

PARKING REGULATIONS

2015

Brock University Parking Regulations

Authority

The Parking Regulations (the "Regulations") are authorized by the Board of Trustees of Brock University (the "University") by virtue of the Brock University Act of the Province of Ontario. The Board of Trustees has delegated its responsibility for the implementation and enforcement of these Regulations to Parking Services.

University Property

The lands and grounds owned and leased by the University ("University Property") are PRIVATE PROPERTY, and the University reserves the right to control motor vehicle access to, and driving on University Property. The University allows parking and driving on University Property only upon the terms and conditions set forth in these Regulations.

Purpose

The purpose of these Regulations is to facilitate the safe and orderly conduct of all activities occurring on University Property relating to parking services, within the limits of available space. All persons using University parking facilities are subject to, and shall make themselves aware of the Regulations.

General Terms and Conditions

Parking Services shall monitor all parking lots on University Property in an effort to enforce the Regulations. The City of St. Catharines may, at their discretion, also monitor and enforce the roadways, fire routes, loading zones, and accessible spaces on University Property. Campus Security may also monitor and enforce when necessary.

Parking is enforced twenty-four hours a day, seven days a week. Parking on University Property in pay-per-use areas and metered parking is "paid parking" only. All vehicles parked on University Property must display a valid permit and/or permit and paid receipt as noted by signage.

Failure to comply with these Regulations may result in fines; the withholding of a degree or grades and/or the blocking of access to course registration; cancellation of parking privileges; and/or tow away and storage of the vehicle at the owner's risk and expense. The Regulations apply to all motorized vehicles, including but not limited to motorcycles, motor scooters, mopeds, and motorized bicycles, and are in effect for twelve (12) months of the year (including orientation, examinations and recess periods). Snowmobiles and all-terrain or off-road vehicles shall not be operated on University Property.

Parking Services reserves the right to reduce or suspend parking privileges or services usually provided in certain areas, during labour disruption, emergency disruption, special events, maintenance, or any other unforeseen disruption. Permit holders may, in certain circumstances, be required to park in an area other than their normal parking lot. Parking Services will make every effort to accommodate permit holders and will attempt to give reasonable notice to permit holders of such circumstances.

Unless otherwise posted, the speed limit on all main campus University roads including Hydro Road and Village Road is 40 km per hour. Speed limit on Ray Woodfield Drive is 30 km per hour.

Parking is permitted in designated areas only. No vehicle shall occupy a space in a parking lot other than within the limits set out by the lines, curbing, markers or signs. Parking on hatched marks will result in being ticketed and/or towed or having parking privileges suspended unless the hatched area is specifically signed as a loading/unloading area. The University having marked approved spaces is under no obligation to mark all areas where parking is prohibited.

Parking Services reserves the right to direct oversize vehicles and those with trailers to appropriate parking locations on campus where irregular sized vehicles can be accommodated. Additional parking costs may be incurred for oversized vehicles.

Persons who park in the designated pay-per-use areas, who by any means or method, fail to pay or avoid payment of the appropriate fees shall be ticketed and/or towed. Receipts purchased must be displayed properly and may only be used in the area purchased or the designated overflow lot, unless otherwise posted.

No vehicle shall be parked or remain parked in a metered parking space if the meter is out-of-order or if the meter has been hooded by a parking meter cover.

Parking fees still apply in controlled parking areas where gate arms may be raised or broken.

Any person or vehicle who gains improper access to or exit from a controlled or gated lot (for example, through "piggy backing" or "curb jumping") may be ticketed, towed and/or have their parking privileges suspended. Any person who, by any method, assists the driver of another vehicle to gain access to or exit from a controlled or gated lot, in contravention of these Regulations, may be ticketed, towed and/or have their parking privileges suspended.

The University shall not be responsible for any damage or loss to a motor vehicle, or its contents, however caused. Any damage or loss should be reported to Campus Security.

Every person operating a vehicle on University Property shall do so with due care and attention and with reasonable consideration for other persons on University Property.

If a vehicle is in need of repair or service and cannot leave campus it is the owners responsibility to notify Parking Services immediately and arrange for the vehicle to be removed from campus or risk being ticketed and/or towed at their expense.

Parking Allocation

Faculty, staff and students may purchase a parking permit on a term or annual basis, or may park in the designated pay-per-use areas. As designated by Parking Services, faculty and staff may purchase a parking permit for Zone 1, Zone 2 (lots T, U, V), Reserved (lots A and B), lot S, lot EA, lot M, lot L, lot MWS, Hamilton Campus and Special Reserved. Non-residence students may purchase a parking permit for Zone 1 or Zone 2 (lots T, U, V) or other special use permits determined by Parking Services.

