

**UNIVERSITY OF MASSACHUSETTS
Amherst Campus**

**PARKING SERVICES
REGULATIONS**

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Parking Regulations are available at: www-parking.admin.umass.edu

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A. PURPOSE

The following Parking Regulations pertain to the parking of motor vehicles on the Amherst Campus and on other lands of the University associated with the Amherst Campus by faculty, staff, students, visitors, and others. They are intended to promote orderly and safe movement of all vehicles, provide for pedestrian safety, and assure free and continuing access to buildings and walkways.

They have been developed in consultation with various members of the University community, the University Police Department, and others who have put forth suggestions.

These Parking Regulations are in effect indefinitely until amended, rescinded, or otherwise changed.

B. AUTHORITY

The Board of Trustees of the University of Massachusetts, acting under the powers granted by Chapter 75, Section 32A, General Laws of the Commonwealth, hereby adopts subject to the subsequent amendment or revisions contained in Chapters 75 and 90 of the General Laws, the following rules and regulations for the use and operation of vehicles on and about the Amherst Campus of the University and on other lands of the University associated with that Campus.

C. PARKING AND TRANSPORTATION GUIDING PRINCIPLES

The parking and transportation systems of UMass Amherst should:

- Support the mission of the University.
- Meet the parking and transportation needs of the entire University community and visitors.
- Be clear and simple.
- Be fair and reasonable.
- Be safe.
- Be ADA accessible.
- Provide for consistent enforcement.
- Be visitor and user friendly.
- Address impact on the environment and surrounding communities.
- Encourage use of alternative forms of transportation.
- Be fiscally and administratively responsible.

D. DEFINITIONS

1. Citation

A notice, upon which a parking control officer, a police officer and/or any other authorized representative of the University shall record an occurrence involving one or more parking violations by the person cited, and issued by the authority of the Board of Trustees of the University of Massachusetts (for parking control officers) and by the authority of Chapter 90C of the Massachusetts Motor Vehicle Laws (for police officers).

Parking Services keeps the official record of all violations issued on citations. Fines are payable to the University of Massachusetts and collected for the Parking Scholarship Fund.

2. Crosswalk

Marked and unmarked walkways or mall areas designated for pedestrian crossing. Crosswalks are located at intersections and other locations around campus.

3. Employee

Employees of the University include faculty, staff, administrative personnel, and all other persons similarly associated with the University as well as employees of Federal, Commonwealth, County, and Town Government and agencies which maintain offices or representatives on the Campus or other lands of the University.

4. Holiday

“Holiday” refers only to official, legal University holidays and not to academic recess periods such as semester breaks, Spring break, and the day between the end of classes and the beginning of finals.

5. Loading Zone

Loading zone areas are parking spaces designated for transporting heavy, bulky, or voluminous material. Use is limited to 15 minutes unless otherwise designated. Use of a vehicle’s emergency flashers is required.

6. Parking Hearing Clerk

A person appointed by the Director of Campus Services to be directly responsible for the processing of parking citation appeals on the Campus. The Parking Hearing Clerk or a designee acts as Hearings Officer.

7. Park or Parking

The standing of a vehicle, whether occupied or not, with or without the engine running.

8. Pay-Parking

The term pay-parking refers to those facilities regulated by payment to a lot attendant, a parking meter, and/or any other mechanical device, upon entrance into or exit from the facility.

9. Service Areas

Specially designated spaces/areas reserved for service vehicles displaying state license plates.

10. Sidewalk

A walk or raised path for pedestrians.

11. Special Enforcement Zone

Special Enforcement Zone refers to specifically designated locations, which have been determined to be frequently violated by vehicles without proper authorization or which safety issues between vehicles and pedestrians exist. These areas are designated by the Parking Manager and the Chief of Police when compliance with regulations and/or safety, is especially critical.

12. Student

Any person enrolled in one or more academic courses or programs, including students enrolled in the Division of Continuing Education.

13. University Facilities

The term University Facilities includes all real property under the control of the Board of Trustees and encompasses the terms "lot," "spaces," "parking areas," "streets," and the like whenever herein used. University facilities used for vehicular traffic and parking are used by permission of the Board of Trustees and not as a matter of right.

