00 a.m. – 6:00 a.m. If faculty/staff or students need to park for more than three consecutive days, with a current permit, they must contact the Parking Office for a lot assignment. Those without a current faculty/staff parking permit or any student permit may purchase a permit at a rate of $5 per 24 hour period, and Parking Services will designated the appropriate lot to use.

To facilitate snow removal, no vehicle, including government and state, will be allowed to park on campus overnight from November 15 to March 1 each school year without the appropriate permits. This does not include residence hall parking areas. State vehicles may be parked overnight in the designated State Vehicle lot north of Nutrition and Food Sciences. Any vehicles found parked overnight may be cited and towed. Vehicles, including state and government, may be reclaimed with personal checks or cash only. University Funds will not be accepted.

Vehicle Impound

The following parking violations may result in towing or immobilization at the owner's expense without notice:

1. Parking in any area designated as "Tow Away Zone."

2. Parking in such a manner that a hazard is created, such as parking on red curbs, sidewalks, fire lanes, hash marked areas, or in roadways.
3. Excessive unsettled parking citations with the Parking Office (4 citations or more).
4. Displaying a permit or possessing a gate opener that has been reported lost or stolen.
5. Displaying a permit that has been forged.
6. Abandoned vehicles: Any vehicle that is non-operational for a period of seven days shall be deemed abandoned and will be reported to the USU Police and at that time a state impound will be completed. Any vehicle parked on campus must be (1) operational and (2) have current registration. Trailers may not be parked in regular spaces. Residents of campus Housing may contact the Housing or Parking Office for trailer storage information.
7. Parking overnight except in designated areas from November 15 to March 1.
8. Parking displaying a permit in violation of restrictions on that permit.
9. Parking in a resident hall lot without living in that particular resident hall.
10. Parking in a dedicated stall reserved for athletic events.
11. Dedicated/Reserved Stalls

If an operator's vehicle has been impounded, the following steps need to be taken:
1. Pay unsettled parking violations.
2. Pay tow fee assessed by the agency storing the impounded vehicle, if applicable.
3. After all fees have been paid, the vehicle will be released. The operator will be given a release slip at the Parking Office which must be presented to the person in charge of the impound lot.
4. It will be the operator's responsibility to find transportation to the impound area when vehicles are towed to a secure impound area that is off campus.

SECTION 12. Parking Terrace and Student Premium Area
The parking terraces may be used by any individual coming to campus on a pay-by-the-hour basis. Current terrace rates are posted at the entrances.

The Blue Premium area allows two hours of parking with a current student Blue parking permit at no charge. Subsequent time is charged at the advertised rate. Vehicles parked in this area, without a student permit, are subject to the advertised rates. All rules and regulations governing campus parking also apply in these areas.

SECTION 13. Appeals
An individual receiving a citation may appeal the citation in three ways.

Complete a written appeals form at the Parking Office. Then schedule a meeting with the Appeals Officer, if desired, or the Appeals Officer's response may be sent through the mail or via email. No appeals will be discussed or accepted over the telephone.

Complete a written appeals form on the University's web site at parking.usu.edu. The Appeals Officer will reply via email.

Appear before the Appeals Officer and contest the validity of the citation and/or present mitigating circumstances. Dates, times, and places for said hearing may be secured by contacting the Utah State University Parking Office for an appointment.
Request for an appeal must be made within fourteen calendar days after the issuance of the citation. Citation fines do not escalate once an appeal has been submitted.

The Appeals Officer will review the appeal and make one of the following decisions within (14) calendar days: reduce the fine, grant the appeal and waive the fine, or deny the appeal, leaving the fine at the appropriate amount.

If you make an appointment and fail to appear at the appointed time, the appeal will be denied and full fees will be assessed. If circumstances arise prohibiting you from appearing for an appeal, you must contact the Parking Office at least 30 minutes before your appointment to reschedule your appeal.

Any individual may appeal the decision of the Appeals Officer to the Director of Parking and Transportation. Appeals must be made within fourteen days of the Appeals Officer's decision by completing the appropriate form in the Parking Office or online at parking.usu.edu and scheduling a meeting with the Director. (S)He will review the violation, consider the specific situation and make a decision based on the facts presented. The Director may uphold, reduce or dismiss the violation.