Zone 1 and Zone 2 permits are on a "first-come first-served" basis. Thus, permit holders are NOT guaranteed a parking space at any time. On the occasion that Zone 1 reaches capacity, alternate parking space may be made available to permit holders. Permit holders of Zone 2 (lots T, U, V) are not guaranteed a parking space. Zone 2 permits are only valid in Zone 2 (lots T, U, V), therefore in the event of these lots being full, Zone 2 permit holders wanting to park on campus will be required to use other parking options including paying for parking in lot D – Visitor Parking, or paying for parking at meters and pay and display areas.

Residence students that require parking must purchase a residence parking permit for the academic year on a "first-come, first-served" basis. Residence permits are the only permits that allow overnight residence parking. Residence students living in DeCew, Vallee or Earp Residence may purchase a residence permit for lot M. Residence students living in either Lowenberger or Village Residence may purchase a residence permit for lot S. Residence students living in Quarry View Residence and Gateway Residence may purchase a permit to park in lot QV. Parking in the residence lots is not guaranteed to all residents.

Parking for motorcycles and other similar vehicles that require licensing through the Ministry of Transportation, requires the purchase of a parking permit and the registration of the license plate to the permit. Motorcycles and other similarly licensed vehicles may park in the designated motorcycle parking areas or in a regular parking space designated by their permit type (lot). Motorcycles may also park at pay-per-use parking spaces with proper payment. Motorcycle owners should keep valid pay receipts with them in order to present to Parking Services in the event they are ticketed. Motorcycles may be redirected from gate arm controlled lots to alternate parking on campus if there are safety concerns.

Electric bikes, electric scooters, mopeds, motorized bicycles or other similar vehicles that do not require licensing by the Ministry of Transportation do not require a parking permit however are required to park in designated bicycle rack parking. Visitors may park in designated areas on a pay-per-use basis. Cash, Flex dollar and credit card parking is available in lot D – Visitor Parking. Metered or pay-and-display parking is available along Flora Egerter Way, in front of Schmon Tower on Isaac Brock Blvd., in front of the Walker Complex and in Lots J, K, P E1 and E2, Q, C, S, QV and EA.

Overnight Parking

Students living in residence with a residence parking permit may park overnight in their designated lots (S, M, QV).

Otherwise there is no overnight parking on Brock University campus from 2:00 a.m. to 5:00 a.m. unless by permission of Parking Services.

Overnight parking for the study/social area (Plaza Building) is provided on the first row of Zone 1. Spaces marked accordingly are available on the east side of Egerter Way between the hours of 10 pm and 6:30 am. Valid permit holders displaying their permit may park there at no additional charge. Non-permit holders may park there from 10 pm - 6:30 am while displaying a valid \$7 pay receipt. All vehicles that are not displaying a Zone 1 permit holders must vacate these spaces by 6:30 am.

Accessible Parking

Faculty, staff or students who have an Ontario Ministry of Transportation Accessible parking permit may visit Parking Services to purchase an accessible Brock permit. Employees without an Ontario Ministry of Transportation Accessible permit with temporary accessible parking needs are advised to contact Human Resources. Students without an Ontario Ministry of Transportation Accessible permit with temporary accessible parking needs are advised to contact Student Development.

Brock University requires all visitors who display an Ontario Ministry of Transportation Accessible parking permit to also pay for parking and display a valid pay receipt.

Persons who display a Brock Accessible or an Ontario Ministry of Transportation Accessible permit may park in spaces identified as Accessible first and then if filled, can occupy a regular parking space in lots D, P, Reserved A, M, E, EA and Zone 1. Persons who display a Brock Accessible or Ontario Ministry of Transportation Accessible permit in lots K or Q may only park in spaces designated as Accessible and may not park in regular spaces in these lots. Persons who display a lot H Accessible parking permit are the only permit holders permitted to park in lot H

Accessible spaces. Parking outside of these regulations may result in ticketing and/or towing of the vehicle. Tickets issued for non-compliant parking in accessible spaces can be as high as \$300.00.

Loading and Unloading

Designated loading and unloading spaces for the purpose of “active” loading and unloading can be found at various locations on campus. These spaces are marked by signs and are the only areas in which loading and unloading is permitted. The vehicle must have the hazard lights on and when able, there should be a person waiting with the vehicle. Maximum loading and unloading time is fifteen (15) minutes. Failing to abide by these regulations will result in ticketing and/or towing of the vehicle.

