



# **PARKING AND TRANSPORTATION SERVICES**

## *RULES AND REGULATIONS*

*Effective date: 8/12/2024 through 8/10/2025*

## What's New in Parking This Year?

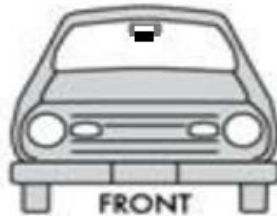
- 2024 - 2025 parking permits expire August 10, 2025
- ***Important change to credit card refund:*** Changes to our credit card processor site will cause credit card refunds exceeding 6 months from purchase date to be posted to the bursar.
- **Lake Carl Blackwell Permits:** additional permit types such Boat, PWC, Golf Cart and Motorcycle are now available online.

## PARKING PERMIT LOCATIONS

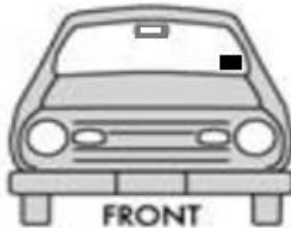
Hangtags should be suspended from the vehicle's rearview mirror with the entire permit visible through the front windshield outside the vehicle.

Transferable cling and permanently affixed permits shall be displayed in the lower left portion of the inside of the front windshield.

### All vehicles authorized to display the **Mirror Hang Tag Parking Permit**



### All vehicles authorized to display the **Transferable Cling Parking Permit**



SPECIAL GROUP PERMITS ISSUED BY OSU PARKING SERVICES SHOULD BE VISIBLE ON THE DASHBOARD, DRIVER SIDE OF THE VEHICLE.

MOTORCYCLE PERMITS ARE SELF-ADHERING AND MUST BE PERMANENTLY AFFIXED TO THE FRONT FORK OR THE REAR OF THE BIKE, AS CLOSE TO THE LICENSE PLATE AS POSSIBLE OR ON A WINDSHIELD IF AVAILABLE



**OKLAHOMA STATE UNIVERSITY**  
**PARKING RULES AND REGULATIONS**

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Oklahoma State University

Stillwater, OK74078

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Any vehicle parked on the campus of the University by an OSU student, faculty or staff must be currently registered with Parking Services of the OSU Department of Parking and Transportation Services.

An Oklahoma driver's license is not required for a non-resident student at Oklahoma State University who is at least sixteen years of age and possesses a valid license from his home state or home country. "International Licenses" (licenses which are not issued from one's home country) are not valid in Oklahoma. It is recommended that you obtain an Oklahoma license.

Every owner of a motor vehicle registered in the State of Oklahoma shall, at all times, maintain liability insurance on such vehicles in compliance with Oklahoma Statutes, Title 47, Section 7-601.

All OSU-Stillwater parking permits and registration decals, regardless of when they are issued, expire on the Sunday prior to the start of fall semester classes, with the exception of bicycle permits that expire on May 31st of each year. Updated permits and decals are required for each new academic year.

## **CITATION, BOOT AND TOW PROCEDURES**

The first four citations issued in an academic year (Fall and Spring Semester) will be issued at face value; Customers exceeding 4 citations in the academic year will be considered "habitual offenders" and will incur additional charges and/or actions: Citation five (5) and six (6) will increase \$50. Citations seven (7) through nine (9) will increase \$75 and may be booted. A person issued ten (10) or more citations will incur a fine increase of \$75 and their vehicle will be towed. Summer, between Spring graduation and August 1st, will accumulate separately.

Citations with face value of \$5 will not be subject to “habitual offender” escalations or actions, but will increase 50% on citations five (5) and six (6) and 100% on citations in excess of seven (7) for the academic year.

Rules, regulations and permit fees are subject to change and will take precedence over the printed material. Refer to website at [parking.okstate.edu](http://parking.okstate.edu) for updates.

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# Oklahoma State University

## PARKING AND TRAFFIC REGULATIONS

### **MISSION OF PARKING SERVICES**

At Oklahoma State University Parking Services our professional and responsive employees take pride in providing the University with a safe and efficient educational experience. Our goal is to offer parking choices, customer satisfaction, quality parking resources, as well as consistent and confidential enforcement.

### **GOAL OF PARKING SERVICES**

The goal of the OSU Parking Services is to provide convenient parking with simple and direct circulation which creates an overall positive experience for the user. The Parking and Transportation systems operate in an attractive, clean, safe, and secure environment.

### **SUMMARY**

Oklahoma State University is striving to make the campus aesthetically pleasing by removing unnecessary and redundant regulatory signs. It is also our intent to provide user friendly signs and signals. The University encourages everyone to take a positive, common sense approach to traffic and parking.

### **VISITORS**

It is required that visitors identify their vehicles when parking on campus by obtaining a Visitor permit. Visitor permits may be picked up at the OSU Parking Office 1006 West Hall of Fame, 7:30 am to 5:30 pm, Monday through Friday. Visitors must pay for any associated outstanding citations before they can purchase a visitor permit.

Hourly visitor parking is available at the Monroe Street Garage, Wentz Lane Garage and Fourth Avenue Garage on level one. Pay stations are located at each end of level one. Payment can be made by cash, coin or credit card. Additional parking is available at various parking meters throughout campus or at the Student Union Parking Garage (744-5240). Should a visitor receive a “failure to purchase” ticket, he/she will be expected to contact the OSU Parking Office for proper disposition of the ticket. Excessive violations for incorrect parking will not be excused. It is our wish to provide adequate parking for visitors to Oklahoma State University. However, we have an obligation to protect those parking privileges paid for by students and employees of the University.

Unless noted on the visitor permit, parking is not valid in reserved or restricted parking spaces (i.e., loading docks, disability spaces). Meters must still be paid. Visitor permits can be issued up to a maximum one week period.

Thank you for cooperating with our parking regulations.

## **SUMMARY OF PARKING SYSTEM**

Any motor vehicle parked on University property between the hours of 5:00 am and 5:00 pm, Monday through Friday, must display a valid OSU-Stillwater paid parking permit or pass. The color and type of permit indicates the area where the vehicle may be parked. Use of a motor vehicle on University property is a privilege, not a right, and is made available only under the policies established in the University Parking and Traffic Regulations manual currently in effect. Any vehicle driven or parked on the campus of the University by an OSU student or employee should be registered with the OSU Parking Services. Free registration of your bicycle with the OSU Parking Services is to your advantage in the event your bicycle is stolen or lost. When bicycles are recovered by the department, they are checked against bicycle serial numbers maintained in the registration files for return of bicycles to rightful owners.

# Oklahoma State University

## Parking and Traffic Regulations

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### **1. Beginning of Fall Parking Policy**

Staff, Faculty, Student lots, Monroe Street Parking Garage, Wentz Lane Garage, Fourth Avenue Garage, loading zones, fire zones, reserved spaces, traffic lanes, multi-space parking meters, and disability related spaces will be enforced all year round.

A two week grace period, beginning the week before the start of fall and spring semester classes and during the first week of fall and spring semester classes, will be given in student lots in order to allow time to purchase a permit. During the first week of classes, warning citations for failure to purchase a permit will be issued in student lots. Beginning the second week of classes during the fall semester and spring semester, citations should be issued as normal and parking regulations will be fully enforced.

### **2. Beginning of Spring Semester Policy**

Vehicles belonging to new Students enrolled in the spring semester will receive warnings for “Failure to Buy” the week before classes begin and during the first week of classes, to allow time to obtain a permit. Vehicles belonging to returning students or that have been cited or warned in previous semesters will be cited as normal.

### **3. Summer Parking Policy**

Staff/Faculty lots, Monroe Street Parking Garage, Wentz Lane Garage, Fourth Avenue Garage, loading zones, fire zones, reserved spaces, traffic lanes, and disability related spaces will be enforced all year round (summer & interim periods included). Due to low student population during the summer, student lots (green, silver, maroon, & orange zones) will be enforced as overflow zones, thus allowing anyone with a valid permit (except Park & Ride permits) to park in student lots. Student lots will be enforced as overflow until one week before school (rush week, no classes).

## **I. AUTHORITY TO CONTROL PARKING AND USE OF VEHICLES ON THE CAMPUS OF OKLAHOMA STATE UNIVERSITY**

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges have determined that reasonable rules and regulations governing the use of automobiles on OSU campus by employees, students, and visitors are necessary and shall be enforced by the University Police and Parking Services. Those portions of the rules applicable to employees shall be deemed part of their employment contract, and those portions of the rules applicable to students shall be a part of the regulations that govern students enrolled at OSU.

### **A. Philosophy and Attitude**

Oklahoma State University has a philosophy that traffic and parking regulations will be reasonable and expects persons to inform themselves of these rules and then to comply with them. Appropriate signs will be placed to aid persons in conforming to those rules.



## **B. Enforcement**

Failure of Parking Services or University Police to strictly enforce any parking regulations shall not be construed as a waiver for the future enforcement of the regulation. Traffic laws are enforced on campus by the OSU Police. Adjudication of traffic tickets and arrests are processed by the Payne County District Attorney with judicial review by a District Judge of Payne County. Parking rules and regulations are enforced on campus by OSU Police officers and OSU Parking Enforcement officers.

OSU parking violations for students, faculty, staff or visitors must be appealed online at [parking.okstate.edu](http://parking.okstate.edu) within 14 days from the date of the citation was issued.

## **C. Purpose**

The purpose of these regulations is to expedite the safe and orderly conduct of University business and to provide parking facilities in support of that function within the limits of available space.

## **II. DRIVER RESPONSIBILITY**

### **A. Finding Authorized Space**

The responsibility of finding an authorized space rests with the driver. Lack of space, mechanical problems, inclement weather, or other disabilities are not considered valid excuses for failure to comply with the traffic and parking regulations.

### **B. Space Availability**

A parking permit does not guarantee the holder a parking space, but only the opportunity to park within a specified area or areas. Drivers should be aware that spaces in prime locations tend to fill first. Late arrivals may find the perimeter lots to be the best choice for parking. Some of these lots are serviced by the OSU Transit System.

## **III. THE BUS**

### **A. OSU-Stillwater Community Transit**

OSU-Stillwater Community Transit provides transit service from 6:20 am to 10:30 pm, Monday through Friday, throughout the academic year. Two routes are available on campus during the day, and one route is used during the evening and summer sessions. Off campus, there are five routes during the day and one in the evening. These routes provide service to downtown, dining, and entertainment establishments (See locations on map). The stops may vary depending upon demand. The transit service has established, and posted in each bus, a set of rules pertaining to ridership. All bus routes are open to the public.