In the event that an individual would like to appeal a citation further, an appeal may be submitted to the Appeals Committee, comprised of student and staff representatives. Meetings with the Committee are scheduled on an "as needed" basis. Requests to meet with the Committee must be made in writing to the Chair within fourteen calendar days of the meeting with the Director. The Committee may also uphold, reduce, or dismiss the violation. All decisions of the committee are final.

SECTION 14. Reserved Parking for Conferences, Seminars, Athletic Events and Special Events

Certain events will restrict parking, to exclude all Utah State University permits in some lots. Permit holders may be required to move their vehicles out of lots for time specified events. Notice is given to permit holders that cooperation is required and expected. Other parking options will be given in a timely manner in these circumstances.

Sponsors of University sanctioned activities/events who wish to have parking spaces reserved for visitors or patrons of an event should contact the Parking Office by telephone or email at least

one week prior to the date of the event so that parking arrangements can be made and/or proper permits issued. A parking fee will be assessed to the sponsor of the activity, and the visitors/patron must be advised of the general campus parking regulations by the sponsors of the sanctioned activity as follows:

1. Parking in designated areas only.
2. No parking on red curbs, hash marked areas, fire lanes for exits, roadways, sidewalks, driveways, tow-away zones, lawns, or in front of chained roadways or entrances.
3. Meters are subject to meter regulations, and meter violations are to be cleared by visitors the same as staff and students.
4. Visitors should park in visitor parking at either parking terrace.
5. Visitors are to comply with all parking regulations. A visitor is responsible for the citations received while parking on campus.

SECTION 15. Amendments

Basic amendments to these regulations and rules are subject to the approval of the Board of Trustees, otherwise changes may be recommended by the Utah State University Parking Advisory Committee, subject to the adoption by the University Administration. The Parking Advisory Committee shall give notice of all amendments to these regulations and rules, and provide a reasonable opportunity to all interested individuals to appear and present their viewpoints.

SECTION 16: Appendixes

APPENDIX A
DEFINITIONS

The terms used in these rules and regulations shall have meanings designated as follows:

Appeals Officer: An individual employed by the University to adjudicate alleged violations and, under appropriate circumstances, dismiss or mediate penalties provided for violations of these regulations.

Campus: Any property owned or controlled by lease or other legal arrangement by Utah State University. This includes all roads, streets, parking lots, and other areas within the boundaries established by the governing board.

Carpool: Two or more individuals sharing a single permit may park in designated carpool stalls in the lot designated by the permit purchased.

Controlled Area: A parking area that has controlled access by an attendant or gate device.

Disabled vehicles: The owner of a disabled/inoperable vehicle must contact the Parking Office immediately at 797-3414 or the University Police at 797-1939. An officer will be dispatched to place a disabled vehicle tag on the windshield. The owner must remove the vehicle as soon as reasonable possible or have the vehicle towed off campus.

Faculty: For purposes of parking assignment, "faculty" is defined as any person whose primary function on the campus is academic instruction. Researchers are included in this definition.

Hash marks: painted stripes on a boxed in diagonal designating a “no parking” area.

Motor Vehicle: Any self-propelled conveyance used for transporting persons or property.

Motor Vehicle Maintenance: Routine maintenance on motor vehicles, such as oil changes, transmission flushes or anything similar shall not be competed in any parking lot.

Motorcycle, Scooter or Moped: Motorized 2-wheeled vehicles.

Operator: A person who operates a vehicle or the like although ownership may be vested in a parent or other person(s).

Parking and Transportation Advisory Committee: A committee appointed by the Administration to formulate recommendations regarding policies and procedures as they relate to parking. The Parking and Transportation Advisory Committee membership represents faculty, staff, and students.

Parking Permit Application: The submission of the required application, with supporting documents if required.

Pedestrian Zone: An area officially designated by the University as a Pedestrian Zone.

Permit: A decal or tag issued by the Parking Office which must hang from its own hook or be affixed by its own adhesive at the proper place on the vehicle. The permit authorizes parking in a particular area on campus for a specified period of time. Permits may be valid for one school year or may be valid for shorter or longer periods of time as indicated on the permit. The permit remains the property of Utah State University.

Possession: To physically control a vehicle or parking permit even though ownership may be vested in a parent or other person(s).

Service Area and Loading Zones: A parking area that requires a special plate or permit and the primary function of the area is for maintenance vehicle for loading/unloading.

