

UNF Student Life and Facilities Committee
January 17, 2012

Issue Parking Permit Fees, Styles, Display Requirements, Replacements and Refunds Regulation

Proposed Action Approval

Background Information

The purpose of this item is to present amendments to the parking permit fees, styles, display requirements, replacements and refunds regulation. Significant amendments are:

- To allow the President the flexibility of adjusting the day permit rate to accommodate requirements for special events. Any adjustments would not impact the rates of annual or term permits.
- To designate the Parking Services' website address as the official location for information relating to affixing permits.

This regulation has followed the standard university promulgation process and is being presented to the Board of Trustees for review and approval.

Supporting Documentation

- Parking Permit Fees, Styles, Display Requirements, Replacements and Refunds Regulation

NOTICE OF AMENDED REGULATION

November 7, 2011

DEPARTMENT OF EDUCATION

Division of Universities
University of North Florida

REGULATION TITLE:

Parking Permit Fees, Styles, Display Requirements, Replacements and Refunds

REGULATION NO.:

9.0030R

SUMMARY:

The revisions to the regulation allow the President the flexibility of adjusting the day permit rate to accommodate requirements for special events. Any adjustment would not impact the rates of annual or term permits. The revision also provides Parking Services website address for further information relating to affixing permits.

FULL TEXT:

The full text of the regulation being proposed is attached.

AUTHORITY:

Resolution of the Florida Board of Governors dated January 7, 2003 and Florida Statutes 1006.66.

UNIVERSITY OFFICIAL INITIATING THE PROPOSED REVISED REGULATION:

Shari Shuman, Vice President Administration and Finance

INDIVIDUAL TO BE CONTACTED REGARDING THE PROPOSED REVISED REGULATION:

Stephanie Howell, Paralegal, Office of the General Counsel, showell@unf.edu, phone (904)620-2828; fax (904)620-1044; Building 1, Room 2100, 1 UNF Drive, Jacksonville, FL 32224.

Any comments regarding the amendment of the regulation must be sent in writing to the contact person on or before November 22, 2011, to receive full consideration.



UNIVERSITY OF NORTH FLORIDA

Regulation Number	Subject	Effective Date	Revised Date
9.0030R	Parking Permit Fees, Styles, Display Requirements, Replacements and Refunds	10/19/07	▼
Responsible Division / Department: Administration & Finance / Auxiliary Services			
<input type="checkbox"/> New Regulation <input type="checkbox"/> Major Revision of Existing Regulation <input checked="" type="checkbox"/> Minor/Technical Revision of Existing Regulation <input type="checkbox"/> Reaffirmation of Existing Regulation			

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I. STATEMENT OF REGULATION

(1) The University of North Florida Board of Trustees annually approves the permit categories and sets the amount to be paid for parking permits. This information is published on the Parking Services website (www.unf.edu/parking) and is available from the Parking Services Department. The University President may adjust the day permit rate for individual days and/or at specific locations on campus to accommodate requirements for special events. Any adjustment would be to the day permit rate only and would not affect the rates of annual or term permits.

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(2) Styles of Parking Permits and Display Requirements. The three styles of parking permits and requirements for display of each are:

(a) An affixed style permit. Affixed style permits must be immediately and permanently affixed to the vehicle as prescribed by the Parking Services Department. This information is published on the Parking Services website (www.unf.edu/parking) and is available from the Parking Services Department. These permits are issued for a specific vehicle and are not transferable. The University may require the purchaser to register any vehicle that uses the permit for validation of parking rights.

Deleted: In the case of standard motor vehicles, a

Deleted: front windshield on the lower driver's side or in another location that is approved by

Deleted: Regarding two-wheeled vehicles, permits must be affixed to the rearward portion of fender or as otherwise approved by the Parking Services Department.

- (b) A hanging style permit. These permits must be displayed on the inside rear view mirror with the permit number visible and facing outward at all times a motor vehicle is parked on campus. Hanging style permits may be transferred to any motor vehicle the permit holder parks on campus. The University may require the purchaser to register any vehicle(s) that uses the permit for validation of parking rights.
- (c) Visitor parking permit. These permits must be displayed on a motor vehicle's dash so that the permit number is visible and facing outward while the motor vehicle is parked on campus. Visitor parking permits may be transferred to any motor vehicle that the permit holder parks on campus.
- (3) Failure to display any permit type, affixed, hanging style or visitor, in the designated manner described in these regulations may result in the issuance of a citation for a permit violation.
- (4) Parking Permit Replacement:
 - (a) If a vehicle with an affixed permit is traded, or the affixed permit is defaced, the owner may obtain a replacement permit for no charge by presenting proof of the prior permit to the Parking Services Department. The old permit must be removed from the old vehicle and returned when application for the replacement is made.
 - (b) All lost or stolen permits should be reported to the Parking Services Department. Stolen permits should also be reported to the University Police. Lost permits will not be replaced and the permit holder will be required to purchase a new permit. Stolen permits will be replaced for a fee of \$10.00 contingent upon the permit holder presenting a copy of the police report reporting the theft of the permit to the Parking Services Department.
 - (c) Parking Permit Refunds will be provided for permits purchased in the current term if the permit is returned before the last day of the Drop/Add period for the current term and if the student is no longer enrolled in classes.
 - (d) Reproducing or defacing a permit is prohibited and renders the permit invalid. A vehicle displaying a defaced or altered permit may be immobilized and also may be issued citations for an altered permit and for no valid permit. Further, the driver of the vehicle displaying a defaced or altered permit may be subject to disciplinary action and/or criminal prosecution.

Authority: Resolution Florida Board of Governors dated January 7, 2003

Florida Statutes 1001.74(35) and 1006.66

History—New 10-20-05, Formerly 5.1003, 6C9-11.003.

BOT approved revisions October 18, 2007. Amended.