For information or updates, go to the transit website at [transit.okstate.edu](http://transit.okstate.edu) or call 405-744-2832.

### **B. OSU - Stillwater Community Paratransit**

OSU-Stillwater Community Transit offers a Paratransit service for curb-to-curb transportation of special needs passengers living in the Stillwater area within 3/4 mile of fixed route service. An application form for this service can be downloaded from the transit website or by contacting the transit services office at 744-2832.

### **C. The BOB Stillwater-Tulsa Shuttle**

OSU offers a shuttle service linking Tulsa campus area with the Stillwater campus. Shuttles run nine times a day between Tulsa and Stillwater. The shuttle is affectionately known as BOB, the Big Orange Bus. One-way ticket prices for students are \$7.50. Faculty and staff are \$13.00. Reservations can be made online at <https://shuttle.okstate.edu>, or in Tulsa at the North Hall Information Center at 918-594-8332 or in Stillwater at the Shuttle office located at 1006 West Hall of Fame or by contacting the shuttle office at 405-744-7100. All bus routes are open to the public.

## IV. REGISTRATION OF VEHICLES

All vehicles parked on campus are required to be registered with Parking Services. To register your vehicle online go to [parking.okstate.edu](http://parking.okstate.edu) and add the vehicle to your parking account. You may also register your vehicle at the Parking Office at 1006 W. Hall of Fame. A registration transferable cling permit is available, free of charge, from the parking office for any vehicle that may be driven on campus after enforcement hours. This permit is valid from 4:30 pm to 8:15 am, Monday through Friday. Failure to register your vehicle may result in additional charges being applied to your parking account should Parking Services need to research ownership to assign parking fines.

**Failure to Register Disability placard/license plate.** All vehicles displaying a government issued Disability placard or license plate, must be registered and verified with OSU Parking Services. Failure to register the placard/license plate may result in a \$40 ticket.

All registered vehicles will have a Parking Account and subsequent OSU Bursar account to apply fines and charges. Parking Services will hold all citations on the Parking system for 14 days, after which the charges will be sent to the Bursar account. Any charges or credits posted to the bursar from OSU Parking service will need to be disputed within a 90-day period from date of posting. Failure to contact us before the end of this time frame will assume you agree with the amounts, and we will not make any adjustments. Citations are still limited to the 14-day appeal time frame.

# V. REGISTRATION OF VEHICLES BY PURCHASE OF PERMIT

## A. Students

### 1. Off-Campus Students

Off-campus students who wish to park a vehicle on campus during enforcement hours must purchase a permit. Cling permits can be transferred between vehicles, but not drivers. Students are allowed only one permit. Off-campus students do not qualify for a residence hall permit.

OSU-Tulsa/OKC students who are on campus for only one day are required to purchase a one day permit.

### 2. Residence Hall Students

Students living in the residence halls may only have one car on campus at any given time and must purchase a permit. Cling permits can be transferred between vehicles, but not drivers. They are only for the parking lots assigned to their halls and the perimeter lots required to accommodate the overflow. Students are allowed only one permit and do not qualify for a commuter permit. The only garage available to residence hall students is the Wentz Lane Parking Garage.

### 3. Residence Hall Visitors

Residence Hall students are required to inform their visitors to obtain a visitors pass during parking enforcement hours (5:00 am to 5:00 pm, Monday through Friday). Visitor permits may be obtained from the OSU Parking Office between the hours of 7:30 am and 5:30 pm, Monday through Friday.

## 4. Graduate and Undergraduate Students

Undergraduate and graduate students DO NOT qualify for staff or faculty parking permits. Daily, weekly, and monthly permits are available for purchase at the Parking Office. Permits are non-refundable.

### B. Family Housing & Graduate Student Housing

1. All residents of Family Housing (FH/FGSH) with a vehicle must register their vehicle and purchase a parking permit online yearly. University Family Housing permits are valid in only designated Family Housing Lots and overflow lots during regular semester enforcement. Family Housing parking spaces are enforced 24 hours per day. Family Housing residents must register their vehicles every year. Vehicles that are non-operational or have a black sticker on the license plate are not allowed to park on campus.
2. Family Housing residents do not qualify for a commuter permit.
3. Only two permits will be issued to a resident unit, one per vehicle, unless special arrangements are approved by Parking Services.

### C. Employees

The term “employee” used herein shall mean all employees of the University including faculty, staff, administrative personnel, and all other persons similarly associated with the University.

1. All employees are required to purchase a parking permit if they wish to park at OSU during enforcement hours, 5:00 am to 5:00 pm, Monday through Friday. Staff permits are valid only in designated staff parking lots; they are not valid in any student or faculty lot. Only one paid permit per employee will be allowed.
2. An applicant must have the correct position number assigned by his/her department to purchase a staff permit.
3. A faculty permit is available to faculty or staff who qualifies for this type of permit. For faculty, only those holding academic rank of halftime instructor or above, approved by Office of the Vice President

for Administration and Finance, are eligible for this permit. For staff, only those approved by the Office of the Vice President for Administration and Finance or are by title or position of director or above are eligible. These permits are valid in any legal parking space in any parking lot on campus, except reserved, the USDA parking lot, disability, vendor, Facilities Management, Monroe Street Garage, Wentz Lane Garage and Fourth Avenue Garage. Only one paid permit per employee will be allowed.

4. OSU-Tulsa/OKC faculty/staff or students who are employed or take classes at the Stillwater campus must purchase an OSU Stillwater permit.

OSU-Tulsa/OKC faculty/staff who are on campus for only one day are required to purchase a one day permit.

## **D. Retiree**

When a person retires with 20 years or more of consecutive OSU Stillwater service and 20 consecutive years of obtaining an OSU parking permit, purchased through the Department of Parking and Transportation Services, he/she is entitled to receive a retiree parking permit. The retiree permit is issued at NO COST and is limited to his/her personal use. Should the person return to work for the University at half time status or more, the retiree status will be forfeited. A regular permit must be purchased at that time.

Employees with 20 or more years of total service at OSU Stillwater that are re-employed at OSU working on OSU campus under a third-party contractor status are not eligible for a retiree permit. Should they no longer work for the third-party contractor, then they would be eligible for a retiree permit again.

A retiree who has worked less than 20 years of consecutive service upon retirement to OSU Stillwater will be eligible to purchase a staff permit at the current permit price.

Retirees must pick up their parking permit at Parking Services, as they cannot be mailed or ordered online. Retiree permits are available for pickup beginning the last week of July each year.

## **E. Motorcycles**

Motorcycles, motor-propelled bicycles, and scooters must display parking permits. Special parking areas are provided. Parking such vehicles in any regular automobile space, parking lot, campus street, planted area, undeveloped area, sidewalk, or bicycle rack is prohibited.

Motorcycle parking is permitted in designated motorcycle parking spaces located on level three in the Monroe Street Garage, on levels 2 & 3 of the Wentz Lane Garage, and on level three of Fourth Avenue Garage. Garage motorcycle permits are required.

Motorcycle parking is permitted in any legal permitted parking space in any overflow lot if motorcycle parking spaces are full. Motorcycle parking is permitted in any regular automobile space in any staff surface lot from 5:00 pm until 5:00am, Sunday through Friday, except for game day parking. Visit the Parking website at [parking.okstate.edu](http://parking.okstate.edu) to view motorcycle parking locations. Motorcycle permits are available online.

Motorcycle permits are self-adhering and must be permanently affixed to the front fork or the rear of the bike, as close to the license plate as possible

## **F. Vendors**

All companies doing service-type business with the University on a regular basis which require parking on the campus are required to have a parking permit. This is a special parking permit and allows the holder parking privileges in vendor spaces and any other legal space, except for the Monroe Street and Wentz Lane Garage where parking is prohibited, unless paying at metered space. Application for such a permit must be made in writing on company letterhead and renewed annually to the OSU Parking



Office. Vendors are not allowed in any reserved space, disability space without registering a qualifying state disability placard with Parking Services, or meter space (without paying the meter).

It is prohibited to display a vendor permit while attending class at OSU. The vendor permit is only to be used while doing service type business with the University. Misuse of permit may result in parking fines and/or loss of parking privileges.

## **G. Construction Contractor Parking**

Parking and Transportation Services welcomes contractors to campus and offers permits which are purchased for an annual period. (If the construction period is completed prior to the annual period of the permit the permit can be returned to Parking Services to receive a pro-rated refund.) Regardless of the parking area, all contractors are required to purchase and display an OSU permit or park at a meter and pay the meter fee while conducting business at the University. Contractors wishing to reserve spaces in a lot will be charged \$1.00 per space per day. Permits may be applied for at the OSU Parking Services office, 1006 West Hall of Fame. Contractor parking will be assigned by Parking Services.

## **H. Faculty/Staff Carpooling**

The transferable cling parking permit makes carpooling easy. A parking permit can be displayed in any vehicle within the carpool as long as the registered person is along. If the group disbands, individual permits must be obtained. Carpoolers may park in any staff, overflow or staff carpool reserved space. Please refer to the Parking website at [parking.okstate.edu](http://parking.okstate.edu) for instructions on carpooling.

## **I. Student Carpooling**

The transferable cling parking permit makes carpooling easy. A parking permit can be displayed in any vehicle within the carpool as long as the registered person is along. If the group disbands, individual permits can be obtained. Student carpoolers may park in any commuter green, commuter

silver, overflow lot or student carpool reserved space. Please refer to the Parking website at [parking.okstate.edu](http://parking.okstate.edu) for instructions on carpooling.

## J. Park and Ride Permit

The Park & Ride permit is a less expensive alternative permit that allows commuter students, staff, and faculty to park in lot 120. Transportation to the core area of campus will be available on THE BUS transit system. The Park & Ride permit is only valid for lot 120, all other lots, including overflow and summer policy periods, are not available for this permit.

