VEHICLE REGULATIONS

POLICY STATEMENT

1. The University has enacted the following traffic rules and regulations for the safety and security of the SMU community. They apply to all students, faculty, staff, and visitors. The parking rules, approved by the Vice President of Business and Finance, will be on file in the offices of Parking and ID Card Services Office and the Police Department. The complete text of the regulations is also available on the SMU web site at http://www.smu.edu/parkingid.

2. The objective is to obtain voluntary compliance with the regulations rather than to assess fines. Fines have been enacted to deter violations.

3. The plan provides parking spaces as conveniently as possible within the available limits. **No one is guaranteed a parking space on campus.**

4. Students, faculty and staff are expected to be familiar with and to abide by these regulations at all times and to advise visitors of them. The fact that a violation notice is not issued when a vehicle is illegally parked does not mean nor imply that the regulation or law is no longer in effect. The motor vehicle operator is responsible for being informed about the laws and regulations in force.

5. Persons with registered vehicles are responsible for any citations issued to their vehicles. **Lack of convenient parking space is not justification for violation of parking rules.** Any unregistered vehicles parked on campus by faculty, staff or students will be cited. Repeated violations (two or more) by unregistered vehicles can result in the vehicle being towed or mechanically immobilized (booted). Citations are not voided from an individual’s parking record once paid. They accumulate during the academic year even after being resolved by payment. The moment the sixth citation is issued during the academic year, an individual will be designated a “Habitual Violator” for the remainder of the academic year. Habitual violators who illegally park on the campus will be subject to immobilization and tow. Individuals who receive ten (10) or more citations will be towed at the owner’s expense.

6. All appropriate Texas criminal laws and motor vehicle laws, in addition to University regulations, are in effect on SMU property. University police officers and parking enforcement officers have jurisdiction to enforce regulations and the authority to remove or impound any vehicle operated or parked in violation of the regulations.

7. Throughout the year the campus hosts several major events that require reserved parking for the patrons. To facilitate reserved parking demands for event patrons, parking lots normally designated for student, staff, and faculty use may be closed. This will result in some inconvenience to the campus community but does not authorize drivers to park in violation of campus, state, or city ordinances. Vehicles remaining in affected areas may be towed at owner’s expense.

8. Questions regarding interpretation or classification of these regulations should be directed to the Parking and ID Card Services Office during normal business hours at 214-768-7275 or via email at parking@smu.edu. (PLEASE DO NOT CALL THE POLICE DISPATCHER)

VEHICLES ON CAMPUS

Motor vehicles parked at any time on University property or streets by students, faculty, or staff must display a current permit, which is obtained from the Parking and ID Card Services Office. Permits must not be falsified, transferred to another person, forged, or altered.

STUDENT VEHICLES

When a vehicle is parked on the campus, the parking permit will be displayed inside the front windshield, on the lower RIGHT hand side adhered to the glass. Decals for motorcycles will be displayed on any conspicuous place.
FACULTY AND STAFF VEHICLES Motor vehicles parked on University property or streets by faculty or staff members must display a permit, which is obtained from the Parking and ID Card Services Office in suite 101 of the Expressway Towers Building on the corner of North Central Expressway and SMU Boulevard. The permit will be displayed on the inside of the front windshield, on the lower RIGHT hand side adhered to the glass. On motorcycles, the permit should be displayed in any conspicuous place.

VISITORS PARKING (Faculty, Staff & Students are NOT visitors) Visitors to SMU should be given parking guidance by person or organization inviting them to campus.

1. Visitors and guests of the University may park in metered spaces on campus. The Binkley and Moody Parking Centers also offer self-pay and park options.

2. Visitors parking in the Moody Parking Center will be required to pay a flat-rate fee of $5.00. The one-time $5.00 fee is good for the entire day. The pay station is located at the SMU Blvd Entrance and will accept major credit cards only. Moody Parking Center validators may also be used at the Moody Parking Center station only. These validators may be purchased from the Parking and ID Card Services Office. Visitors must display the receipt of payment on the dashboard to avoid citation.