Staff: All benefited employees of the University with contracts. Graduate students and those working over 30 hours per week are considered staff. Payroll deductions may not be available to all staff, based on contract.

Students: Persons who are currently registered and attending University held classes on either a part-time or full-time basis. Employee with a contract are not considered students although they may be registered for classes.

Travel Trailer and Motor Homes: Parking lots shall not be used for storage of personal property, other than motor vehicles.

Temporary Permit: A permit for parking privileges on a temporary basis, generally does not exceed one semester or as indicated thereon.

Vehicles under repair: No vehicle will be physically repaired or maintained in any parking lot USU campus, with the exception of changing a tire. Oil changes, transmission or engine repairs, coolant repairs all must be taken off campus.

Visitors: Those persons not officially employed, directly or indirectly, by USU or registered for classes, including seminars and conferences, at the University on either a part-time or full-time basis. Students, spouses of students or employees that have attended/been employed by Utah State University in the past are not considered visitors.

Walkway: Any horizontal concrete ground or paved surface other than designated roads, service docks, or parking lots.

APPENDIX B
Student and Staff Permit Designated Overflow Parking Areas

STUDENT

PERMIT	LOCATION	OVERFLOW
Blue	Any Blue Parking Area	Yellow areas
ATR/ATC	Aggie Terrace	Yellow areas
Gray 1	Valley View Towers	Gray 2 or Yellow areas
Gray 2	Bullen, Richards, Mtn View	Yellow areas
Gray 3	Merrill, Moen, Greaves and Reeder	Yellow areas
Gray 4	Merrill, Moen, Greaves and Reeder	Yellow areas
Gray 5	Student Living Center	Yellow areas
Gray 6	Aggie Village	
Gray 7	Town House west	Aggie Village
Gray 8	Town House center	Aggie Village
Gray 9	Town House east	Aggie Village
Gray 10	West Stadium Villa	Yellow areas
Gray 11	Darwin Ave	
Gray 12	Blue Square	
OFF Resident	Designated areas only	
MC	Any motorcycle stall on campus	Motorcycles areas only

STAFF

PERMIT	LOCATION	OVERFLOW
Orange	Central Staff area	Green or Yellow areas
Brown	South of Business Building (Hwy 89)	Orange, Green or Yellow areas
Gold	South of the Library	Brown
Red	West of Library	Orange, Green or Yellow areas
AT	Aggie Terrace	Green or Yellow areas
BBT	Big Blue Terrace	Green or Yellow areas
Orange	South of Public Radio	Yellow areas
Purple	South of Old Main	Green or Yellow areas
Black	North of Education	Green or Yellow areas
JU	Junction	Green or Yellow areas
Q	Family Life Center	Green or Yellow areas

APPENDIX C
Times Areas are Enforced

LOT	LOCATION	TIME PERMIT REQUIRED
Blue	Premium Blue Lot	7:30 a.m. - 10:00 p.m.
Blue	East Highway	7:30 a.m. - 5:00 p.m.
Blue	Nutrition and Food Sciences	7:30 a.m. - 5:00 p.m.
Blue	ECOB West	7:30 a.m. - 5:00 p.m.
Blue	North of Public Radio	7:30 a.m. - 5:00 p.m.
Brown	South of Merrill Library (Hwy 89)	7:30 a.m. - 5:00 p.m.
Orange	Engineering/Industrial Science	7:30 a.m. - 5:00 p.m.
Orange	Natural Resources	7:30 a.m. - 5:00 p.m.
Orange	Vet Science	7:30 a.m. - 5:00 p.m.
Orange	Communicative Disorders	7:30 a.m. - 5:00 p.m.
Orange	South of Radio/TV	7:30 a.m. - 5:00 p.m.
Green	Estes Athletic Center	7:30 a.m. - 5:00 p.m.
Green	East of Housing	7:30 a.m. - 5:00 p.m.
Purple	West of Ray B. West	7:30 a.m. - 5:00 p.m.
Black	East of Legacy Field	7:30 a.m. - 5:00 p.m.
Black	Center for Persons with Disabilities	7:30 a.m. - 5:00 p.m.
Red	West of Library	7:30 a.m. - 5:00 p.m.
Gold	South of the Library	24 hours/7 days a week
Gray 1	Valley View Towers	24 hours/7 days a week
Gray 2	Bullen and Richards Hall	24 hours/7 days a week
	Mountain View Towers	
Gray 3/Gray 4	Merrill, Moen, Greaves and Reeder	24 hours/7 days a week
Gray 5	Student Living Center	24 hours/7 days a week
Gray 6	Aggie Village	24 hours/7 days a week
Gray 7	West Town houses	24 hours/7 days a week
Gray 8	Center Town houses	24 hours/7 days a week
Gray 9	East Town houses	24 hours/7 days a week
Gray 10	West Stadium Villa	24 hours/7 days a week
Gray 11	Darwin Ave Apts	24 hours/7 days a week
Gray 12	Blue Square	24 hours/7 days a week
JU	Junction	24 hours/7 days a week
Blue/Green	Spectrum	7:30 a.m. - 5:00 p.m.
SV	North of Nutrition Food Sciences	24 hours/7 days a week
Yellow Areas	Stadium	7:30 a.m. - 5:00 p.m.
	Terraced Areas (By Bull Sculpture)	7:30 a.m. - 5:00 p.m.
	400 North 700 East	7:30 a.m. - 5:00 p.m.
	700 East	7:30 a.m. - 5:00 p.m.
Service Areas	Various locations on campus	24 hours daily/7 days a week
Metered Areas	Various locations on campus	Varies depending on location. See meters for specific times.

