



## Parking Policies, Traffic Regulations For Students, Faculty/Staff and Visitors Effective May 2019

### TITAN INFORMATION CENTER HOURS:

McNichols Campus, Student Center first floor, Parking & ID

1. 10:00 am – 5:00 pm, Fall & Winter, Monday-Friday.
2. 10:00 am - 4:30 pm, Summer, Monday-Friday  
For extended hours and special needs, call (313) 993-1100.

[www.udmercy.edu/slo](http://www.udmercy.edu/slo)

### REGISTRATION

- A. The University is not responsible for any theft or damage while your vehicle is on the University premises. The University does not assume custody or control of any motor vehicle.
- B. The University requires the registration of any vehicle owned or operated by a student, faculty, staff member or visitor when such a vehicle is parked on any property owned by the University of Detroit Mercy.



- C. Motor vehicles parked on University owned or leased property must be registered with the appropriate state or government agency and display that current license plate. If this is missing the vehicle will be listed as abandoned and may be towed within 48 hours at the owner's expense.

D. Registration of a vehicle is complete only after the UDM parking permit is properly obtained and displayed.

E. Replacement - All replacement permits will be \$25.00.

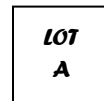


### STUDENTS

1. A complete registration form is required when registering. The following information must be supplied:
  - a. State Vehicle Registration
  - b. Driver's License
  - c. Printout of your class schedule or view electronic schedule
2. New students shall register their vehicle within the first ten business days of the semester (grace period).
3. The hanging parking permit is transferable to all vehicles driven by the student. This permit will be validated on a yearly basis; you must be a current registered student.

### FACULTY/STAFF

1. Parking permit is valid from August 1 until July 31 it must be validated yearly. Contract workers may purchase a yearly permit; this permit is valid September 1 to August 31.
2. A completed registration form is required when registering. The following information must be supplied:
  - A. State Vehicle Registration
  - B. Driver's License
  - C. Employee ID or Letter (Department)



If you receive a Lot A sticker it allows you to park in that lot but does not guarantee that space will be available. If no appropriately marked spaces are available, you must go to another parking lot. Do not park outside marked parking spaces. Do not park in the fire lanes or in spaces marked for University vehicles. If you violate these regulations, you will be ticketed. If you continue to receive tickets for violating the Lot A regulations, you will lose the privilege of parking in this area.

The hanging parking permit is transferable to all vehicles driven by you faculty/Staff member.

### PERMIT LOCATION

- A. Hanging permits shall be hung from the rearview mirror at all times when your car is parked on campus. When vehicle is in motion the permit should be removed.
- B. Daily Permits and Visitor permits shall be placed inside on the driver's side of the windshield.

### PARKING

- A. All motor vehicles must be operated and equipped in accordance with the provision of the traffic laws as written in the Michigan Penal Code and Ordinance of the City of Detroit.
- B. Vehicles shall be permitted to park in designated parking areas only.
- C. All vehicles will observe the posted speed limits and will come to a full stop at all stop signs and crosswalks. In the absence of posted speed limit, the speed shall not exceed fifteen miles per hour.



- D. All motor vehicle accidents on campus should be reported immediately to the Public Safety Department for investigation.
- E. Owners of motor vehicles are requested to remove vehicles from campus during vacation periods unless their vehicle is properly registered, and displaying a current permit. Otherwise the vehicle may be towed at the owner's expense.



- F. Loading and unloading zones and driveways are restricted to vehicles that have loading and unloading permits, maintenance vehicles and emergency vehicles.

### PARKING LOT LOCATIONS AND RESTRICTIONS

(Refer to the map for lot locations)

#### A. Law Campus

1. Lot H - Student Parking: Located across from the Law School.

Hours are:

Monday - Thursday 7:00 am - 11:00 pm  
Friday 7:00 am - 6:00 pm  
Saturday 10:00 am - 6:00 pm  
Sunday 10:00 am - 6:00 pm