3. Visitors parking in the Binkley Parking Center take a ticket at entrance and place on dashboard. Payment is made upon exit at $1.00 for every hour the vehicle is parked, not to exceed $12.00 for the day. There is no overnight parking for visitors in the Binkley Parking Center without prior arrangements with the Parking and ID Card Services Office (a permit will be issued instead of the daily rate coupon). Parking and ID Card Services accepts cash or check only for non-SMU affiliates. The pay station located at the Binkley exit accepts credit cards. Binkley Parking Center validators can be used at this pay station. Faculty, staff, or students are NOT considered visitors and may not park in visitor’s parking spaces on Level 2 of the Binkley garage at any time.

4. Visitors can only park on campus during normal hours of operation (7 am - 12 midnight). If a vehicle needs to be left overnight or frequent visits are made to campus, call the Parking and ID Card Services Office at 214-768-7275 for instructions.

5. While faculty, staff, and students are not considered visitors, they may park in any metered parking space anywhere on campus, provided they have paid the associated fee. However, faculty, staff, or students may not park in visitor’s parking spaces on Level 2 of the Binkley Parking Center at any time.

6. Students are responsible for the actions of their guests on campus and should advise them as to the areas in which they are allowed to park. Guests should be directed to Parking and ID Card Services.

7. SMU is not responsible for any damage that may occur to vehicles parked on campus. Students are not allowed to use visitor parking on Level 2 of the Binkley Parking Center.

8. The Mustang Parking Center is for resident permit holders only.

FLOOD WARNING Certain low-lying areas of the campus are prone to flooding in heavy rains. Concerns or questions about these areas should be addressed to SMU Facility Services.

PARKING FOR THE DISABLED
1. SMU provides spaces throughout the campus for the parking needs of persons with disabilities. The campus honors any government-issued disability designation visibly displayed.

2. SMU has provisions to issue a temporary disabled permit. Temporary disabled permits may be issued with written authorization from a physician. This issuance is done at the Parking and ID Card Services Office. Temporary permits may be issued for a maximum of six (6) weeks. This provision will enable an individual to obtain a State temporary permit if the disability is expected to continue longer.
3. Persons with “Disabled” permits must pay to park in SMU-operated (private property) metered parking spaces.

4. An unauthorized vehicle in a space reserved for disabled persons will be cited and towed at the expense of the owner/operator.

5. Spaces designated for disabled persons may be used only by vehicles displaying an appropriate permit. The regulation applies AT ALL TIMES (24 hours a day, seven days a week). Vehicles improperly parked in such spaces will be towed away. A $300 FINE WILL BE CHARGED FOR EACH VIOLATION. THIS WILL BE IN ADDITION TO THE TOWING/BOOT CHARGE AND IMPOUNDMENT FEES.

6. A parking placard or plate is ONLY valid when being used by the same person with the disability or someone who is driving the person with the disability. It is a violation of state law to use the placard or plates for a disabled parking spot without the person with the disability in the vehicle.

NOTE: Article 6675a.5e.1, Vernon’s Texas Civil Statutes:

Section 10. (a) A person commits an offense if the person is neither temporarily or permanently disabled nor transporting a temporarily or permanently disabled person and parks a vehicle with such special device or displaying a disabled person identification card in a parking space or parking area designated specifically for the disabled by a political subdivision or by a person who owns or controls private property used for parking for which a political subdivision has provided for the application of this section under Subsection (c) of Section 6A of this Act.

Section 11. Presumption. In a prosecution of an offense under Section 10 of this Act, it is presumed that the registered owner of the motor vehicle that is the subject of the prosecution is the person who parked the vehicle at the time and place the offense occurred.

PARKING PERMITS

There are many types of permits issued by SMU: Only one vehicle can be registered to SMU resident students. Two vehicles may be registered to non-resident students, faculty, and staff. By virtue of purchasing an SMU parking permit, all agree to read, understand, and abide by SMU parking policy. An additional parking permit for another vehicle can be bought at the full price for the full year. All students living in an SMU residence hall, SMU apartment or sorority/fraternity house must register their vehicle or opt-out of an SMU parking permit if he/she does not have a vehicle at school. If no choice is made, residential student accounts will be charged the annual parking fee. If you are a non-resident student and must drive, you will need an SMU parking permit to park on campus. Students must purchase their SMU parking permits or opt-out online at [http://www.smu.edu/parkingid](http://www.smu.edu/parkingid).