## K. Parking Garages

### 1. Monroe Street Garage

The parking garage is designated for specific permit types and hourly visitor parking. Allowed permit types: Employee Monroe Garage (EMG), Commuter Monroe Garage (CMG), Resident Monroe Garage (RMG), Disability Monroe Garage (DMG), and Motorcycle Garage. Pay by Plate hourly metered parking is available on the first floor with numbered spaces. The parking garage spaces are for automobiles. Motorcycles must park in designated motorcycle areas only. Trailers, bicycles, mopeds, scooters (motorized or unmotorized), skates or skateboards are prohibited in the garage, steps, and ramps. Rappelling and climbing is prohibited. Automobiles must be parked within the boundaries of the authorized parking space. Permit holders should be aware that at certain times their assigned area or space may not be available. These times include, but are not limited to, days when special events bring visitors to the campus such as home football games or graduation. With the exception of **Resident Monroe Garage (RMG)** permits, the garage must be cleared at midnight daily — overnight parking is not allowed for CMG or EMG permits. Permit holders are not necessarily guaranteed a parking space; however, parking is still available in any overflow lot. Motorcycle parking is allowed in designated motorcycle spaces located on level three of the parking garage.

Motorcycle garage permits are required. Motorcycle parking is still available in any surface lot in designated motorcycle parking spots.

A limited number of permits will be sold online under each designated permit type on a first come, first served basis. Employee reserved parking spaces may be purchased and will allow parking in a specific reserved spot from 5 am–5 pm, Monday through Friday. Reserved spaces must have prior approval from the Director of Parking and Transportation Services.

Hourly metered parking is available on the first floor in numbered spaces with pay stations located on the East and West ends of level one. Payment can be made by cash, coin, credit card, or debit card. Exact change is required. No money can be returned or refunded once payment has been inserted.

Customers can pay for metered parking with their cell phone using ParkMobile’s native mobile application. To use the ParkMobile system, customers can pre-register for free at [www.parkmobile.com](http://www.parkmobile.com). It is the sole responsibility of the customer to enter correct information at pay stations or ParkMobile App. Citations resulting from customer entry errors, or failure to park in correct parking spaces, will not be canceled or a refund given. No inclement weather or special event parking without designated garage permit. Garage is enforced 24 hours per day, seven days a week, holidays included.

No inclement weather or special event parking without **designated garage permit**.

## 2. Wentz Lane Garage

Employee Wentz Lane Garage permits only allow parking in the Wentz Lane Garage or overflow parking areas and are a single permit type with an “E” on the permit. Employee parking is available on level 1 and level 2. Level 2 Faculty/Staff parking is marked with an “E” painted on the surface to indicate “Employee” parking area on level 2. Student Wentz Lane Garage permits only allow parking in the Wentz Lane Garage or overflow parking

areas and have an “S” on the permit. Student parking is available on level 2 through level 4; all student parking on level 2 is located on the south and west side.

Hourly metered parking is available on the first floor in numbered spaces with pay stations located on the East and West ends of level one. Payment can be made by cash, coin, credit card, or debit card. Exact change is required. No money can be returned or refunded once payment has been inserted.

Customers can pay for metered parking with their cell phone using ParkMobile’s native mobile application. To use the ParkMobile system, customers can pre-register for free at [www.parkmobile.com](http://www.parkmobile.com). It is the sole responsibility of the customer to enter correct information at pay stations or ParkMobile App. Citations resulting from customer entry errors, or failure to park in correct parking spaces, will not be canceled or a refund given. No inclement weather or special event parking without designated garage permit. Garage is enforced 24 hours per day, seven days a week, holidays included.

No inclement weather or special event parking without designated garage permit.

### **3. Fourth Avenue Garage**

The parking garage is designated for specific permit types and hourly visitor parking. Permit types allowed in the garage are staff garage, faculty garage, commuter student silver garage, disability garage, motorcycle garage and pay by space metered hourly parking. The parking garage spaces are for automobiles and motorcycles only. Trailers, bicycles, mopeds, scooters (motorized or un-motorized), skates or skateboards are prohibited in the garage, steps, and ramps. Rappelling and climbing is prohibited.

Automobiles must be parked within the boundaries of the authorized parking space. Permit holders should be aware that at certain times their assigned area or space may not be available. These times include, but are not limited to, days when special events bring visitors to the campus such

as home football games or graduation. The garage must be cleared at midnight daily — overnight parking is not allowed.

Motorcycle parking is allowed in designated motorcycle spaces located on level three of the parking garage. Motorcycle garage permits are required.

Motorcycle parking is still available in any surface lot in designated motorcycle parking spots.

A limited number of permits will be sold online under each designated permit type on a first come first serve basis. Employee reserved parking spaces may be purchased and will allow parking in a reserved spot from 5 am–5 pm, Monday through Friday. Reserved spaces must have prior approval from the Director of Parking and Transportation Services.

Hourly metered parking is available on the first floor in numbered spaces with pay stations located on the South and North ends of level one. Payment can be made by cash, coin, credit card, or debit card. Exact change is required. No money can be returned or refunded once payment has been inserted.

Customers can pay for metered parking with their cell phone using ParkMobile's native mobile application. To use the ParkMobile system, customers can pre-register for free at [www.parkmobile.com](http://www.parkmobile.com). It is the sole responsibility of the customer to enter correct information at pay stations or ParkMobile App. Citations resulting from customer entry errors, or failure to park in correct parking spaces, will not be canceled or a refund given. No inclement weather or special event parking without designated garage permit. Garage is enforced 24 hours per day, seven days a week, holidays included.

No inclement weather or special event parking without designated garage permit. Garage is enforced 24 hours per day, seven days a week, holidays included.

*OSU Department of Parking and Transportation Services assumes no responsibility for loss of or damage to private property. Therefore, all unattended vehicles parked in the garage should be locked.*

*Vehicles parked in violation of these rules may be ticketed or removed at the vehicle owner's expense. Parking Services reserves the right to refuse the allocation of a garage space to oversized vehicles or to relocate any vehicle in the garage when deemed necessary.*

## VI. PARKING ZONE ASSIGNMENTS AND PERMITS

### A. Permit Effective and Expiration Date

It shall be the responsibility of each student and employee to purchase a parking permit if such student or employee desires to park in any permit area described as “paid parking.”

Parking permits are valid from the date purchased through the Sunday prior to the start of fall semester classes, except for bicycle permits that expire on May 31st of each year. Permits may be purchased according to the permit cost table.

### B. Daily permits

Daily permits may be purchased for a fee of \$4.00 daily, \$12.00 weekly and \$36.00 monthly. Permits are non-refundable.

### C. Refunds

A person desiring a refund on a paid parking permit may do so by surrendering the permit to the OSU Parking Office. Refunds are pro-rated according to date returned. Permits applied for, but not used, are subject to the same prorated schedule. Refunds will be given according to prorated refund schedule. No refunds issued after April 30<sup>th</sup>.

***Important change to credit card refund:*** Refunds to credit card transactions older than 6 months from purchase date can be posted to the Bursar account only.

## D. Permit Types/Assignments

Table 1. Permit Type and Assignments

Permit Type		Parking Zone Assignment	
A	PR	Park And Ride	
B	OZ	Orange	Residence Hall (Orange): Bennett Hall
	RH	Maroon	Residence Hall (Maroon). Iba, Kerr, Drummond, Jones and Patchin Suites, Wentz, Stout, Parker, Kamm and Peterson–Friend Apartments, Morsani–Smith, Sitlington, Young, Davis, Bost, Zink–Allen Suites, and The Village, Morrison, University Commons
	FH	White	University Housing, Brumley
C	GZ	Green	Green Commuter Lots
	SZ	Silver	Silver Commuter Lots
	SF	Dark Blue	All Staff lots, except 35/36 and Parking Garages
	F/A	Gold	All surface lots, except Parking Garages
	AT	Black	
	DS	Red	
<b>Parking Garage Permits</b>			
D	E4G		Employee Fourth Avenue Garage, Fourth Avenue Garage and OverFlow only
	S4G		Commuter Fourth Avenue Garage, Fourth Avenue Garage and and OverFlow only
	D4G		Disability Fourth Avenue Garage, all lots
	M4G		Motorcycle Fourth Avenue Garage
E	EMG	Blue	Staff Monroe Street Garage, all SF surface lots, OverFlow only
	CMG	Silver	Commuter Monroe Street Garage and OverFlow only
	DMG	Red	Disability Monroe Street Garage, all lots
F	E		Employee Wentz Lane Garage, Wentz Lane Garage and Overflow only
	S		Student Wentz Lane Garage and overflow only
	DWG		Disability Wentz Lane Garage, all lots



## E. Permit Prices

Motorcycle, Vendor and University Vehicles are listed separately in tables 4 and 5.

**Table 1. Permit Price**

		Permit Price				
Month Purchased		Permit Type* (Please refer to table 1, Permit Type and Assignment)				
	A	B	C	D	E	F
	Park and Ride	RES Hall Family Housing	Faculty/ Admin Staff Commuter	Fourth Avenue Garage	Monroe Street Garage	Wentz Lane Garage
August	\$79.00	\$135.00	\$163.00	\$344.00	\$241.00	\$404.00
September	\$79.00	\$135.00	\$163.00	\$344.00	\$241.00	\$404.00
October	\$71.10	\$121.50	\$146.70	\$309.60	\$216.90	\$363.60
November	\$63.20	\$108.00	\$130.40	\$275.20	\$192.80	\$323.20
December	\$55.30	\$94.50	\$114.10	\$240.80	\$168.70	\$282.80
January	\$47.40	\$81.00	\$97.80	\$206.40	\$144.60	\$242.40
February	\$39.50	\$67.50	\$81.50	\$172.00	\$120.50	\$202.00
March	\$31.60	\$54.00	\$65.20	\$137.60	\$96.40	\$161.60
April	\$23.70	\$40.50	\$48.90	\$103.20	\$72.30	\$121.20
May	\$15.80	\$27.00	\$32.60	\$68.80	\$48.20	\$80.80
June	\$8.00	\$14.00	\$17.00	\$35.00	\$25.00	\$41.00
July	\$8.00	\$14.00	\$17.00	\$35.00	\$25.00	\$41.00