Appendix E

Energy Conservation and Emissions Reduction Policy

POLICY MANUAL

OPERATING POLICIES AND PROCEDURES

Number 525
Subject: Energy Conservation and Emissions Reduction Policy
Effective Date: July 1, 2012
Revision Date: July 1, 2011

525.1 INTRODUCTION

In January 2007 President Albrecht signed the American College and University President's Climate Commitment. As a result, a Sustainability Council and Climate Action Plan were put in place for the purpose of transitioning USU to carbon neutrality by 2050. At the center of this effort is the need to reduce energy use, especially that which originates from burning fossil fuels.
There is potential for considerable energy conservation measures from behavioral change by employees, students, and campus visitors in conjunction with installing energy efficient technologies. Energy costs are a major component of the University's operating budget; thus, energy conservation and efficiency measures can become major components of fiscal responsibility.

525.4 IDLE-FREE CAMPUS

In order to reduce USU's emissions of CO, CO_2, NO_x, and other exhaust components and to improve air quality on campus and in the local community, USU adopts the following at the Logan, Tooele, Vernal, Roosevelt, Brigham City, Price, and Blanding campuses:
(1) Idling of gasoline and diesel powered vehicles shall be prohibited on campus, however,

(2) Nothing in this policy shall be implemented in a punitive manner, through the issuing of citations, tickets, or fines, rather,

(3) The idle-free initiative shall be implemented as an educational process.

(4) Police and emergency vehicles shall be exempt from this policy.

(5) Other vehicles that must use their engines to perform useful work while stationary (for example, concrete mixers that must keep their drums rotating to prevent concrete from solidifying and garbage trucks that must keep their engines running to compact trash) also are exempt from this policy while their engines are performing such tasks.

525.5 EXCEPTIONS

Exceptions to requirements of Policy 525 require the approval of the appropriate Dean or Vice President.

APPENDIX F
LETTER FROM ADMINISTRATION

Utah State
UNIVERSITY

OFFICE OF THE VICE PRESIDENT
FOR ADMINISTRATIVE AFFAIRS
Logan, UT 84322-1445
Telephone: (801) 797-1146
FAX: (801) 797-0710

MEMO

To: Terry K. Moore
From: Fred R. Hunsaker
Lynn J. Poulsen
Subject: Personal Parking Permits
Date: September 10, 1996

Fair and equitable application of employee benefits has always been a Utah State University policy and practice. The use of university funds to purchase employee's personal parking permits is an inappropriate use of university funds and contrary to university policy of equal and fair treatment of all university faculty and staff. Buying personal parking permits with university funds also raises questions of the proper reporting of compensation to the Internal Revenue Service.

Immediately with the 1996-97 parking permits, Parking and Transportation Services will require a memorandum statement from the university unit paying for parking permits. The statement will declare the use of the permit to be for official university business only and permits purchased with university funds will not be used for personal parking privileges.

lmb