

PARKING MANUAL

The cooperation of all persons who use the University of Michigan-Dearborn parking lots and roads is needed to maintain adequate control and supervision of these areas. The rules and regulations set forth in the Parking Manual have evolved in an effort to provide the maximum benefit for all concerned. Everyone driving on campus is expected to comply with the spirit as well as the letter of these regulations. Registration of vehicles helps to keep unauthorized vehicles off campus and out of the parking areas. It also makes it possible for University departments to get in touch with individuals promptly about matters concerning their vehicles.

FOR FURTHER INFORMATION:

**Parking Office
Campus Support Services Bldg.
Dearborn, MI 48128-1491
Telephone: 313-593-5480**

REGISTRATION OF VEHICLES

- A. Vehicles are required to be parked in designated spaces and display a valid decal. Students may obtain parking decals when they register or by stopping in the Parking Office located in the Campus Support Services Building. All faculty and staff members must register their vehicles with the Parking Office. Parking in the parking structure does not exempt you from registering your vehicle.
- B. The decal must be permanently affixed to the lower left-hand corner of the vehicle's rear window. If you obtain a different vehicle, you may transfer the decal to the new vehicle. Faculty and staff must, however, notify the Parking Office of the make, color and license plate of the new vehicle. Replacement decals may be obtained at the Parking Office by presenting the old decal.
- C. All vehicles parked on campus must display a valid parking decal or temporary permit, or be subject to ticketing.
- D. Handicapped students must apply for a University of Michigan–Dearborn handicap permit by contacting Dennis Underwood or in Counseling and Support Services which is located at 2157 UC (593-5430). They must bring their State of Michigan hang tag or a current doctor's statement regarding their disability and the length of time for which the permit should be issued.
- E. Off-campus visitors should park in the parking structure. Should special consideration be necessary, departments should notify the Parking office in advance.
- F. Student and Faculty/Staff decals are issued by the Parking Office. Faculty and staff must pay for their decals at the Parking Office or sign up for monthly payroll deductions. Students may obtain a decal by showing their Photo ID or class schedule.
- G. Second car permits may be purchased for \$5.00. Faculty and staff purchasing a second permit must present a vehicle registration for the second vehicle. A second car decal eliminates the need to call the Parking Office when an unregistered vehicle is parked on campus. Vehicles not displaying a valid parking decal will be ticketed.
- H. "UM-D Vehicles Only" spaces are restricted for use by University, governmental, vendor or handicap permit vehicles. All vendors must get special permits from the Parking Office. Departments are responsible for notifying their vendors of the requirement. Vehicles without decals or temporary permits will be ticketed.
- I. Temporary employees are required to register their cars and purchase monthly parking permits.

REGULATIONS FOR THE OPERATION AND PARKING OF MOTOR VEHICLES

- A. All persons are subject to the regulations as indicated on the campus parking map and area street signs.
- B. When driving on campus, vehicle operators must observe the basic rules of safe driving which are common to all state motor vehicle codes, i.e., driving only on the right side of the roadway, yielding to pedestrians, obeying posted signs, etc.
- C. Parking in a manner or place which poses a direct threat to safety is forbidden at all times. The following are expressly forbidden:
 - 1. Operating a motor vehicle in excess of 15 mph.
 - 2. Blocking a fire hydrant or fire lane.
 - 3. Blocking a crosswalk or building exit.
 - 4. Blocking a driveway.
 - 5. Parking in a posted "No Parking/Tow Away" area.
 - 6. Parking on a sidewalk or unpaved area.
 - 7. Parking in roadways.
- D. If you are involved in a motor vehicle accident on campus, you should notify Campus Safety (593-5333) to file a report as soon as possible. Failure to notify Campus Safety may jeopardize your insurance coverage.
- E. Students are issued general permits which allow parking in:
 - 1. Lots C, F, I and E-1 through E-4, a portion of E-3, E-5, E-6 and E-7 and all of E-8.
 - 2. Parking structure.
- F. Faculty and Staff permits allow parking in:
 - 1. All general permit areas.
 - 2. Lots A, a portion of E-3, E-5, E-6 and E-7, G and H.
 - 3. Parking structure
 - 4. Ann Arbor permit lots (only when on UM-D business). UM-D permits do not allow parking in special restricted areas.
 - 5. Ann Arbor parking structures. These lots require faculty and staff to swipe their UMID card for entry. Call the Parking Office if you need your card activated.
- G. Unless you have a special permit, you cannot park in the following areas:
 - 1. UM-D Vehicle Only spaces.
 - 2. Handicap spaces.
 - 3. Loading Zones.
- H. Students, faculty and staff may park in the PEC lot at any time.
- I. The University cannot be held responsible for theft, vandalism or damage committed to vehicles parked or while driving on University grounds. Please keep your vehicle locked and keep valuable articles out of sight.
- J. Certain areas are designated and posted for use as loading zones. If you must load or unload equipment on campus and need to park briefly in a driveway or non-parking area of a lot, you must notify the Parking Office ahead of time to avoid a ticket.

REFUND AND REPLACEMENT OF DECALS

Questions regarding parking decal refunds and replacements should be referred directly to the Parking Office in the Campus Support Services Building. Decals are replaced free upon presentation of the old decal.

CAUTIONS AND APPEALS

- A. Fraudulent registration or abuse of regulations regarding vehicles on campus may result in revocation of parking privileges.
- B. Unregistered motor vehicles will be ticketed. A \$70.00 City of Dearborn parking ticket will be issued for each violation. (To prevent ticketing of an unregistered second vehicle see Registration of Vehicles.)
- C. The University may ticket and/or tow, at the owner's expense, any vehicle which creates a hazard to campus safety, e.g. parking in fire lanes, blocking other cars, etc.
- D. Illegal use or abuse of handicap parking will result in a \$100.00 City of Dearborn ticket.
- E. Vehicles parking contrary to pavement markings will be ticketed.
- F. If you feel that a ticket you received was not justified, you may elect to contact the 19th District Court of Dearborn for clarification.

MOTORCYCLE PARKING

Motorcycle parking is allowed in specially designated areas only.

PARKING OFFICE HOURS

Vehicles should be registered during formal term registration or any time between 8:00 a.m. and 5:00 p.m. on weekdays at the Parking Office in the Campus Support Services Building. The office will be open from 8:00 a.m. until 7:00 p.m. during the first week of each new term.

PARKING ENFORCEMENT HOURS

Parking enforcement is in effect at all times.