**Table 2. Permit Refund**

		<b>Permit Refund</b>				
<b>If returned</b>	<b>Permit Type*</b> <b>(Please refer to table 1, Permit Type and Assignment)</b>					
	A	B	C	D	E	F
	Park and Ride	RES Hall Family Housing	Faculty/ Admin Staff Commuter	Fourth Avenue Garage	Monroe Street Garage	Wentz Lane Garage
By August 31	\$71.10	\$121.50	\$146.70	\$309.60	\$216.90	\$363.60
By September 30	\$71.10	\$121.50	\$146.70	\$309.60	\$216.90	\$363.60
By October 31	\$63.20	\$108.00	\$130.40	\$275.20	\$192.80	\$323.20
By November 30	\$55.30	\$94.50	\$114.10	\$240.80	\$168.70	\$282.80
By December 31	\$47.40	\$81.00	\$97.80	\$206.40	\$144.60	\$242.40
By January 31	\$39.50	\$67.50	\$81.50	\$172.00	\$120.50	\$202.00
By February 29	\$31.60	\$54.00	\$65.20	\$137.60	\$96.40	\$161.60
By March 31	\$23.70	\$40.50	\$48.90	\$103.20	\$72.30	\$121.20
By April 30	\$15.80	\$27.00	\$32.60	\$68.80	\$48.20	\$80.80

**Table 3. Motorcycle, Vendor and University Vehicle Permit/Price**

Month Purchased				
	MC	MG	UV	Vendor
August	\$30.00	\$70.00	\$54.00	\$268.00
September	\$30.00	\$70.00	\$54.00	\$268.00
October	\$28.00	\$64.00	\$49.00	\$247.00
November	\$26.00	\$58.00	\$44.00	\$226.00
December	\$24.00	\$52.00	\$39.00	\$205.00
January	\$22.00	\$46.00	\$34.00	\$184.00
February	\$20.00	\$40.00	\$29.00	\$163.00
March	\$18.00	\$34.00	\$24.00	\$142.00
April	\$16.00	\$28.00	\$19.00	\$121.00
May	\$14.00	\$22.00	\$14.00	\$100.00
June	\$12.00	\$16.00	\$10.00	\$79.00
July	\$10.00	\$10.00	\$10.00	\$58.00

**Table 4. Motorcycle, University Vehicle and Vendor Refund**

If returned				
	MC	MG	UV	Vendor
By August 31	\$26.00	\$62.00	\$44.00	\$236.00
By September 30	\$26.00	\$62.00	\$44.00	\$236.00
By October 31	\$23.00	\$54.00	\$39.00	\$206.00
By November 30	\$20.00	\$47.00	\$34.00	\$179.00
By December 31	\$17.00	\$41.00	\$29.00	\$154.00
By January 31	\$14.00	\$35.00	\$24.00	\$132.00
By February 29	\$12.00	\$30.00	\$19.00	\$112.00
By March 31	\$10.00	\$26.00	\$14.00	\$95.00
By April 30	\$8.00	\$23.00	\$9.00	\$80.00

## **VII. PROCEDURE FOR OBTAINING AND DISPLAYING A UNIVERSITY PARKING PERMIT**

New faculty or staff temporary permits, vendor, disability, university vehicle, carpooling, retiree, construction, registration, permanently affixed or special permits must be purchased at the OSU Parking Office, 1006 West Hall of Fame.

Staff, faculty, students and bicyclists must purchase their permit online at [parking.okstate.edu](http://parking.okstate.edu). Kiosks are provided at the OSU Parking office for online permit purchases.

### **A. Obtaining a Permit**

Purchase your permit online at [parking.okstate.edu](http://parking.okstate.edu)

On the front page, select PARKING PORTAL(PURCHASE A PERMIT) and log in with your O-Key email address and password. If you have forgotten your password, follow the additional links on the page. Enter in all required information in the fields provided. Your new permit will be mailed to the address you provided.

Online purchases will have the option to print a temporary permit that will allow parking for a ten-day period; a permanent permit will be mailed to your address within the seven-day period.

If your permit is not received within the ten-day period, please come by the Parking office located at 1006 West Hall of Fame to report a lost permit.

#### **1. Off-Campus Students**

- a. Each student is allowed one paid parking permit. The permit is a transferable cling, designed to be displayed to the lower left corner on the inside of the vehicle's windshield. Permanently affixed permits are available in-house only and are designed to be permanently affixed to the lower left corner on the inside of the vehicle's windshield.

- b. Online purchases will be charged to your OSU bursar account by default unless Credit Card or Web Check are selected.
- c. Off-campus students do not qualify for a Residence Hall permit.

## 2. Residence Hall Students

- a. You must be assigned to a residence hall before a permit can be granted. Sorority or fraternity housing students do not qualify for a residence hall permit, contact Parking Services if this is the only option given.
- b. Each student is allowed one paid parking permit. The permit may be a transferable cling, designed to be displayed to the lower left corner on the inside of the vehicle's windshield. Permanently affixed permits are available in-house only and are designed to be permanently affixed to the lower left corner on the inside of the vehicle's windshield.
- c. Online purchases will be charged to your OSU bursar account by default unless Credit Card or Web Check are selected.
- d. Residence Hall students do not qualify for Commuter Student permits.

## 3. Faculty and Staff

- a. Each employee is allowed only one paid parking permit. The permit may be a transferable cling, designed to be displayed to the lower left corner on the inside of the vehicle's windshield. Permanently affixed permits are available in-house only and are designed to be permanently affixed to the lower left corner on the inside of the vehicle's windshield.

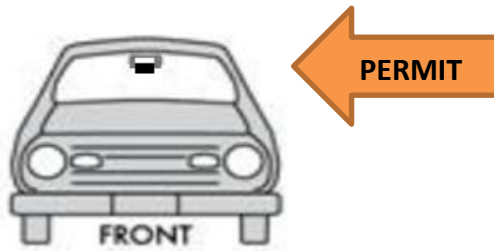
To accommodate new employees that have not yet been issued an I.D. card, a copy of the employment action form (EA) from the department will be accepted and will need to be presented at the Parking Office for a temporary permit until the employee is in the OSU system. Faculty/Staff may pay for permits by credit card, web check or payroll deduction. In order to avoid extending the deduction over the fiscal year, the number of available monthly payroll deductions is reset monthly at the 5<sup>th</sup> of each month.

Payroll Deduction Plan	Permit Purchase Cut-Off Dates
One Time Deduction	Any time during online permit sales
11-Month Deduction	September 5
10-Month Deduction	September 6 to October 4
9-Month Deduction	October 5 to November 3
8-Month Deduction	November 4 to December 4
7-Month Deduction	December 5 to January 4
6-Month Deduction	January to February 4
5-Month Deduction	February 5 to March 4
4-Month Deduction	March 5 to April 4
3-Month Deduction	April 5 to May 3
2-Month Deduction	April 5 to May 3
1-Month Deduction	May 4 to June , July

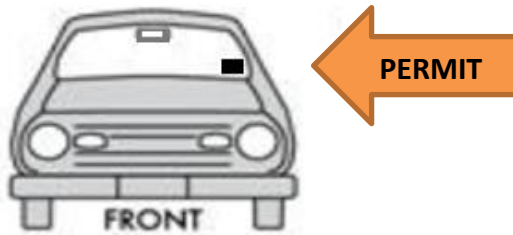
## B. Displaying a Permit

All students, faculty, or staff members who park an automobile or motorcycle on campus must display a valid current year OSU permit only. All permits expire on the Sunday prior to fall classes beginning each year and bicycle permits that expire on May 31st of each year. All expired permits must be removed from the vehicle.

1. All Hang Tag Parking Permit should be suspended from the vehicle's rearview mirror with the entire permit visible through the front windshield outside the vehicle.



2. All transferable cling and permanently affixed permits shall be displayed in the lower left portion of the inside of the front windshield.



3. Motorcycle permits are self-adhering and must be permanently affixed to the front fork or the rear of the bike, as close to the license plate as possible.
4. Special Group Permits Issued by OSU Parking Services should be visible on the dashboard, driver side of the vehicle.
5. University vehicle permits are permanent type permits and will be displayed in the lower left corner of the front windshield for as long as the vehicle is owned by the University. Permanently affixed parking permits are not transferable to another person or vehicle.
6. Transferable parking permits are transferable only between vehicles and not individuals.



7. Only one OSU permit can be displayed. Displaying more than one OSU permit, regardless of expiration or type, may result in an “improperly affixed permit” citation and responsibility will be assigned to the priority owner of record.

### **C. Wrongful Use of Permit**

1. Any person who gives, sells, or otherwise transfers ownership or parking privileges of a parking permit, or transfers a permanently affixed permit from one vehicle to another shall be guilty of wrongful use of a permit and shall be fined \$50.00 plus forfeiture of their parking privileges and a \$75.00 boot release fee.
2. Any person who reports a permit lost, stolen, or destroyed, but later finds that permit, must return it to the OSU Parking office. Should the owner accidentally or intentionally use the permit to park on campus, he/she shall be guilty of wrongful use of a permit and shall be fined \$50.00 and a \$75.00 boot release fee.
3. Any person who buys or in any manner accepts ownership of, or use of, a parking permit issued to another person shall be guilty of wrongful use of a permit and shall be fined \$50.00, plus forfeiture of their parking privileges and a \$75.00 boot release fee.

### **D. Possession of Lost, Stolen, or Destroyed Permit**

Any person who finds a lost, stolen, or destroyed permit, or in any manner gains possession of said permit and uses that permit for parking on campus, is guilty of possession of a lost, stolen, or destroyed permit and shall be fined \$50.00. Since the lost, stolen, or destroyed permit is invalid, the person is also guilty of failing to display a valid permit and shall be fined \$35.00. In addition to the above fines, the person’s vehicle will be impounded at the driver’s/owner’s expense and the permit will be recovered.

### **E. Lost In Mail Permits**

Online permit purchases will have the option to print a temporary permit that will allow parking for a ten (10) day period; a paid permit will be

mailed to your address within the ten (10) day period. If the paid permit is not received prior to the expiration date; contact Parking Services office immediately. Failing to contact the Parking office for a replacement permit within ten (10) business days after the temporary permit has expired will result in a \$10.00 permit replacement fee. Citations received after the ten (10) day grace period for "Failure to Purchase" will not be canceled, reduced or appealable and will be the responsibility of the customer.

## **F. Forged or Altered Parking Permit/Citation/or Parking Instruments**

Any permit, citation or parking instrument that has been changed in any manner, either by changing the color, by changing the zone designation or numbers, or by drawing, copying or otherwise imitating an official OSU Parking Permit, Citation or Parking Instrument shall be deemed to be a forged or altered.