14. Vehicle

The word vehicle includes automobiles, trucks, motorcycles, and other motorized conveyances.

15. Vendor

Any representative of a company selling, attempting to sell, or contracting goods or services to the University, including construction contractors and sub-contractors.

16. Visitor

Any person, other than employee, student, or vendor who operates a motor vehicle on the Campus.

17. Carpool

Any vehicle transporting two or more people.

E. USE OF UNIVERSITY PARKING FACILITIES

All vehicles using University facilities, other than pay-parking facilities, Monday through Friday between the hours of 7 a.m. and 5 p.m. must be registered with Parking Services and must display an appropriate parking permit.

Where designated, certain areas are for restricted access only, including (but not limited to) 24 hour lots, University Health Services lot, Resident Staff, State Vehicles Only, Service Vehicles Only Beyond This Point. These areas are reserved at all times. Only officially designated vehicles, or vehicles displaying appropriate permits, are allowed in these areas at any time.

Pay-parking is available to employees, students, vendors, and visitors with or without a parking permit. Vehicles displaying a University parking permit and University-owned vehicles utilizing pay-parking facilities are not exempted from paying for such pay-parking. (Exception: Departmental Mobile [see section H.6.]

The University is not responsible for theft of or damage to vehicles occurring on University property.

F. REGISTRATION OF VEHICLES

Parking Services may issue adhesive or portable identification devices, known as parking permits, to persons purchasing parking services. **These permits remain the property of Parking Services and MAY NOT BE loaned, traded, bartered, altered, or sold by the person(s) to whom they are issued, as no other seller of permits for UMass exists.**

1. All vehicles using University parking facilities, other than pay-parking facilities (including University owned streets), must be registered with Parking Services and must display a valid parking permit. Registration is not considered complete until the parking permit is permanently and totally affixed by the adhesive thereon, or, in the case of a portable permit, the permit/displayer is located in the proper place. Only one valid permit may be displayed on each vehicle (Exceptions: Temporary permits, Departmental Mobiles, or Family Housing permits). A vehicle not displaying a parking permit will be treated as an unregistered vehicle.

2. Parking permits, as issued by Parking Services, are available to employees, students, and others who qualify and who register and pay the appropriate fees. A photo identification card and vehicle registration is required at the time of registration. All outstanding parking citations must be paid before or at the time of registration.
3. Visitors must use pay-parking facilities, or obtain appropriate parking permits through Parking Services.
4. Permits shall be displayed on vehicles as specified by Parking Services.
5. Expired UMass parking permits must be removed upon expiration.
6. Parking permits represent parking authorization and, therefore, have value. Permits must be returned upon withdrawal from the University (students) or termination of employment (employees). Refunds are based on the original cost, and are prorated at a rate specified by Parking Services.
7. Whenever there is a change of motor vehicle, a new permit of the same category will be issued at no charge if the old permit, in identifiable condition, is presented to Parking Services. In the event a replacement is requested without evidence of the old permit, the full parking permit fee may be charged.
8. The following vehicles shall be exempt only from the provisions of Section F: Registration of Vehicles:
 - a) those owned by the Commonwealth or a political subdivision of the Commonwealth of Massachusetts;
 - b) those owned by the United States Government;
 - c) those registered to a member of the Foreign Diplomatic Corps or by a Foreign Consular Officer who is not a citizen of the United States -- providing the vehicle bears a conspicuous registration indicating such status;
 - d) those bearing "V" or plates issued by the Massachusetts Registry of Motor Vehicles designating Disabled Veteran.

G. PARKING AND OPERATING REGULATIONS

1. The person to whom the parking permit is registered is responsible for all citations issued to that permit regardless of license number or operator of the vehicle. Citations issued to vehicles not displaying a permit will be the responsibility of the registered owner of the vehicle. In case of state-owned vehicles, responsibility lies with the person to whom the vehicle was assigned at the time of the citation.