Parking Permits

All parking permits (including but not limited to decals, placards, and hangtags) are issued by and remain the property of Brock University Parking Services. Parking permits may be purchased by employees, students, and approved groups. Parking permits are solely for the use of the person to whom they are issued, and valid only for the vehicle license plate(s) registered with Parking Services. Transfer by sale or exchange renders the permit invalid. Unauthorized use will result in permit confiscation, ticketing and/or towing. Vehicles displaying forged, altered, expired, or lost/stolen permits will be ticketed and/or towed.

Upon purchase of a parking permit and subsequent registration of a vehicle license plate, faculty, staff and students shall pay, or authorize to have deducted from salary or wages if permitted, the applicable parking fees. These permits may be purchased on a term or annual basis. Parking permits shall not be issued to any faculty, staff or student having unpaid parking fines. Parking permits will not be issued for those vehicle license plates having unpaid parking account balances.

Parking Services shall issue only ONE permit per applicant even though an applicant may register up to four vehicle license plates on a permit. Only one of the registered vehicles may be parked on University Property at any given time unless the other vehicle is parked in one of the designated pay-per-use areas (upon paying the required fee).

Permit holders are responsible for making themselves aware of the Parking Regulations, and shall be responsible for any violations and/or fees issued against any license plate(s) registered on their permit and/or account, regardless of the actual driver of the vehicle.

All permits displayed must be a valid Brock University permit. A parking permit shall be displayed and hung on the rearview mirror with the lot or zone and permit number facing outward, and must be clearly visible without any obstructions. Any exceptions to these permit display requirements must be authorized by the

Parking Services office. All expired permits should be removed from the vehicle.

Permit holders must park in the particular area assigned by the permit. Parking in an unauthorized area will result in ticketing and/or towing.

Responsibility for the safe-keeping of parking permits rests with the permit holder. Faculty, staff and students will be required to pay \$20.00 for any replacement permits.

It is the permit holders responsibility to ensure that the license plates of all vehicles that will be displaying their permit are registered or "linked" to the permit each year. License plates must be re-registered each time a permit is purchased. A maximum of four license plates can be registered to a permit. By doing so the permit holder accepts responsibility for all violations or fees charged against the license plates.

Permit holders who have forgotten their parking permit or are using a temporary vehicle, must notify the Parking Services office on the day of the occurrence, by emailing parking@brocku.ca or calling 905 688 5550 x 4309 and advising Parking staff in person or by voicemail with information including the vehicle license plate, make, model and location.

Once a permit holder registers a vehicle license plate with Parking Services, the license plate becomes registered to the permit holder's account. As such, permit holders must inform Parking Services of any changes in the information provided on their application, including but not limited to, change in vehicle, change in license plate, or change in contact information. An account holder must request, and receive approval by Parking Services, for the removal of a vehicle license plate from their account. A vehicle license plate may only be removed from an account when all violations and fees against that license plate have been paid.

Upon request, periodic account statements and relevant account information may be sent to parking account holders.

Violations, Fines and Penalties

Parking is enforced twenty-four hours a day, seven days a week. Parking on University Property is by permit or "paid parking" only, unless otherwise noted by Parking Services. Vehicles found in violation of the Regulations will be issued a ticket against the vehicle license plate. Violations must be paid in full within ten (10) business days from the date the ticket was issued, or parking privileges may be suspended. Payments can be made in person, on the parking web site, or mailed to:

Brock University,
 Parking Services - Theal House
 500 Glenridge Ave., St. Catharines, ON L2S 3A1
 E parking@brocku.ca
 W brocku.ca/parking

Parking Violations	Fine	Penalty
Parking in an area which is not designated as a parking area	\$25.00	Fine
Parking at a time-expired meter	\$25.00	Fine
Parking in a designated pay-per-use area without valid receipt for that area or date	\$25.00	Fine
Parking in a parking area without a valid permit for that area or date	\$25.00	Fine
Failure to properly display a permit	\$10.00	Fine
Submitting false information on registration form	\$100.00	Fine/Cancellation of parking privileges
Unauthorized use of a temporary permit	\$50.00	Fine
Failure to obey the directions of a member of Parking Services when engaged in controlling parking or traffic	\$50.00	Fine/Tow
Improper access to or exit from a controlled or gated lot	\$50.00	Fine/Tow/Cancellation
Assisting the driver of another vehicle to enter or exit from a controlled or gated lot, in contravention of the Regulations	\$50.00	Fine/Tow/Cancellation
Parking a suspended vehicle in a parking area	\$100.00	Fine/Tow/Cancellation
Obstructing University roads, traffic, loading areas, sidewalks, or building entrance or exit	\$25.00	Fine/Tow
Obstructing a dumpster	\$50.00	Fine/Tow
Obstructing a loading zone	\$25.00	Fine/Tow
Parking on landscaped areas	\$50.00	Fine/Tow
Parking in a Fire Access Route, obstructing a hydrant	\$50.00	Fine/Tow
Parking in a designated accessible parking area	\$300.00	Fine/Tow
Obstructing a designated accessible parking area	\$300.00	Fine/Tow
Parking a vehicle displaying a counterfeit or altered permit	\$100.00	Fine/Tow/Cancellation
Parking a vehicle displaying a lost or stolen permit	\$100.00	Fine/Tow/Cancellation
Non-Registered Vehicle Displaying Permit	\$25.00	Fine