Any person who has in his/her possession any official OSU Parking Permit, Citation or Parking Instrument that has been changed in any manner stated above shall be deemed to be in possession of a forged or altered permit, citation or parking instrument and shall be fined \$50.00. In addition to the above fine, the person's vehicle will be impounded at the driver's/owner's expense and the permit will be recovered plus forfeiture of his/her parking privileges.

## **G. Failure to Display Valid Permit**

When a person who has purchased a parking permit receives a parking ticket for Failure to Purchase a Valid Permit, the person should call the OSU Parking Office or take the ticket in person to the OSU Parking Services office, 1006 West Hall of Fame. If the person has a valid permit for the lot where the citation was written, the citation can be reduced to \$5.00 for Failure to Display. If the person has a valid permit but is not for the lot where the citation was written, the citation can be reduced to \$20 Wrong Zone parking. Any reduction of a citation is purely to make a more customer-friendly environment and is provided as a courtesy to our

customers; It is not a mandatory reduction. If a supervisor or clerk deems a customer as not eligible for this reduction, then the customer will be referred to appeals. This decision could be because of excessive citations, or abusive attitude towards staff.

## **H. Substitute/Temporary Vehicle Permits**

Temporary permits are available at no cost Monday through Friday, 7:30 am to 5:30 pm, at the OSU Parking Office, to employees and students who have a paid parking permit. Up to four five-day permits per semester may be issued to be used in the event the employee or student's OSU registered vehicle is being repaired or is unavailable.

## **VIII. SPECIAL PERMITS AND SPECIAL PARKING**

### **A. Meter Parking**

Metered parking is provided for persons having temporary business on campus. Single space meters on campus are enforced 7:30 am to 5:00 pm, Monday through Friday. Multi-space and single space meters at the Colvin Center (Lot 80 & 73), Monroe Street Garage (Lot 110G), Wentz Garage (Lot 141G), and the Fourth Avenue Garage (Lot 112G) are enforced 24 hours, 7 days a week. Vehicles parked at expired meters may be ticketed once every thirty (30) minutes and are subject to impound. Parking at a failed meter is prohibited and resulting citations are non-appealable. To report a meter that is broken, contact 744-6525, and identify the location and meter number found on the meter. It is the sole responsibility of the customer to enter correct information at pay stations. Citations resulting from customer entry errors, or failure to pay for correct parking spaces, will not be canceled or refund given.

### **B. Colvin Center**

Metered parking is provided in lots 73 & 80 for persons using those facilities. Meters are enforced 24 hours a day, 7 days per week including special events and holidays. Parking at a failed meter is prohibited and resulting citations are non-appealable. To report a meter that is broken, contact 744-6525, and identify the location and meter number found on the meter.

Hourly Parking is available in lot 80 with pay stations located on the north side of the lot. Payment is made by cash, coin, credit card or debit card. Exact change is required. Once payment has been inserted; no money can be returned or refunded.

Staff and motorcycle designated areas are enforced 24 hours a day, 7 days per week including special events and holidays.

## C. Disability Parking

1. Disability parking is provided at designated disability parking spaces or any regular space in a surface parking lot. Disability parking in a garage requires a garage disability permit for that garage. OSU Disability permits are available to eligible students, staff, and faculty on a yearly or temporary basis. Disability spaces are enforced 24 hours per day, 7 days a week. Any unauthorized vehicle parked in a space designated for disability parking is subject to fine and may be immediately towed from campus at the expense of the vehicle owner.
2. To qualify for the annual OSU Disability permit, you must have a state issued disability placard. It must be registered with OSU Parking prior to parking on campus. Students, staff, and faculty may bring the permit into our office or e-mail us at [parking@okstate.edu](mailto:parking@okstate.edu). The state issued disability permit will be verified and a copy kept on file. Visitors and vendors to campus may bring their disability placard with them when purchasing their permit to park on campus. If your placard expires, please update it with us to keep your status current.
3. Temporary disability permits will be issued to persons with a short-term medical disability to allow more convenient parking than otherwise afforded by their regular permit. OSU Parking can issue temporary disability permits, as prescribed by a doctor, for 6 weeks or less. Temporary disability permits more than 6 weeks will require a state issued temporary disability placard for verification. With an OSU paid permit, temporary disability permits are free of charge with the exception of the Park and Ride permit. Discounted rates will be applied to a Park and Ride temporary disability permit. If you do not have a paid OSU permit, you may choose to purchase a yearly one, weekly (\$12), or monthly (\$36).
4. **Failure to Register Disability placard/license plate.** All vehicles displaying a government issued Disability placard or license plate,

must be registered, and verified with OSU Parking Services. Failure to register the placard/license plate may result in a \$40 ticket.

**Both annual and temporary disability permits are for the absolute and specific use of the permit holder only. Visitors having a state disability placard, as for all visitors to the OSU campus, are required to obtain a visitor permit when parking on campus. All disability permits are valid in any disability parking space or non-reserved surface lot space. Garage parking is prohibited unless you have paid for a garage permit. Metered spaces must still be paid. All signage must be obeyed, such as reserved spaces, loading zone areas, etc.**

**Notice from the Oklahoma Department of Public Safety website:**

**Any person who knowingly makes or allows unauthorized use of an Oklahoma Department of Public Safety physical disability parking placard, is guilty of a misdemeanor and upon conviction shall be punished by a fine of \$500.**

Please visit their FAQ section with more questions regarding Oklahoma state disability placards:

[https://www.ok.gov/dps/FAQs/Disability\\_Parking\\_Placard\\_FAQ.html](https://www.ok.gov/dps/FAQs/Disability_Parking_Placard_FAQ.html).

## **D. Service Vehicles**

Spaces designated as “Service Vehicles” are provided for OSU Vending, Facilities Management, University Mailing and other “service related” vehicles. These spaces are enforced 24 hours a day, seven days a week, unless otherwise posted.

## **E. Government and University Vehicles**

Government and University vehicles are not to be parked overnight in the restricted area of campus. Government and University vehicles may not be left overnight unless they have reserved space. These vehicles will be parked in Lot 102, located at Boom Rd and Eskridge.

## **F. Special Event/Athletic Event Parking**

To accommodate the parking needs for special events, parking in certain areas must be restricted on the day of the event. These areas have been posted at the entrance to each lot. Parking by vehicles normally authorized in these lots will not be allowed. Any vehicle left parked in a posted lot on the day of the event is authorized to be towed at the owner's expense by OSU Parking Services. When the lots have been closed by barricades or signs, or when being controlled by authorized personnel, any vehicle which enters and/or parks in the restricted area is in violation of official directives. These vehicles will be parked in a location designated by OSU Parking Services.

## **G. Security Zone**

Security zones may be established throughout the campus as determined by the Department of Public Safety. Parking within these designated areas is prohibited except when authorized by the Director of the Department of Public Safety or his/her designees.

## **IX. GENERAL RULES AND REGULATIONS**

Parking and traffic regulations, authorized by the Board of Regents for OSU, are enforced throughout the entire campus to include all designated parking lots and all streets that cross the campus. In addition, standard traffic and parking regulations and definitions as enacted into the motor vehicle laws of the State of Oklahoma will be rigidly enforced on University property at all times.

### **A. General Rules**

1. Any person who parks a vehicle on campus during enforcement hours must display a valid OSU paid parking permit.
2. During enforcement hours (5:00 am to 5:00 pm), a student/employee shall park only in the lot designated by the permit. Inability to locate a vacant space in an assigned parking lot(s) or area is NOT justification for illegal parking. Overflow parking is provided (see map).
3. Inability to locate a vacant space in an assigned parking lot or area is NOT justification for out-of-zone parking. Overflow parking lots are provided for this purpose.
4. Overflow parking lots are for use by the holder of any current paid parking permit, with the exception of Park and Ride permit. Visit our website at [parking.okstate.edu](http://parking.okstate.edu) to view Parking map.
5. Vehicle alarms are often installed on cars and trucks as anti-theft devices. Such devices are effective, but are frequently a nuisance in academic and residential surroundings when such devices, through their audible alarms, disturb others. Therefore, the OSU Police are authorized to disconnect or silence, in any reasonable manner, such alarms when attempts to locate the owner/operator of alarmed vehicles are unsuccessful. Additionally, the owners of vehicles which are prone to false alarms may be required to deactivate their alarm systems or remove their vehicles from campus.
6. All permit holders are responsible for all charges made against their permit number or license plate, regardless of the identity of the driver.



7. Students and employees shall be responsible for parking tickets received by members of their families. It is, therefore, essential that students and employees explain OSU parking regulations to any family member that has reason to drive a vehicle on campus.
8. Should a vehicle bearing a paid parking permit be sold, traded, and/or wrecked, and is no longer under the permit holder's control, the current permit must be removed. A permanently affixed permit may be exchanged at the OSU Parking Office for another permit at no additional cost or the holder may obtain a prorated refund as outlined under Section VI, "University Parking, Costs, Refunds, and Zone Assignments." The permit holder must present the scrapings, showing the permit number, in order to properly identify it. The owner will be required to purchase a new permit at the current price. If the vehicle was stolen or wrecked (totaled), the permit holder may provide a copy of the police or wrecker report and there will not be a replacement charge. It is imperative that a change in vehicle ownership be placed on record with the OSU Parking Office, giving the date of sale and the name of the purchaser. Parking permits are for the sole use of the applicant.
9. If a permit is lost, stolen, or destroyed, the permit holder will be required to purchase a replacement permit at the current permit price. If the permit was reported lost or stolen and is later recovered, the permit owner will be reimbursed for the replacement cost. Loss or destruction of a parking permit should be reported to the OSU Parking Office immediately. If this is not reported, the vehicle will be subject to a "Failure To Buy" citation.
10. Vehicles bearing dealers tags (UD, DL) may register their vehicle with their VIN.
11. Since parking permits are issued for areas related to a residence hall student's residence, a change in location may cause the parking permit to become invalid, subjecting the vehicle to a "wrong zone" citation. It is the responsibility of all residence hall students to exchange the invalid parking permit, by presenting the permit to the OSU Parking Office.