2. The responsibility of finding legal parking space rests upon the vehicle operator. Lack of space is not considered a valid reason for violation of regulations. Parking is permitted only in designated parking spaces. Parking is prohibited at all times on grass or tree plots, or any other place where parking would mar the landscaping of the Campus, create a safety hazard, interfere with the use of University facilities, or obstruct traffic within a parking lot. Parking is also prohibited in posted zones, yellow zones, fire hydrant zones, at crosswalks, or on sidewalks.
3. Students and employees should inform their visitors and guests about how to obtain temporary parking permits from Parking Service, about the use of metered spaces, and about the Campus Parking Garage.
4. University parking regulations and lot designations may be changed from time to time as deemed necessary. Changes will be posted at Parking Services and in the Campus media with such changes becoming effective when parking lot signs are actually changed. The Chancellor or a designee may designate any legally prescribed parking space/lot as a 24-hour controlled parking space/lot as deemed necessary.
5. Through the University Police Department or Parking Services, the University maintains the right to close any lot/roadway for special events, maintenance, or when otherwise deemed necessary without prior notice.
6. University service and vendor vehicles must park in spaces as provided for such vehicles. (See section M)
7. In lots where parking areas are outlined, occupants must observe the confines of each space. In other areas, a sign, concrete bumper, or other method designates width of a space within which vehicles should be parked.
8. The speed limit within all parking lots is 10 M.P.H., unless otherwise posted.
9. Operators of vehicles on University facilities are expected to comply with the Rules of the Road and all other appropriate provisions of the General Laws of the Commonwealth and the Rules and Regulations of the Registrar of Motor Vehicles.

H. PARKING PERMITS: EMPLOYEES AND STUDENTS

In general, Parking permit fees are based on an annual rate. For periods less than a year, fees for parking permits are prorated. Fees for registration and parking permits are subject to change. Each employee or student is allowed only one permit per vehicle with the exception of Family Housing (see section H.3.), motorcycles (see section I), and night permits (see section H.2.).

1. **INDIVIDUAL LOT PARKING PERMITS** - Permits are available to employees and students based on the following designations and, as space permits:

Red lots - 30, 40, 41, 42, 43, 45, 52, 54, 62, 63, 64, 65, 66, 67, 68, and 71 available to employees only.

Blue lots - 21, 24, 29, 31, 32, 35, 36, 46, 47, and 50 available to employees and graduate teaching or research assistants only. (Graduate teaching and research assistants both require a valid University contract to purchase a Blue lot.)

Green lots - 25, 26, 27, 33, and 34 available to employees, graduate students, and commuter students.

Purple lots - 22, 44, 49 available to residential students only.

Yellow lots – 11, 12, and 13 available to any University Community member.

Vehicles displaying Red, Blue, Green or Purple permits may only park in the lot with the corresponding lot number or any Yellow lot. Parking in other Red, Blue, Green, or Purple lots is prohibited; violators are subject to citation.

2. NIGHT PERMITS - Available to any employee, graduate student, or commuting student. Vehicles displaying a Night permit are allowed to use non-reserved spaces in any lot on Campus between the hours of 3 p.m. and 8 a.m. Night permits are not valid in 24 hour restricted lots – 21, 22, 29, 35, 44, 47, 49, 50, 54, and 67.
3. FAMILY HOUSING PARKING PERMITS - Available to residents of LINCOLN APARTMENTS AND NORTH VILLAGE APARTMENTS. Each occupant with a signed lease may apply for one parking permit. Vehicles displaying a Family Housing parking permit are limited to the corresponding family housing lot or any Yellow lot or may, upon qualification, purchase an individual lot parking permit.
4. RETIRED EMPLOYEE PARKING PROGRAM - Special parking permits are available to retired employees. Information is available through Parking Services.
5. CAMPUS PARKING GARAGE - Reserved Garage parking is available to any University Community member. Vehicles displaying a Reserved Garage permit are limited to their individually assigned space on the lower level of the Garage. With the exception of the Reserved parking section, the Campus Parking Garage is open to all vehicles at an hourly rate.
6. DEPARTMENTAL MOBILES - Available to any University department contingent upon review by the Parking Manager. Mobile permits must be displayed with a valid University parking permit. Mobile permits allow vehicles to park in non-reserved spaces in any lot on campus, as well as in the upper levels of the Campus Garage. Mobile permits may not be used to “upgrade” lot assignments for all-day parking. Misuse may result in sanctions.
7. PORTABLE PARKING PERMIT - Allows employees to register more than one vehicle under the same permit. Certain restrictions apply. Information is available at Parking Services.

