

8-1-2005

## **Parking at the University of South Florida Saint Petersburg : 2005-2006**

University of South Florida St. Petersburg. Parking Services.

Follow this and additional works at: [https://scholarcommons.usf.edu/parking\\_brochures\\_docs](https://scholarcommons.usf.edu/parking_brochures_docs)

---

### **Scholar Commons Citation**

University of South Florida St. Petersburg. Parking Services., "Parking at the University of South Florida Saint Petersburg : 2005-2006" (2005). *Parking Services Brochures and Documents*. 3.  
[https://scholarcommons.usf.edu/parking\\_brochures\\_docs/3](https://scholarcommons.usf.edu/parking_brochures_docs/3)

This Other is brought to you for free and open access by the Public Safety, Police, and Parking Services at Scholar Commons. It has been accepted for inclusion in Parking Services Brochures and Documents by an authorized administrator of Scholar Commons. For more information, please contact [scholarcommons@usf.edu](mailto:scholarcommons@usf.edu).

## General Information

Parking permits are required to park at the University of South Florida St. Petersburg 24 hours a day, seven days a week. Permit types are used to designate parking locations on campus. Parking spaces are designated as gold, green, and time limited visitor spots in select locations. Some lots have multiple designations. **These designations remain in effect 24 hours a day, seven days a week.**

Individuals may purchase only one vehicle hangtag permit. USF hangtag permits may be transferred between same owner vehicles only. A limited number of adhesive permits are available for those with soft-top vehicles and/or special circumstances only.

**If you terminate your relationship with the University for any reason, please return your parking permit to the Parking Services Department for a possible pro-rated refund and/or to cease a payroll deduction.**

## How to Get a Permit

All permits shall be purchased for the campus of primary assignment. Permits may be purchased at the following location:

**In Person or by Mail:**

**USF St. Petersburg  
140-7<sup>th</sup> Avenue South  
Parking Cashier-Bayboro Hall 132  
St. Petersburg FL 33701**

**Monday thru Thursday 9:00 AM - 6:00 PM  
Friday 8:00 AM – 5:00 PM**

## Visitors

A visitor is any person who is not a member of the University community on ANY of the USF campuses. Students, faculty, staff, vendors/contractors, affiliates, or licensees **do not qualify for visitor parking access** and may be issued citations for parking in spaces designated as visitor parking only. Normally, visitors should purchase or make prior arrangements to buy a \$3.00 daily visitor permit through the cashier's office located in BAY 132. This applies to all non-community members who are

on campus for special events, classes of any type, library use, seminars, workshops, conferences, camps and related events. Those individuals who are on campus rarely and for short periods (e.g. less than 15 minutes, or occasional visitors picking up USF information/class schedules) may obtain a free courtesy permit at the Welcome Center on the SW corner 2<sup>nd</sup> ST & 5<sup>th</sup> AVE S.

**Occasional Visitors may park** free in designated visitor spaces only.

## Rules and Regulations

The summary information contained in this brochure does not amend, modify or substitute for USF Parking Rules and Regulations. Copies of these regulations may be obtained by writing to:

**University of South Florida  
Parking Services Department  
140 7<sup>th</sup> Avenue South, BAY 132  
St. Petersburg, FL 33701**

USF Parking Rules and Regulations are also available at our website:

[http://www.usf.edu/parking\\_services/](http://www.usf.edu/parking_services/)

## Finances

The State of Florida does not provide funding for university parking programs. Instead, revenue earned from parking permit, and citation fees are used to pay for parking systems on campus.

Where does the money go?

- Construction, improvement, and maintenance of university parking lots and garages.
- Debt payments
- Salaries of staff to operate parking business and motorist assistance program.

A more detailed explanation and graphical representation of Parking Services expenses is available by writing:

**USF St. Petersburg  
140 7<sup>th</sup> Avenue South, BAY 132  
St Petersburg, FL 33701**

## Bicycles

Registration of your bike is **FREE** and can provide important information to police in the event

## Parking at the University of South Florida – St. Petersburg 2005-2006

that it is stolen. Additional police security to prevent theft is available if you register in the BAT (Bicycle Anti – Theft) Program.

### Safety Tips

- Lock your vehicle when you park.
- Don't leave your vehicle unattended with the motor running.
- Don't leave money or valuables in your vehicle where they can be seen.  
Call the SAFETEAM for an evening escort to your vehicle **(727-553-4723)** or the Department of Public Safety (727-553-4140).
- Keep your keys in your hand when entering or leaving your vehicle.
- Be aware of your surroundings when entering or leaving your vehicle.
- Use the emergency phones provided in the parking lots to contact police in the event of an emergency.