12. All students and employees who endeavor to escape their responsibilities for violations by falsely representing themselves as “visitors” will be subject to appropriate disciplinary action by the University.
13. All students and employees who decline to display identification upon lawful demand of a campus police officer shall be subject to disciplinary action or removal from premises.
14. Washing of vehicles on campus is prohibited except for car wash activities approved by the Office of Student Activities.
15. Repair work on vehicles parked on campus involving removal of major parts is prohibited.
16. Vehicles with excessive fluid leaks should not park on campus. Owner/operators of vehicles with excessive leaks may be held responsible for cleanup costs.
17. Disabled vehicles must be reported immediately to OSU Parking 405-744-6525 or OSU Police 405-744-6523 for verification. Temporary parking arrangements, up to 24 hours, may be approved for such vehicles parked safely within student lots or overflow lots. Vehicles in staff or faculty lots must be removed by 7:00 am the following business day. Failure to move the vehicle by the given times may result in fines and/or the vehicle being towed.
18. In the event of a discrepancy between these regulations and the official sign designation on campus streets or parking lots, the latter is declared in effect. REMEMBER, if the sign does not say you can, then you CANNOT.
19. Parking at a failed meter is prohibited and resulting citations cannot be appealed.
20. Modification or altering of parking layout/design, striping, and signage is prohibited without proper approval from Parking and Transportation Services.
21. Loading Zones can be ticketed every 30 minutes.

## B. Parking Regulations

1. Parking permit regulations pertaining to “paid parking” areas shall be enforced between the hours of 5:00 am and 5:00 pm, except Saturdays, Sundays and holidays observed by the entire University. (These regulations shall remain in effect in faculty and staff parking lots during semester breaks and intermissions.) All other parking regulations shall be enforced 24 hours daily (Saturday, Sunday and Holidays included) unless otherwise posted.
2. Vehicles must be parked in designated spaces only. In paved lots, vehicles must be parked in the spaces BETWEEN two white lines. In the gravel lots, vehicles must be parked at a valid bumper block. Parking in spaces or areas not designated as parking spaces by stripes or parking blocks is prohibited. Parking between two or more bumper blocks could result in a violation.
3. Incorrect parking is enforced at all hours. It shall be a violation to:
  - a. Park outside marked spaces
  - b. Park in any area not designated for parking
  - c. Parallel park more than 12 inches from curb
  - d. Parallel or angled parking against traffic flow
  - e. Double park with or without a passenger
  - f. Park in any dangerous or careless manner so as to endanger life, limb, or property.
  - g. Park motorcycles, mopeds, motor bikes, and bicycles in other than designated spaces
  - h. Park at an improper angle
4. Parking vehicles that extend further than the designated space is prohibited. Parking of any type trailer (i.e. utility, travel or stock) is prohibited unless approved by Parking Services
5. Restricted parking is enforced at all hours, unless otherwise posted, and it is subject to tow. It shall be a violation to:
  - a. Park within 20 feet of a fire hydrant or in a fire lane

- b. Park in specially posted areas designated as “Fire Station” “USDA”, “Student Health Clinic”, “Disabled Person” or “Reserved” spaces”
  - c. Park at red curbs
  - d. Park at yellow curbs
  - e. Parked in a walkway/bike path
  - f. Park on any portion of traffic lane or roadway between the curb lines, unless specifically designated as a parking area
  - g. Park on grass, landscaped area, or undeveloped areas
  - h. Park at a failed meter
  - i. Park in a Garage without proper permit
  - j. Obstructing sidewalk (4’ of sidewalk clearance must be maintained)
6. Hazardous parking is enforced at all hours. No person shall stop, stand, or park a vehicle in any of the following locations:
- a. Within any portion of an intersection
  - b. Within 20 feet of a fire hydrant
  - c. On a crosswalk/sidewalk
  - d. Within 20 feet of a crosswalk at an intersection
  - e. Within 30 feet upon the approach to any flashing beacon, stop sign, or traffic control signal located at the side of a roadway

## C. Traffic Regulations

1. The speed limit for motor vehicles on University streets is 25 miles per hour, unless otherwise posted. The speed limit in parking lots is 10 miles per hour. In other than normal operating conditions, the speed limit shall be a safe speed but shall not exceed those limits set forth above.
2. All drivers on the campus streets shall obey the posted traffic signs, control signs, and directions by police officers.
3. Vehicular accidents occurring on University property must be reported immediately to the OSU Police.

4. Riding a motorcycle, motor scooter, or motor-propelled bicycle on any sidewalk, pathway, or area intended solely for pedestrian use is strictly prohibited.
5. Bicycle riders are required to comply with state law and municipal ordinances. Bicycle riders will be required to observe stop signs and other traffic control signals, to observe the direction of travel on streets, and to ride only on bike paths and sidewalks. The carrying of another person on the bicycle, except on a permanent seat, is prohibited. Approved lighting is required when riding bicycles at night.
6. Persistent and flagrant violators are subject to other appropriate disciplinary and legal action, including towing of vehicle from University property (see Impoundment of Vehicles).
7. Charges for parking violations are added to the student's, faculty's, staff's or university department's consolidated monthly billing statement. Payment of your OSU parking citation should be made to the Bursar's Office, 113 Student Union. Students who allow their accounts to become delinquent will have a "hold" placed on their academic records and cannot enroll or obtain copies of their transcripts. Faculty or staff members who allow their account to become delinquent will not be allowed to purchase a permit for the following year until the debt has been paid or until payment arrangements have been made through the Bursar's Office and a release form is issued. Any charges or credits posted to the bursar from OSU Parking service will need to be disputed within a 90-day period from date of posting. Failure to contact us before the end of this time frame will assume you agree with the amounts, and we will not make any adjustments. Citations are still limited to the 14-day appeal time frame.

## **X. VIOLATIONS, FINES, AND PENALTIES**

Citations, other than meter or Loading Zone (see meter parking rules), may be given every four hours and are subject to stationary impound.

## A. Fines (for each violation)

Parking in a Physically Disabled Person’s space (plus cost of tow).....	\$500
Possession of lost, stolen, or destroyed permit.....	\$50
Wrongful use of permit .....	\$50
Forging or altering decal, permit , citation or parking instrument (plus appropriate disciplinary action).....	\$50
Parking in a fire zone or at a fire hydrant .....	\$50
Failure to purchase a valid parking permit .....	\$35
Parking in a restricted area .....	\$40
Altering or damaging campus traffic signs or meters (plus cost of repair) .....	\$30
Parking in a traffic lane or bicycle path .....	\$40
Parking in a loading zone .....	\$30
Wrong zone parking .....	\$20
Removal or disregard of barricades.....	\$50
Vehicle Boot Fine (non-appealable) .....	\$75
Tow Fine (non-appealable) .....	\$75
Bicycle impound (non-appealable) .....	\$20
Incorrect or double parking .....	\$15
Wrongful use of temporary/visitor permit .....	\$15
Parking on grass or undeveloped area .....	\$40
Improper parking of a bicycle / motorcycle.....	\$10
Major repair or unauthorized washing of vehicle .....	\$5
Failure to display a valid permit.....	\$5
Parking meter violations (non-appealable) .....	\$10
Boot tampering/Removal fee .....	\$200
Improperly affixed permit .....	\$5
Failure to Register Disability Placard/License Plate .....	\$40
Information Boot Fine.....	\$25

## XI. Impoundment of Vehicles

The owner of the vehicle shall be required to show proof of ownership and pay all penalties and storage charges for the vehicle before it is released by the towing company.

1. All vehicles parked in the following locations are subject to tow and impoundment: in drives, at ramps, curbs, and loading zones that are painted “yellow”. In “No Parking Areas”, at “red” curbs which are “Fire Lanes”, Security Zones, reserved spaces for which the vehicle does not display the proper permit. In 24 Hr. reserved parking lots or the Wentz Lane Garage, in landscaped areas where traffic would be obstructed, in physically disabled persons’ spaces without the proper permits, and any other area not designated as a parking space.
2. The OSU Parking and OSU Police Department are authorized to tow away abandoned vehicles, disabled vehicles, and vehicles failing to display current year license plates.
3. Any motorcycle, scooter, motor-driven bicycle, or regular bicycle parked in other than designated areas will be impounded, with the exception of motorcycle parking in overflow lots (see page Motorcycle Parking). Chains, locks, etc., may be removed (cut) if necessary to impound.
4. Student vehicles are also subject to tow-in and impoundment when parked in faculty and staff zones between the hours of 5:00 am and 5:00 pm, Monday through Friday, except on University holidays observed by the entire University.
5. The first four citations issued in an academic year (Fall and Spring Semester) will be issued at face value; Customers exceeding 4 citations in the academic year will be considered “habitual offenders” and will incur additional charges and/or actions: Citation five (5) and six (6) will increase \$50. Citations seven (7) through nine (9) will increase \$75 and may be booted. A person issued ten (10) or more citations will incur a fine increase of \$75 and their vehicle will be towed. Summer, between Spring graduation and August 1st, will accumulate separately.



6. The impound may be by use of an immobilization device placed on the vehicle or by towing by an authorized wrecker service when immobilization is not feasible. The driver of the vehicle shall be responsible for the cost of the impound, in addition to disposition of all parking fines incurred.
7. A release form obtained from the OSU Police Office is necessary to claim an impounded vehicle from the wrecker service.
8. A local bonded wrecker service shall be used, and this tow-in action may be taken in addition to the fine for such violations listed under Section X, "Violations, Fines and Penalties."
9. Any attempt to remove/tamper with boot/plate or to move the vehicle when immobilized (booted) will result in a \$200.00 fine and criminal charges may be filed against the offender.
10. Any damages/defacement of the boot and/or plate will result in the replacement of the boot and/or plate, by the offender, at its current market value.
11. Vehicles that have received a citation and are not registered with Parking Services, or a responsible customer cannot be determined, may be impounded by boot for information. The boot fee in these situations will be \$25.

## XII. PARKING APPEALS

Parking violations for students, faculty, staff or visitors must be appealed online at [parking.okstate.edu](http://parking.okstate.edu) within 14 days from the date of the citation was issued.