1. RESIDENT PERMITS: Persons who reside in campus housing (residence halls, sororities, fraternities and SMU apartments) are authorized to park in the resident areas indicated on the map and designated “All University Permit” (AUP) areas. Avoid RLSH staff spaces and visitor spaces. Proof of campus residency is required. Resident permits are not valid in the Daniel Parking Center.

2. FALL PERMIT: Specifically for those non-resident students who will graduate at the end of the Fall Term, or for students who will not be taking classes on campus in the spring. Residents graduating in the fall should purchase a full year resident permit.

3. COMMUTERS: These non-resident students are authorized to park in AUP designated areas. This includes the Commuter Lot, Airline Parking Center, Meadows Parking Center, the Moody Parking Center and the Binkley Parking Center. Students are not allowed to park in visitor and Faculty/Staff spaces within these locations. Non-resident permits are not valid in the Daniel Parking Center or resident parking locations.

4. FACULTY AND STAFF: Employees are authorized to park in designated F/S areas on the map, including Parking Centers and all university permit areas. It is not permitted to purchase a F/S permit for use by students. Faculty and staff should avoid spaces
designated for visitors in the Parking Centers. Letter designated lots are by assignment only and require a permit specific to that location.

5. **LAW PERMITS:** This permit authorizes parking in the Daniel Parking Center (Law), Airline Parking Center, Meadows Parking Center, the Moody Parking Center, Binkley Parking Center and AUP areas. Law permits are not valid in resident areas. Resident and non-resident permits are not valid in the Daniel Parking Center.

6. **SERVICE AND DELIVERY VEHICLES:** These vehicles are issued temporary permits for loading, unloading and SMU vehicles (service and delivery, contractors, special guests, trustee parking, visitors, etc.) and must be displayed on the rearview mirror.

7. **TEMPORARY:** This is a short term permit issued for a specific date and location.

8. **VISITOR PERMITS:** Used to designate visitors on campus.

9. **EMERITUS PERMIT:** Designates individuals who have retired from SMU. It allows them to park in any All-University Permit (AUP) area or any open faculty, staff or resident lot. Available through the Retired Faculty Association and the Retired Staff Association or the Parking and ID Card Services Office at Expressway Tower Building.

10. **TRACTOR PERMITS:** Contact the Parking and ID Card Services Office.

**FEES 2015-16**

Parking fees per school year (September 1 - August 31) are as follows:

1. **Student**
   - **Full-time (more than 9 credit hours)**
     - Full Year - $295
     - Fall Semester Only - $155 (*Available only to Graduating Seniors*)
     - Spring Semester - $155
   - **Part-time (9 or fewer credit hours)**
     - Full Year - $155
     - Fall Semester Only - $80 (*Available only to Graduating Seniors*)
     - Spring Semester - $80

2. **Summer (May - August)** - $50

3. **Faculty/Staff** - $28 a month or $336 annually

4. **Temporary permit** - $60 monthly; $15 weekly; $5 daily

**REFUND POLICY - PARKING FEES**

Parking fees will be refunded if a request is made within the first thirty (30) calendar days of the beginning of a semester. If decal was issued it must be returned for refund.

**TRAFFIC AND PARKING VIOLATIONS**

University parking and traffic regulations, state laws, and City of University Park ordinances are in effect on the SMU campus at all times.

**FINES**

1. Parking fines range between $30 and $300.

2. The fine for a moving violation is $60.

3. Violation of parking in a space designated for the disabled without visible authorization or blocking a ramp for the disabled will result in a $300 fine. In addition, the vehicle will be towed away at the owner’s expense.

4. A person is designated a **“Habitual Violator”** when six (6) citations are issued. A person is designated a **“Chronic Violator”** (10 or more citations) and will be towed at owner’s expense.