8. CARPOOL PERMIT - Special carpool parking rates and privileges are available to students and employees. Information is available at Parking Services.
9. VENDOR PERMIT - A vendor permit can be purchased by any representative of a company selling, attempting to sell, or contracting goods or services to the University, including construction contractors and sub-contractors. Information is available at Parking Services.

I. PARKING PERMITS: MOTORCYCLES, MOTOR DRIVEN CYCLES, AND MOTORIZED PEDICYCLES

Motorcycles, motor driven cycles, and motorized pedicycles must be registered under the same conditions as other vehicles, and are subject to parking regulations. Motorcycles and motor driven cycles may park only in designated motorcycle parking areas and pay-parking spaces. Motorized pedicycles may park at bicycle racks, pay-parking spaces, or motorcycle areas. Parking permits must be clearly displayed.

J. TEMPORARY PERMITS

Temporary parking permits are available for purchase by employees, students, visitors, vendors, and others.

K. WAITING LISTS

Waiting lists are maintained for each lot. Information is available through Parking Services.

L. LOADING/UNLOADING AREAS

Loading or unloading is allowed only in designated spaces/areas and only for the time period specified on the sign. 15-minute loading/unloading signs are located throughout Campus and do not require special identification other than use of the vehicle's emergency flashers

M. SERVICE/VENDOR SPACES

Designated service spaces and vendor spaces are located throughout campus for use by UMass service vehicles, and vendors with permits. Vendor permits are available to qualified applicants.

N. WINTER SESSION/SUMMER PARKING

During winter and summer sessions, Green and Purple lots (EXCEPT: Green lot 34) are available for parking for any vehicle displaying a valid UMass Campus parking permit.

O. ENFORCEMENT, APPEAL, AND CITATION PAYMENT PROCEDURES

1. ENFORCEMENT

- a. Parking Services and the University Police Department shall enforce all University parking regulations. In addition, the University Police Department shall enforce applicable state motor vehicle laws under the Massachusetts vehicle code.
- b. Vehicles utilizing University facilities that are in violation of any section of these regulations will be issued a citation and may be towed, booted, or impounded at the owner's expense.
- c. Parking citations must be paid or appealed within 14 calendar days of their issuance.
- d. Citations may be paid according to the directions on the citation.
- e. A person with five or more outstanding parking citations and/or invoices who fails to pay or appeal the citations and/or pay the invoices, within the time limits prescribed, may be denied further use of University parking facilities. Any vehicle with five (5) or more unpaid parking citations and/or invoices may be towed, booted or impounded until payment is made. At such time as all outstanding citations, invoices, and late fees have been settled, parking privileges may be reinstated.
- f. Vehicles which appear to be abandoned on University property may be disposed of in accordance with Commonwealth of Massachusetts statutes (see section V).

2. APPEAL PROCEDURES

- a. Parking citations may be appealed within 14 days. Appeals may be submitted in person, by mail, email, or online at Parking Services' website.
- b. Appellants may request a personal appearance before the Parking Hearing Clerk or seek a decision based on the facts presented in writing.
- c. Appeals of University parking citations must be made within 14 calendar days of issuance of said citation. Appeals submitted beyond such date will not be accepted.
- d. All appeals are adjudicated by the Parking Hearing Clerk.
- e. Failure to appear during any of the proceedings where an appearance was requested by the appellant will result in a decision being made based on the appeal request.
- f. Decisions of the Parking Hearing Clerk may be appealed to the Parking Hearing Review Board only under one or more of the following conditions and must be sought within 10 business days of said decisions:

- the presentation of new evidence not presented at the hearing with the Parking Hearing Clerk
 - evidence of a procedural error or irregularity that could have affected the Parking Hearing Clerk's decision
 - decision of the Parking Hearing Clerk not supported by facts or evidence presented
 - recourse to other officers of the University is not available
- g. Citation(s) issued for violations in Handicap parking spaces or for expired meters are not subject to appeal.