*Making false or dishonest statements on appeals, oral or written, will result in University disciplinary sanctions under the student code of conduct.*

1. Persons receiving parking tickets they feel are unjust or unwarranted may make appeals to an impartial parking judge. Ticket appeals must be submitted within fourteen (14) days from the date the citation is issued. Students/staff and faculty must appeal online. Written appeals are provided when online appeals are not feasible. Copies of the ticket (s) must accompany the written appeal. The same ticket(s) cannot be appealed more than once to the Parking Judge. Parking meter, boot, bicycle impound and tow release tickets are not appealable.
2. If individuals are dissatisfied with the Parking Judge's decision and still believe the ticket(s) to be unjust, they may request an oral appeal with the Traffic Appeals Office at which time the decision of the Parking Judge shall be suspended until the oral appeal has been made to the Judge. At that time the Judge may reconsider the decision or may let the original decision stand.
3. Oral appeals to the Judge may be made by calling the Traffic Appeals Office at 744-2100 and requesting an appointment with the Judge. Oral appeals must be made within 14 days of the date the Parking Judge renders the decision.
4. If prior to the hearing of the case by the Parking Judge the appeal is withdrawn, the original decision of the Parking Judge shall be reinstated. Failure to withdraw an oral appeal prior to the scheduled appointment date of the hearing or to keep an appointment for a hearing will result in a reinstatement of the full amount of the tickets being appealed.

5. If individuals are still dissatisfied with the Parking Judge's decision and still believe the ticket(s) to be unjust, they may file an appeal with the Parking Appeals Board within thirty days of the Judge's decision. To schedule with the Parking Appeals Board call 405-744-2100 . When an appeal is filed with the Parking Appeals Board, the decision of the Parking Judge will be suspended. The decision of the Parking Appeals Board will supersede the decision of the Parking Judge. Failure to appear for or withdraw from a scheduled appointment will result in a \$10.00 charge and a reinstatement of the full amount of the ticket(s) being appealed.
6. The Parking Appeals Board is composed of student, staff and faculty representatives. The Parking Appeals Board makes the final decision for the University.

## Parking Appeals Information

1. When you became a student, or accepted a position with Oklahoma State University, you agreed to abide by the rules and regulations of the University. The Parking Regulations are part of the overall University's Policy.
2. Ignorance of the regulations is not a valid excuse.
3. A parking permit does not guarantee the holder a parking space, but the opportunity to park within a specified area or areas.
4. The fact that other vehicles parked improperly does not constitute a valid excuse for illegal parking.
5. If an emergency or other extenuating circumstance is used as an excuse, documented proof must be attached to your appeal.
6. The Parking Judge can uphold, void, lessen, suspend or waive the original fine.
7. Your past parking record will be a factor in the Judge's decision.
8. Suggestions, recommendations, or concerns about the regulations should be directed to the Parking Manager or the Parking Rules and Regulations Committee.

## XIII. Bicycles

Oklahoma State University welcomes and encourages safe and responsible bicyclists on campus. All bicycles must be registered with the Parking Office. The University recognizes the positive aspects of bicycle use and commuting including:

- a. Improved mental and physical well being
- b. Reduced pollution
- c. Reduced traffic congestion by automobiles
- d. Reduced dependence on fossil fuels

To encourage bicycle use and commuting, the University provides facilities for bicycles, including designated bike paths, bike lane, and racks for parking and securing bikes. At many campus locations, bicyclists are required to share walkways and roadways with pedestrians, wheelchairs and automobiles. This requires cyclists to ride safely in order to prevent accidents and promote good will and acceptance. Certain high pedestrian traffic areas on campus require very special attention by the cyclist. Areas where frequent accidents or “close calls” occur may be designated as “dismount zones” in the future. Please stay alert, cycle defensively, and be a good neighbor!

### A. Bicycle Registration and Safety Quiz

Mandatory bicycle registration is available without charge, at the OSU Parking Office. Prior to visiting the Parking office to obtain a permit, you are now required to review safety guidelines before registering your bicycle with Parking Services and take a Bike Safety Quiz.

The tutorial is simply a way to get you thinking about your role as a cyclist. We want you to think about your rights as a cyclist, and just as importantly, to think about your responsibilities as a cyclist. Bicyclist on sidewalks uses Rule of the pedestrians if you are riding in the road use the Rules of the road.

The tutorial is available at <https://parking.okstate.edu/parking/bicycle-registration.html>. Here's what you will need to view the tutorial, complete the quiz and to register your bicycle:

- Your student ID
- Your email address
- The make, model and color of your bicycle
- The serial number from your bicycle (typically located on the bottom bracket shell under the pedal crank)

## **B. Parking Bicycles**

Bicycles may be parked at approved bicycle racks only. Parking bicycles at light poles, fence/sign posts, stairwells, grassy areas, shrubs, trees, etc. is prohibited. Any bicycle (registered or unregistered) that is incorrectly parked may be impounded by the OSU Parking office and a citation will be issued at the time of release. (Residential Life and Family Housing allow parking inside University Housing with approval of housing officials.) Any bicycle remaining in the racks must have a current registration sticker or OSU Parking will impound it within 30 days. All bicycles impounded will be held for six months, pending a claim for ownership. Bicycles not claimed will be sold at auction, according to OSU policy. Locks and restraining devices will be cut, as necessary, and not replaced. The University assumes no responsibility for the care and protection of any bicycle, attached accessories, or contents at any time the bicycle is operated or parked on campus. Bicycle permits expire May 31st of each year.

## **C. Parked Abandoned Bicycles**

Abandoned bicycles will be picked up and impounded at regular intervals. Bicycles may be considered abandoned if they are not moved or relocated within a 30 day period, and/or are not in a reasonable operable condition. Additionally, all bicycles must be removed from Residence Hall bike racks on the last day of the spring semester when the student moves out.

Bicycles that are left will be impounded and treated as abandoned property and may be disposed of according to law. The University shall not be liable to the owner of any securing device or the owner of the bicycle for the cost of repair or replacement of such securing device removed during the impound. The University assumes no responsibility for the care and protection of any bicycle, attached accessories, or contents at any time the bicycle is operated or parked on campus. To reclaim an impounded bicycle the customer must visit the Parking Office at 1006 West Hall of Fame and provide a serial number. Abandoned bikes that have been impounded are subject to a \$20 impound fee applied to the bursar account of the registered owner at time of impound or when claimed by owner

#### **D. OrangeRide – Bicycle Rental Program**

OrangeRide is a new bicycle rental program being offered to promote affordable and convenient transportation to the campus and Stillwater community. The shop, which is located on the west end of the Multi-Modal Terminal, will be open Monday-Friday 10am to 5pm offering rentals on a daily, weekly, or by semester basis. In addition to bicycle rental, the shop will also provide basic bicycle repair for personally-owned bicycles. (405)-744-BIKE [www.facebook.com/OSUorangeride](http://www.facebook.com/OSUorangeride).

#### **E. Gopeds, Scooters, Segways, and Other**

Motorized vehicles not legally permitted on public streets: gopeds, scooters, segways, are required to be registered without charge at the OSU Parking Office. These vehicles may be parked at approved bicycle racks only. Parking these vehicles at light poles, fence/sign posts, stairwells, grassy areas, shrubs, trees, etc., is prohibited. The OSU Parking Office may impound any goped, scooter, segway, or other motorized vehicle not legally permitted on a public street that is incorrectly parked and a citation will be issued at the time of release. (Residential Life and Family Housing allow parking inside University Housing with approval of the housing officials.) Oklahoma State University welcomes and encourages safe and responsible bicyclists on campus. All bicycles must be registered with the OSU Parking Office.

## F. Bicycle Traffic Laws and Regulations

Bicyclists have all the rights and responsibilities of the automobile driver. This means individuals can choose the bike as an economical, fun, and convenient form of transportation for use on public roadways. However, it also means that bicyclists must follow all applicable traffic rules and regulations the same as automobile drivers. In order to have the right to use the bike on public streets, you must ride responsibly, legally and safely.

- a. You must ride your bike in the direction of traffic, not against it.
- b. Bicyclists are allowed to ride on OSU sidewalks and are prohibited to ride on sidewalks in downtown Stillwater. Bikes and pedestrians are a dangerous mix since they move at different speeds. Cautiously use roadways, bike lanes, sidewalks, bike paths, parking lots, and other access lanes to reach your destination. Don't ride on unpaved or grassy areas.
- c. You must come to a complete stop at all stop signs or red traffic signals. You must observe traffic signs, signals, and control devices. It is not advisable to pass to the right of vehicles stopped at an intersection, except where a bike lane is present. Cyclists should wait their turn at intersections, just like drivers of vehicles.
- d. You must use hand signals when turning. It is very important to be observed and "predictable" to other traffic. It greatly increases your safety to be "seen" while operating your bike.
- e. The only true safe way to ride is to have both hands on the handlebars, except when making hand signals. It is extremely dangerous and illegal to "hitch a ride" by holding on to another vehicle. Also, all bikes must have working brakes; using both hands is a must for accurate and controlled hand braking and steering.
- f. You must have a legal lighting system anytime you ride at night. This means a white light on the front that is visible for 500 feet, and a red light or red reflector on the back that is visible for 100 feet. Bike lights are just as important for being seen by motorists as they are for lighting the road ahead.
- g. Bicyclists must ride as far to the right on the road as is safe.

- h. In Stillwater, wearing portable headphones is not permissible when riding a bike. It is very important for you to be able to hear traffic sounds, especially vehicles approaching from behind.
- i. You cannot carry a second person on a bicycle unless the bike is designed for two persons.
- j. You must park your bike in designated parking areas. There are over 2,800 designated spaces on campus at locations in close proximity to major buildings and facilities. Don't lock your bike to lamp posts, trees, or other inappropriate objects. Only use the bike racks. These regulations are enforced, and violations can result in traffic citations and costly fines. Moving violations by bicyclists, as with other motor vehicle operators, are handled through the state or local judicial systems. You may also be held legally liable for any accidents you may cause.
- k. Bicycles are prohibited in drive lanes of the Wentz Lane Garage.

## G. Safety Tips

- a. Register your bike with the OSU Parking Department.
- b. Wear appropriate clothing and safety equipment.
- c. Do not weave in and out between parked cars. Be predictable when you ride.
- d. Always use hand signals for all lane changes and turns.
- e. Always use a headlight at night.
- f. Ride with the flow of traffic on bikeways and streets.
- g. Obey all traffic signs and signals.
- h. Secure your bike with a good U-bolt lock and/or cable when leaving it unattended.
- i. Stop completely and look when entering a roadway from a driveway, alley, or bike lane.
- j. Treat all intersections with caution and use good judgment. Never assume a vehicle has seen you. Always make good eye contact with the driver.
- k. Make sure the left-turning motorist is aware you are continuing straight through the intersection. Make eye contact and proceed



with caution. Motorists and other cyclists aren't looking for cyclists on the wrong side of the road. Riding on the wrong side increases the likelihood and the severity of head-on collisions. A collision between a bicycle and a motor vehicle could result in a disaster.