5. Fire lane and fire hydrant violations are $150.00 each.

**VIOLATIONS**

1. The maximum permissible speed on campus streets is 20 MPH. The speed limit in all parking lots is 5 MPH.

2. Vehicles must stop for pedestrians at all intersections and in marked crosswalks on campus. Pedestrians always have the right of way in any situation.
3. A motor vehicle shall not be operated while any person is sitting on, holding onto, or otherwise positioned on the outside of the vehicle, except pick-up trucks, in which passengers may be seated in the truck bed if the passenger is not in violation of minimum age as defined by state law.

4. Special circumstances (loading/ unloading) vehicles will be considered, however, prior permission must be obtained. A maximum of twenty (20) minutes parking will be granted in these instances. The vehicle involved in loading or unloading must be parked in a legal parking space and must be moved immediately upon completion of the loading or unloading operation. The procedure does not convey the right to park in a FIRE LANE, a space designated for a DISABLED person, a NO PARKING ZONE, or a RESERVED space.

5. It shall be a violation for any person to drive by, through, beyond, or move a barricade, a road block, or parking cone that is officially erected on the campus.

6. Parking in a fire lane.* ($150 fine)
7. Blocking a driveway or crosswalk.* ($40 fine)
8. Double parking.* ($40 fine)
9. Parking in a space designated for persons with disabilities.* ($300 fine)
10. Parking in a crosswalk or yellow-painted NO PARKING zone. (Please note, activating the emergency flashers on your vehicle will NOT exempt you from being cited while parking in a NO PARKING zone. Vehicles parked for ANY length of time even with emergency flashers on are subject to being cited and towed by police!)
11. Moving traffic violations (includes driving motorcycles and mopeds on sidewalks)* ($60 fine)
12. Failing to yield the right of way to a pedestrian.
13. Overtime parking (this includes areas controlled by parking meters).
14. Parking in an unauthorized area, no permit or incorrect permit, and spaces designated “VISITOR.” Students and employees are not considered visitors at any time.
15. Parking outside the defined limits of a parking space (taking two spaces). Including parking over the line where the tire extends over the marked line into the space adjoining.
16. Parking on sidewalks or grass, mall, or lawn.
17. Parking a trailer or boat on campus without permission.
18. Failure to properly display a parking permit.
19. Improper use of a University police citation.
20. Bicycle violations (e.g., blocking ramps for the disabled, handrails, chained to trees or lamp posts).*
21. Parking in a “Reserved” parking space or area.*
22. Vehicle impoundment* ($30 per day storage fee)
23. No valid decal. ($30 fine)

* Note: Towing is at owner’s expense. The towing and impoundment fee is in addition to the Violation Fine.

OTHER REQUIREMENTS
1. Parking is regulated by posted signs and curb markings, which take precedence over colored map indications.
2. Commuters may not park in areas reserved for campus residents, visitor areas, faculty, staff and law designated areas.
3. Limited-time parking areas (i.e. 30-minute) may be used by visitors, students, faculty and staff.
4. Spaces provided for disabled persons are indicated by posted signs.
5. In the event of conflict between traffic signs and the painted regulations, the signs will govern.

HOURS OF RESTRICTION

Many of the campus parking areas are restricted by the type of permit 24 hours a day, while others are designated as restricted from 7 a.m. to 5 p.m. Drivers should be aware of the signage restricting the area before attempting to park the vehicle. A permit is still required. During the hours of restrictions, a vehicle may be parked only in the parking area to which the vehicle has been assigned and for which a permit has been issued. If restrictions are posted with no time designation, the restriction is enforced 24 hours daily. On Saturday and Sunday and official school holidays, only posted restrictions are in effect.

When restrictions are not in effect, vehicles bearing a current SMU parking permit may park in any space that is not in violation of state and local statutes or is not controlled by signs or curb markings indicating special provisions. Reserved parking areas are reserved 24 hours a day, seven days a week.