3. CITATION PAYMENT PROCEDURES

Invoices will be issued for citations which are neither paid nor appealed within fourteen (14) calendar days.

P. VEHICLE ACCIDENTS

Accidents involving motor vehicles on University property, including parking lots and garages, must be reported to the University Police Department in accordance with Massachusetts Motor Vehicle Laws (Chapter 90, Section 26).

Q. TOWING POLICY

Vehicles may be towed from University property as follows:

1. Vehicles in violation of University of Massachusetts Parking Regulations.
2. In accordance with Massachusetts Motor Vehicle Laws.
3. Campus parking privileges denied/revoked.
4. Per order of the University Police Department.
5. In emergency situations.

Information regarding towed vehicles can be obtained from Parking Services or the University Police Department.

R. PARKING HEARING REVIEW BOARD

The Parking Hearing Review Board shall be composed of students, faculty, and staff. The Board convenes periodically during the academic year to review appeals resulting from hearings with the Hearing Clerk (see section O.2). A quorum of three (3) is required to meet and make decisions. The Parking Hearing Review Board reports to the Director of Campus Services or his/her designee. **The decisions of the Parking Hearing Review Board are final. No other recourse is available.**

S. SPECIAL NEEDS PARKING

- a) The University provides special parking privileges through its Special Needs Parking Program.
- b) Special parking privileges may be extended, by Parking Services, to persons with special needs. Applications are reviewed by a Special Needs Coordinator and the Office of Disability Services.
- c) Spaces designated for handicap parking are to be used **ONLY** by vehicles displaying handicap license plates, a state issued handicap placard, or a handicap parking permit issued by UMass Parking Services. Spaces designated as handicap parking are reserved at all times.

T. SNOW POLICY

Overnight parking is prohibited in most lots from 1:00 a.m. to 7:00 a.m. from December 1 through April 1, **REGARDLESS OF WEATHER CONDITIONS**, and at other times of predicted measurable snowfall. In addition, parking is prohibited during **SNOW EMERGENCY CLOSINGS**. The Emergency Closing Policy and Parking Snow Policy, issued yearly, are the references for parking during snow season and snow emergency closings. Vehicles parked in lots designated as *No Parking* during snowstorms are subject to citations and towing.

U. LOST AND STOLEN PARKING PERMITS - REPORTING AND REPLACEMENT

Lost, stolen, or missing permits must be reported to Parking Services immediately. Upon the filing of a lost, stolen, or missing permit report, that permit becomes invalid. There is a cost to replace a lost permit.

Any vehicle on which a reported lost or stolen permit is displayed, may be ticketed and towed and the lost/stolen permit confiscated. The registered operator of that vehicle may be subject to immediate revocation of University parking privileges and will be issued a citation for *fraudulent use of a UMass permit*.

Any vehicle whose owner or operator has been advised that his/her right to operate on campus has been revoked or suspended may not operate or park on University property. Vehicles found in violation of the provisions of this section shall be removed from the University property.

V. ABANDONED VEHICLES

Motor vehicles with evidence of non-use, vehicles abandoned in parking lots, streets, or other University property for fourteen (14) days or more may be towed away and subject to disposal-of. Any vehicle found without a valid license plate will be considered an abandoned vehicle and may be removed from University property by direction of the Chief of the University Police Department or his/her designee. The University will use reasonable and prudent judgment in an attempt to locate the owners of unused or abandoned motor vehicles. Expenses for the towing and disposal will be the responsibility of the registered owner of the vehicle. The owner of the vehicle so removed and towed away under the provisions of this section shall also be subject to the penalties provided in Chapter 90, Section 22B, of the Massachusetts Motor Vehicle Laws. The owner will be responsible for the care or protection of or damage to, any such motor vehicle or its contents.

W. CHILD CARE

Please contact Parking Services for information regarding parking for the Child Care Program.