### Motorist Assistance

- **Low Tire?**
- **Keys Locked in Your Car?**
- **Need to Jump Start Your Car?**

You can call the Department of Public Safety at (727) 553-4140. The Department of Public Safety and the Parking Services Department provides this complimentary service to our campus community free of charge.

### Parking Enforcement

Parking rules and regulations are designed to: provide orderly parking for faculty, staff, students, and visitors; protect pedestrians; and to ensure emergency access to all buildings. Violation of these regulations can result in parking citations, immobilization, or towing of your vehicle, or loss of parking privileges on campus. **Only the Parking Services Department has the authority to waive, amend, or grant exceptions to these regulations.**

The Parking Services Department will make every effort to ensure that parking space is available to anyone who purchases a parking permit through enforcement of these regulations. Due to limited number of parking spaces on campus, enforcement of parking regulations is important even during off-peak periods. A concerted effort is made to enforce regulations as uniformly as possible. **Those who**

**park illegally for the sake of convenience invariably cause inconvenience to others.**

We appreciate your patience and consideration.

### Display of Parking Permits

Hangtag Permits must be displayed hanging from the vehicle's rearview mirror with the logo side facing out. Hangtags must be **clearly visible** from the exterior of the vehicle. If you have a heavily tinted windshield, or have difficulty hanging your tag from the rearview mirror, contact Parking Services at (727) 553-4480 for possible options.

### Hours of Enforcement

**Parking is enforced 24 hours a day, 7 days a week including holidays, and academic breaks. This is because USFSP frequently has activities, several programs and special events during these times.**

### Violations 2005-2006

Parking Services assesses fines and penalties for violations of parking regulations. Violations include the following:

- Unauthorized parking in a Disabled space - \$275 fine
- Blocking access to a Disabled space/ramp - \$275 fine
- Displaying an altered/stolen/lost /revoked/counterfeit decal/permit - \$125 fine, parking for one year restricted and/or loss of campus parking privileges
- Blocking a ramp - \$75 fine
- Unauthorized parking in a Reserved space - \$75 fine
- Unauthorized parking in a service drive or on grass - \$40 fine
- No current decal/permit displayed - \$30 fine
- Unauthorized parking in State Vehicle Space - \$30 fine
- Failure to park in assigned lot - \$30 fine
- Blocking traffic - \$30 fine
- Parking in "No Parking" Zone/Barricaded area - \$30 fine
- Parking in an angled parking space facing traffic - \$15 fine
- Double parked/parked over line - \$15 fine
- Improper parking permit display - \$15 fine
- Overtime violation - \$15 fine

## Parking at the University of South Florida – St. Petersburg 2005-2006

**Note:** Permit Holders with a current annual or semester parking permit may stop at the Parking Services Department office for a one-day courtesy permit in the case of a misplaced permit. All current annual or semester permit holders are limited to three (3) complimentary courtesies per semester.

### Payment of Parking Fines

Payments may be made by mail, in person, deposited in the drop box or via MasterCard and VISA credit card on the telephone. Cash payments may be made in person only.

**Parking citations must be paid in full within 14 calendar days of the date of the citation was issued.** Payments received after that time are subject to a late fee of \$15.00.

Amounts due Parking Services which are still outstanding after 30 days may be transferred to a collection agency, set off against staff pay warrants and student records placed on hold and class registration prohibited.

### Towing of Vehicles

Vehicles may be towed for the following reasons:

- Unauthorized use of Disabled parking
- Failure to respond to tow notice
- Obstructing traffic
- Creating a hazardous condition
- Display of a counterfeit, stolen, altered, lost or revoked permit
- Excessive number of citations (more than 2)

**If your vehicle has been towed, contact the Parking Services Department at (727) 553-4480 during normal business hours or the Department of Public Safety (727) 553-4140 after hours.** The release of your vehicle will require payment of **ALL** outstanding fines and associated fees to the Parking Services Department. Additional charges for towing and storage of vehicles must be paid in cash to the towing company. Each towing company charges and fully retains all fees. Standard rates are **approximately** \$100 for towing, \$20 a day for storage, \$3 per mile, and up to \$60 administrative fee. Transportation to the towing company impound area is the responsibility of the driver.

Towing of vehicles is a last resort! Please respond to parking citations and observe parking rules and regulations!

### Appeals

Individuals who receive a parking citation and believe that extraordinary or mitigating circumstances warrant waiver of their parking fine may petition the Parking Services Department for reconsideration. Parking citations may be appealed within fourteen (14) calendar days of the date the citation was issued. If an appeal is not submitted within fourteen (14) calendar days from the date of the citation was issued, **THE RIGHT TO APPEAL IS FORFEITED.** Appeals may be made in writing, or electronically at [http://www.usf.edu/parking\\_services/appeal\\_form.htm](http://www.usf.edu/parking_services/appeal_form.htm). Late fees do not accrue during the period that the appeal is under consideration.