ENFORCEMENT

1. Citations will be issued by the University Police or Parking Enforcement officials for violation of traffic or parking regulations.
2. A sixth traffic citation will result not only in a fine but also in the individual being designated a habitual violator.
3. Securing a parking permit using fraudulent registration information or displaying a fictitious permit will result in the revocation of parking privileges and referral to the University Conduct Officer for further action. **NOTE: Students who fraudulently register the vehicles of another will lose their parking privileges on the campus for the remainder of the academic year. Students should also be reminded that ANY citations received by others who have a registration permit in the registrant’s name will be charged to the registrant’s account.**
4. Improperly parked vehicles that interfere with usual staff functions, such as maintenance, delivery, emergency vehicles, etc. will be towed. Vehicles that damage lawns or other landscape will be towed.
5. In situations where the violation warrants, a vehicle either may be towed or immobilized by the use of a mechanical “boot.” If the “boot” is used, the violator must not, under any circumstances, try to move the vehicle. Any attempt to move the vehicle will result in damage to the locking device and/or the vehicle. SMU IS NOT RESPONSIBLE FOR DAMAGE TO A VEHICLE THAT IS MOVED WHILE SECURED BY A “BOOT”. ANY DAMAGE TO THE “BOOT” WILL BE CHARGED TO THE VEHICLE OWNER.

MOTORCYCLES

There are special regulations and state statutes applying to motorcycles, mopeds and motorbikes. Operators of these vehicles must be registered with the Parking and ID Card Services Office and must display a parking permit. The same penalties for violations of regulations apply to them as to other motor vehicles. Parking and traffic regulations for motorcycles are identical, with the following exceptions:

1. Motorcycles may be driven only on the streets and driveways of the campus and are explicitly prohibited from pedestrian malls, plazas, sidewalks, lawns, flower beds and shrubbery, inside of buildings except Parking Centers, and areas where they are prohibited by posted signs.
2. Motorcycles may be parked in any area authorized for automobiles.
3. With the exception of the front pad of Patterson Hall, motorcycles may not be parked in fire lanes, inside any building except Parking Centers, on sidewalks or lawns, in driveways or loading zones, within 10 feet of any building wall, in bicycle parking areas or where official signs prohibit.
4. No more than one passenger may be transported on a motorcycle.

BICYCLES

Bicycles must be ridden in accordance with state and local laws pertaining to them. The SMU Police Department will provide a synopsis of such laws upon request.

1. As a deterrent to theft and to aid in prompt identification of a lost or stolen bicycle, the SMU Police Department will provide a FREE registration decal to an owner supplying the serial number or identification number of the bicycle. Registration of bicycles is mandatory.

2. A bicycle may not be ridden, parked or stored on any campus lawn or other areas where pedestrians may walk. Pedestrians have the right-of-way on all sidewalks. Bicycles are not permitted where official signs prohibit parking or riding.

3. The operator of a bicycle must give the right of way to pedestrians at all times.

4. Bicycles may not be secured to any tree, shrub, or plant, including average step railings, or any structure NOT designated as a bicycle rack or locking facility. An exception is a chain-link fence.

5. Bicycles may not be left unattended on any sidewalk, street, driveway, loading zone, fire lane, building, porch or patio, or pedestrian mall.

6. Violations of these regulations will result in the removal of the bicycle by the SMU Police Department; the owner may retrieve it after showing proper identification.

7. All violations of campus bicycle regulations are considered minor traffic violations and fines will be assessed accordingly.

8. State law requires bicycle riders to obey all traffic control devices, stop signs, etc.

9. Special bicycle lockers located near residence hall areas are available through Residence Life and Student Housing for a small fee per semester.

HOME FOOTBALL AND BASKETBALL GAMES

When home football or basketball games are scheduled, SMU parking permits not valid. When home football game day is on a Saturday, all permit holders must move their vehicles during the evening prior to the game. After 5:00 PM on the Friday evening before game day, vehicles with SMU parking permits must relocate their vehicles. The Athletics Department will tow vehicles not removed from restricted areas at the owner’s expense.

IN-LINE SKATES, SKATEBOARDS, TRICK BIKES, AND SCOOTERS

The on-campus use of skateboards, scooters, in-line skates (“roller-blades”), and trick bikes is restricted to University faculty, staff and students. All other individuals are prohibited from using this recreational equipment on University property. Motorized scooters are not permitted for use on University property.