## B. McNichols Campus

1. Lot A - Faculty/Staff Parking Only: from 7:00 am to 5:00 pm, Monday through Friday. Parking is allowed for students and visitors during non-business hours only. Located on the north side of the Fisher Building.
2. Lot B - Visitor first two rows, Faculty/Staff North Section and Student Parking is the South section, located west of Reno Hall.
3. Lot C - Faculty/Staff parking, loading and unloading area.
4. Lot D - Student Parking: Located East of the Quads and South of Shiple Residence Hall
5. Lot E - faculty/Staff Parking only: from 7:00 am to 9:00 pm, Monday - Friday.
6. Lot F - Southwest portion, first five rows, Faculty/Staff only: from 7:00 am to 9:00 pm, Monday - Friday. All other areas of the lot are student parking, Monday - Friday.
7. Lot G - Faculty/Staff Parking only: from 7:00 am to 9:00 pm, Monday - Friday.
8. Lot H - Student Parking: Located West of Calihan Hall.
9. Lot I - Student Parking: Located North of the Student Fitness Center.



## VISITOR PARKING

- A. A visitor is considered a person who is not a registered student or faculty/staff member and is subject to all regulations.
- B. For information concerning Visitor Parking, contact the Department of Public Safety at (313) 993-1252.

## OVERNIGHT PARKING FOR NON-RESIDENTS

- A. Non-resident students who plan to leave their car on campus overnight must notify the Department of Public Safety at (313) 993-1234.

## SPECIAL PROBLEMS



- A. All vehicles parked in designated handicap spaces must have a visible handicap permit or license plate issued by the State.
- B. If a temporary handicap permit is needed, contact the Department of Public Safety at (313) 993-1234 or visit their office at the east end of the Student Center.
- C. If a vehicle becomes disabled at any time, the driver should contact the Department of Public Safety. Failure to contact and make arrangements with Public Safety will result in ticketing and/or towing the vehicle at the owner's expense.

## EMERGENCIES/SPECIAL EVENTS

- A. Should special circumstances warrant, the President of the University may adopt additional regulations.
- B. Loading and unloading permits are issued to maintenance vehicles and emergency service vehicles.

## ENFORCEMENT - DEPARTMENT OF PUBLIC SAFETY



- A. Violations of any University of Detroit Mercy or City of Detroit parking or traffic regulations will result in issuance of a University of Detroit Mercy or City of Detroit Citation.
- B. University of Detroit Mercy Citations may be settled in person or by mail. Payment should be made at Student Accounting Office. If payment is made in person within 24 hours, the ticket is 50% of total cost. City of Detroit Citations must be settled through the City of Detroit (instructions are on the back of ticket).



- C. When a University of Detroit Mercy Citation is issued, the recipient has 24-hours to pay and reduce the fine by 50% or ten business days to appeal the citation. Appeal forms are ONLY available at the Department of Public Safety. Failure to pay or appeal within ten business days will result in a registration hold being placed on the student's account. If payment is 30 days overdue the account is assessed additional fines and sent to the Student Accounting Office for payment. Students may check on their fine status by visiting the Department of Public Safety Monday-Friday, 9:00 a.m. - 4:30 p.m. or calling (313) 993-1235.

D. The Appeals Board holds four appeals hearings each year. Members of the Appeals Board consist of the Director of Public Safety and other members from the University Community.

E. Altering and duplicating a permit may result in suspending or taking away a permit and its privileges.

F. A person who parks in violation of any law, ordinance or regulation and does not receive a violation notice does not mean that the law, ordinance or regulation is no longer in effect.

G. The amount of time a vehicle is parked in violation (example -- five minutes) does not warrant the vehicle not being cited.

H. The operation of a motor vehicle on University of Detroit Mercy property is a privilege and not a right. Repeated or serious violations of safety or parking regulation may result in revocation of the privilege.

I. All vehicles must be operated in a safe manner at all times. Pedestrians have the right of way over vehicles in all circumstances.

## The University reserves the right to remove the following from campus:

1. Any vehicle that is parked in such a manner as to constitute a hazard or that impedes vehicular or emergency equipment, or the making of essential repairs and/or deliveries.
2. Any vehicle with an unauthorized or altered parking permit or decal.
3. Vehicles repeatedly found on campus without a valid University parking permit. In these instances, removal shall be made regardless of the knowledge that said vehicle belongs to or is operated by a person eligible for University parking permit privileges.
4. Any vehicle, registered or unregistered, which because of its physical condition is deemed a safety hazard to other vehicles and/or pedestrians.
5. All abandoned vehicles.