The following are reasons that **will not be accepted** by the Parking Service Department and the Final Appeals Committee as reasons to dismiss or reduce a citation. This is not an all-inclusive list:

- Disagreement with the Traffic and Parking Regulations
- Ignorance of the regulation
- Stated inability to find a permitted parking space
- Operation of the vehicle by another person
- Stated failure to issue citations previously for similar violations
- Tardiness to class and/or appointment
- Inability to pay fine (lack of money)
- Displayed wrong or expired permit
- Traffic congestion
- Received bad verbal information
- Stated perception that designated parking area is not safe

If one is going to file a final appeal consider the following:

## Parking at the University of South Florida – St. Petersburg 2005-2006

1. Make sure your reason for the appeal is not one of those listed above.
2. Prepare a concise written and/or oral argument not to exceed five (5) minutes.

Those dissatisfied with the decision of the Appeals Mediator may petition for review of the citation by the University Final Appeals Committee within 14 days of the appeal decision. The University Final Appeals Committee is comprised of faculty, staff and students. **The decision of this committee is based on parking rules and regulations and constitutes the FINAL DECISION.** If the citation that has been paid is dismissed in the appeals process a refund will be issued through the appropriate University refund process.

### Special Events

Event parking in many large metropolitan universities can be a challenge. The goal is to assure our guests and visitors have a positive parking experience at the beginning and end of their stay on campus.

Events may reoccur from year to year and become an integral part of the campus environment, however anything outside of the normal business and academic schedule for the University is considered a **special event**. Examples include but are not limited to: Workshops, Meetings, Conferences, Banquets, Ceremonies, Performances, Camps and Seminars.

Parking arrangements must be made for staff, volunteers, vendors and guests. The cost for parking may vary for these events. Parking is only available in select parking lots and will be designated by the Parking Services Department. During peak times of campus usage, off campus participants will need to make arrangement for parking with parking facilities off campus. If an event is small enough and held during off peak times, limited spaces may be available on campus, however, a fee will be involved. A well planned event allows attendees to focus on the event and leaves them with an enjoyable experience and the feeling that they would like to return in the future.

Parking arrangements must be properly coordinated to make it part of this enjoyable experience. **A minimum of three (3) weeks advance notice is required to properly coordinate these events.**

### Camps and Conferences

USF has many Academic and Athletic camps and conferences. Parking arrangements for these camps and conferences vary depending on the time of the year and location.

It is necessary for sponsors of the camp or conference to make arrangement for parking and secure permits for participants, coaches, staff, etc. **This means that the Parking Services Department must be consulted at the beginning of the planning process for the event.**

### Parking Rates at USF St. Petersburg 2005-2006

Reserved – Annual.....	\$663.40
Gold Staff– Annual.....	\$278.20
Green Staff– Annual.....	\$165.85
Green Staff– Semester.....	\$ 83.46
Affiliates–Annual.....	\$331.70
Vendor–Annual.....	\$219.35
Student - Annual.....	\$112.35
Student – Semester .....	\$ 56.71
Motorcycle .....	\$ 37.45
Monthly Permits.....	\$ 32.10
Daily Permits .....	\$ 3.00

### Replacement Cost of Lost or Stolen Permits

#### Staff and Student Permits

First replacement .....	\$ 20.00
Second replacement.....	\$ 20.00
Third replacement.....	Full Price

#### Reserved Permits

First replacement.....	\$40.00
Second replacement.....	\$40.00
Third replacement.....	Full Price

### Use of Permits on Multiple Campuses

Faculty/Staff permits shall be purchased for the campus of primary assignment. USF St. Petersburg

## Parking at the University of South Florida – St. Petersburg 2005-2006

Faculty/Staff permits will be allowed in the Tampa campus green Faculty/Staff lots only and all Sarasota Faculty/Staff lots. Tampa campus permits will be allowed in all St. Petersburg Faculty/Staff lots. (with the exception of: "Park and Ride" and "Medical Resident" which will not be honored on the St. Petersburg campus).

Only Gold permit holders from any campus may park in Gold lots.

Student permits shall be purchased for the campus of primary assignment. USF St. Petersburg student permits will be allowed in the USF Tampa *student* and Park-n-Ride lots only and all USF Sarasota student lots. USF Tampa campus student permits will be allowed in all St. Petersburg student lots (with the exception of: "Park and Ride" and "Medical Resident" which will not be honored on the St. Petersburg campus).

In order to be consistent at all USF campuses, only staff and faculty are allowed to purchase Gold Decals. USF "Affiliate Decals" are not authorized in Gold spaces. At the USFSP campus, Gold Spaces will be open to USF green decal holders **after** 5:30 PM, weekends and academic breaks. USFSP Reserved parking is in effect 24/7, including holidays and academic breaks.