RESOLVING CITATIONS

The operator of a vehicle in violation of regulations will receive a citation. A violation fine is a University fee and must be paid at the Student Financial Services Office at the Laura Lee Blanton building. Failure to pay the citation fee will result in delays for students in receiving degrees and transcripts and in refusal of permission to register. Visitors may pay via mail or online or at the Parking and ID Card Services Office.

APPEALS

1. All appeals must be appealed by going online to the Parking and ID Card Services website (http://www.smu.edu/parkingid) within 15 days of the citation date. Please do not call the police department.

2. Decisions are based on current published parking regulations. All Appeals decisions are final.

UNIVERSITY PARK CITATIONS

In some instances, violators of University Park ordinances will be issued City citations. These cases are filed in University Park Court and must be resolved by the judge of that court.
HABITUAL VIOLATOR STATUS

1. Upon issuance of six parking and/or traffic citations, an individual will be automatically designated as a “habitual violator”. Habitual violators may continue to park on campus as long as the vehicle is in an appropriate and legal space. However, subsequent violations will subject the violator to a fine and vehicle immobilization (booted).

2. If a vehicle owned or operated by a habitual violator is illegally parked anywhere on campus, that vehicle will be immobilized. Towing may be necessary in certain circumstances. All tow fees apply to the owner/operator of the vehicle.

3. The citation payment does not constitute reinstatement of a person’s parking privileges.

4. Subsequent violation of parking regulations will result in the student being referred to the Dean of Student Life for action.

TOWING/IMPOUND POLICY

Vehicles in violation of posted restrictions (i.e., cited two times or more for parking without a current decal, parked in a fire lane, occupying a space reserved for the disabled with no visible authorization, parked in a reserved space, in a service vehicle space without a hang tag, blocking traffic flow or a danger to the safety of others) will be towed, immobilized or impounded at the owner’s expense. Arrangements to retrieve the vehicle must be made at the Parking and ID Card Services Office during regular business hours or SMU Police Department all other hours.

All tows are made by a licensed towing service. SMU is not responsible for any damage sustained as a result of a tow. The tow service accepts responsibility for the vehicle during the towing process.

ABANDONED VEHICLES

Any vehicle parked on University property without University permission for a period of 48 hours or more is considered abandoned under state law and can be towed from the campus at the owner’s expense. After the vehicle is towed, the owner who is listed on the state registration of the vehicle will be informed about location of the vehicle via certified mail. Failure to claim the vehicle from the storage company within 20 days of the notice will result in the vehicle becoming the property of the storage company. Vehicles that are not in driving condition are not allowed to be stored on University property. Vehicles that are under repair are not to be stored on SMU property.

BOATS, TRAILERS, MOBILE HOMES, AND BUSES

Students may not store or park a boat or trailer on campus. Permission to temporarily park a mobile home on campus will be granted by Parking and ID Card Services on a specific-need basis. Buses are not allowed to park permanently on campus. Temporary arrangements involving special events can be made through the Parking and ID Card Services Office (214-768-PARK).

UNIVERSITY CLOSING DUE TO BAD WEATHER

(Please do not call the police department for this information)

The decision to close the University due to weather conditions is made by the University president. The decision will be announced to the local television and radio stations by 6 a.m. Voice mail messages announcing the closing will be available by calling SMU-MAIL (214-768-6245) or SMU-INFO (214-768-4636) and will be posted online at http://www.smu.edu.

CITY OF UNIVERSITY PARK RESIDENTIAL PARKING DISTRICTS

The City of University Park has established residential-only parking districts in neighborhoods adjacent to the SMU campus. On-street parking within established residential parking districts is restricted between 8 a.m. and 5 p.m. Monday through Friday. Only UP residents are allowed to park on City streets within the established residential parking districts with a displayed resident parking or guest permit issued by the City of University Park. Please respect our neighbors and park your car in the appropriate on-campus locations, and do not park on residential streets or at commercial establishments in areas surrounding the SMU campus.