Additional Penalties and Fees

Failure to pay violations in a timely manner and/or the accumulation of excessive unpaid violations will result in additional penalties including but not limited to; the withholding of a degree or grades and/or the blocking of access to course registration; suspension of parking privileges; towing at the owner's risk and expense; and/or referral of account to a collection agency.

The owner of the vehicle license plate is ultimately responsible for the payment of all violations issued against the vehicle license plate. In addition, when the owner is unknown, a fee to cover the cost of obtaining license plate owner contact information from the appropriate governmental body may be applied to the account.

Towing of Vehicles

In addition to any other fine, a vehicle may be towed away and stored at the owner's sole risk and expense. Towing may include relocation of the vehicle on University Property or removal from University Property, at the discretion of the Parking Services Managers. Towing may occur if the vehicle falls into one of the following categories:

- a obstructing traffic flow, parking maintenance or snow removal;
- b parking in a fire route;
- c creating a safety hazard;
- d triple parking;
- e known to be a repeat offender or under suspension;
- f excessive unpaid violations;
- g displaying a cancelled, lost, stolen or invalid parking permit;
- h parking on University roads, any walkway system, loading areas, landscaped areas, or areas with specific tow warning signs;
- i where the driver of a vehicle has failed to obey the directions of a member Parking Services or Campus Security; and the vehicle is parked in contravention of those directions;
- j deemed to be abandoned; and
- k parking illegally in a designated Accessible parking space.

Suspension of Parking Privileges

Vehicles for which parking privileges have been suspended are not allowed to enter or park on University Property for any reason.

Parking privileges may be suspended for one of the following reasons:

- a non-payment of fines;
- b repeat violations or obvious disregard of the Regulations;
- c supplying false information to obtain parking privileges;
- d misuse of parking permit;
- e using an altered, duplicated or otherwise unauthorized permit; or
- f by the determination of the Parking Appeals process.

Reinstatement of Parking Privileges

Parking Services may reinstate parking privileges provided that:

- a all outstanding fines and fees have been paid;
- b the period of cancellation has lapsed; or
- c all requirements for reinstatement as determined by Parking Services and the Parking Appeals process.

Appealing a Violation

All parking violation appeals will be reviewed by the Managing Director, Parking Services or designated alternate as required, to ensure it meets the criteria of a valid appeal. A valid appeal must be submitted online within 10 business days of the issue date. A valid appeal can only be based on the contention that the ticket was issued contrary to the Regulations or in error. Ignorance of the Regulations does not constitute grounds for an appeal.

Valid appeals will be assessed by the Appeals Ombudsperson with all decisions being final and binding. The Appeals Ombudsperson is appointed by the University and assists with the fair and expeditious resolution of appeals in an impartial, confidential and independent manner. The Ombudsperson may make recommendations to Parking Services with the goal to improve service, safety and education on behalf of the broader Brock Community.

Appellants must provide full contact information in order to be considered. Information gathered in the process of adjudicating an appeal is in accordance with the Freedom of Information and Protection of Privacy Act (FIPPA) for the administration of Parking Services and its programs and services.

The appellant will be notified of their appeal decision by letter. Decision of appeals will be noted on Parking Services records.

Hamilton Parking

The Regulations apply in part to the Hamilton campus parking areas, subject to the following:

Parking areas are monitored by the city of Hamilton By-Law Office by the authority of the City of Hamilton By-Law 89-75. Parking is enforced twenty-four hours a day, seven days a week.

Parking areas are closed (gates locked) when the building is not open. There is NO overnight parking on the Hamilton campus.

Faculty, staff and students shall either purchase a permit for designated parking areas or pay for parking in the pay-per-use areas. Parking is on a "first-come first-served" basis, permits do not guarantee a parking space.

Notes:

For inquiries, information regarding the Brock University Parking Regulations or for general parking information please contact:

BROCK UNIVERSITY PARKING SERVICES

905-688-5550 Ext: 4309

E parking@brocku.ca

W www.brocku.ca/parking