- I. Bicyclist on sidewalks uses rule of the pedestrians if you are riding in the road use the rules of the road.

## H. Additional Regulations

With the increased use of roller skates, roller blades, skateboards, mopeds, scooters, segways, hoverboards, and other motorized vehicles not legally permitted on public streets, guidelines should be followed. Roller skates, roller blades, skateboards, mopeds, scooters, segways, hoverboards and other motorized vehicles not legally permitted on public streets ARE PERMITTED on campus EXCEPT in the following locations; with the exception of University issued Segways:

- a. On or in any university building, structure, stairway, sub-walk, elevated sidewalk, access ramp, step, retaining wall, handrail, or other architectural element.
- b. On or in any planting area, grass area, or seeded area.
- c. On streets open for vehicular traffic.
- d. Where prohibited by sign or by OSU Parking or OSU police officer.
- e. In the immediate area of the Edmon Low Library, including the library mall and fountain area.
- f. Parking garages

Whenever any person is riding on roller skates, roller blades, skateboards, mopeds, scooters, segways, hoverboards or other motorized vehicle not legally permitted on public streets, that individual must yield the right-of-way to any pedestrian, bicyclist, or other mobility assistance devices for the disabled and operate in a courteous manner and with due regard for the safety of others. The campus grounds, sidewalks, streets, parking lots and other areas are not designed for or intended to be used by persons riding

roller skates, roller blades, or skateboards. Therefore, persons using these devices must assume all risks associated with such activities.

## I. Recreational Vehicle Parking On Campus

RV parking is available for general overnight parking. Electrical hook-up is available in lot 81. Spaces are first-come first serve upon availability. RV parking is not available during OSU football weekends. Lot 74 is a reserved RV lot for the State Ranger Posse RV parking only and daily parking for Resident Hall maroon permit holders.

*OSU Parking and Transportation Services does have the right to refuse RV access.*

To make a reservation contact Parking Services at 405-744-6525.

***Permits are required at all times.***

- RV's are allowed to arrive on campus NO EARLIER THAN 5pm M-F; and must be out of designated lots prior to 7:00 am on Monday's unless prior arrangements have been made
- RV's are allowed one tow vehicle, and the tow vehicle must arrive with the RV to be allowed into the RV parking area
- Parking across numerous spaces is not allowed. RV's must pull into or back into all spaces and stay within the painted orange dotted lines
- Awnings may be utilized at no additional charge. No other parking spots may be used for tents, build outs or cooking areas
- RV's must be self-contained. Electrical hook-up provided only in lot 81
- Alcohol consumption or open container in public prohibited
- OSU is a smoke-free campus; smoking or tobacco products not allowed

- All trash must be disposed of by RV customer; trash dumpsters are not available
- Non-compliance of rules may result in the vehicle being cited and moved from the lot.

## **XIV. Operation of Golf Carts and Utility Vehicles on OSU Campus**

State law (Title 47 O.S. § 11-1116) prohibits the operation of self-propelled or motor-driven and operated vehicles, golf carts, and all terrain and utility vehicles on streets and highways, which by legal definition includes university-owned parking lots.

While it is the duty of the Oklahoma State University Police Department to enforce all state laws, we understand the use of these vehicles on campus may provide distinct advantages to university employees and certain other designated persons as they perform their official duties on campus. Generally, these vehicles should be used only when necessary for transporting tools, equipment, cargo, or personnel to areas that are not easily accessible with street legal vehicles.

While we cannot authorize the violation of state law, officers of this department generally will not take enforcement actions when these vehicles are operated under the following conditions:

### **1. DRIVERS:**

Drivers of cart-type vehicles shall possess a valid driver license and must have the knowledge, skill, and training necessary to safely operate these vehicles.

Drivers are fully accountable for their actions and consequences thereof.

Drivers must be employed by the university, contractors providing services to the university, or affiliates of the university on official university related business.

Other drivers or uses must be approved in advanced by the Oklahoma State University Police Department.

## 2. OPERATION:

Such vehicles should not be used when duties can reasonably be accomplished with the use of a street legal vehicle.

Personal or non-university related business uses are prohibited.

These vehicles should stay within the boundaries of campus.

City streets, such as Hall of Fame Avenue and University Avenue, should be avoided.

These vehicles should not be driven on sidewalks, unless it is the only reasonable way to access the worksite or delivery point.

Drivers may not use these vehicles to circumvent barriers, barricades, closed roadways, or to enter other secured or controlled areas.

When necessary to operate such vehicles in areas where pedestrians are present extreme care must be taken avoid accidents or interference with their freedom of safe movement. Generally, pedestrians should be given priority.

If it is necessary to operate these vehicles on sidewalks or areas where pedestrians may be present, they may not be operated at a speed greater than reasonable and proper for the conditions existing at that time.

Generally, landscaped areas should not be driven or parked on unless performing landscape or maintenance work. Appropriate care should be taken to avoid causing damage to campus grounds.

Capacity of personnel or cargo should not exceed that for which the vehicle is designed.

All passengers are to keep their entire body within the frame of the vehicle at all times when moving.

Drivers are to obey all traffic signals and signs.

### 3. PARKING:

Vehicles should not be parked where they obstruct vehicular or pedestrian traffic or otherwise interfere with university operations.

Vehicles should not block ingress or egress to any building, including stairs and ramps.

### 4. EQUIPMENT:

University-owned vehicles shall be equipped with the following:

Headlights and taillights if operated before dawn or after dusk.

Markings which clearly identifies the vehicle as OSU property and indicates to which department it is assigned.

It is also *recommended* that carts be equipped with the following:

- Front and rear turn signal lamps
- Stop lamps
- Parking brake
- Seat belts
- Warning lights or other means of providing high visibility
- Red reflex reflectors on both sides and rear of cart
- Exterior Mirrors
- Windshield
- Horn

## **5. ENFORCEMENT:**

City streets, which border campus, are not under the exclusive police jurisdiction of the university. City of Stillwater Police Officers, Payne County Sheriff's Deputies, and Oklahoma Highway Patrol Troopers also patrol these areas and may issue citations to violators.

### **NOTE:**

Street legal Low Speed Vehicles (LSVs), which are properly registered and insured, may operate on campus and city streets as authorized by law. Only University owned LSVs are authorized on campus grounds when deemed necessary, but may not be used to circumvent traffic control signs, signals, barriers, and other traffic control devices. Non University owned LSVs must operate in the same manner as a regular vehicle using only designated roadways and parking spaces and must follow University parking rules.

All traffic laws apply to the operation of LSVs when operated on public streets.

LSV's may be operated on university grounds under the same conditions and requirements as that for golf carts and utility vehicles, and are generally required to be properly permitted and park in legal parking spaces only.

## **XV. Lake Carl Blackwell**

Permits must be purchased for daily recreational use. Skiing, fishing, camping, horse riding and dog training permits are \$5.00; boating permits are \$8.00; and personal watercraft permits are \$10.00. Permits can be purchased at the Lake Carl Blackwell headquarters. The fine for not purchasing the permit daily is \$35.00. Research or enforcement agencies of the University, city, county, state or federal government are exempt from this requirement when conducting official business or with written consent from a Lake Ranger. All shoreline in the public recreational areas is open for public access. A camping or daily use permit does not grant exclusive privilege to the shoreline of that camp site or recreational area. Land areas designated for recreational use are lands that are contiguous and adjacent to the lake shoreline extending inland a maximum of 50 yards from the shoreline at spillway level. Ingress and egress beyond this point require written authorization.

Pets must be kept under control. Dogs must be chained or leashed. Chains and leashes will not exceed 15 feet in length. Water skiing, swimming and other similar water activities are permitted only in designated areas as marked. Carrying and/or use of firearms or bow and arrows on University Property is prohibited unless such use occurs in a designated hunting area during a designated hunting season.

ALL individuals must obtain a Lake Carl Blackwell use permit in addition to a current State of Oklahoma Fishing License before fishing in Lake Carl Blackwell. No type of net, trap, or gun shall be used to take fish from the lake. Trot-lines and throw-lines are permitted in areas designated by a Lake Ranger. Hand fishing (Noodling) as well as Bow Fishing are not permitted at Lake Carl Blackwell.

All watercraft placed on the lake reservoir must comply with all University, state and federal regulations, including current tags and registration. No watercraft shall be left unattended on or near the lake for more than a



twenty-four hour period except in designated storage areas. Any watercraft left unattended may be impounded for safe keeping and eventual disposition.

Expenses related to such action will be the sole responsibility of the owner. Certain recreational areas normally specified for fishing, hunting, boating, swimming, hiking, horse riding or dog training may become temporarily unavailable during hunting season, when research is being conducted, or for other purposes as determined by a Lake Ranger for the safety of the public.

Perimeter land areas assigned for University research, teaching, or demonstration purposes are closed to public use. Overnight short term, and long term camping is permitted in designated camping areas only. Only one recreational vehicle per improved campsite is allowed. A maximum of two tents are allowed per unimproved camp site. Discharging fireworks in the Lake Carl Blackwell recreational area is prohibited.

Cutting or damaging trees or vegetation in the public camping areas is prohibited. Parking is permitted in designated parking areas only. Vehicular traffic must remain on designated roads. Driving on the grass is prohibited. "Off road" or "four wheel" driving is prohibited. Discharge of sewage or kitchen waste onto the ground is prohibited. No privately owned boathouses, storage sheds, cabins, docks, fences, or signs are permitted on the lake or area lands unless specifically authorized by the Lake Ranger.

Alcohol kegs and glass bottles are prohibited in all public recreational areas. Personal watercraft (i.e., jet ski, wet bike, etc.) must be operated in a safe and responsible manner. Personal watercraft must maintain a separation of 150 feet from boats under way, persons on water skis or inner tubes, and swimmers. Watercraft inside of the 150 foot zone must enter, pass and exit the zone at a "no wake" speed. Personal watercraft must maintain a separation of 300 feet from anchored or drifting fishing boats. Personal watercraft inside the 300 foot zone must enter, pass and exit the zone at a "no wake" speed.

Operation of personal watercraft is not permitted outside of the area defined as the “Ski Area” and delineated by buoys. Water skiing and/or inner tubing is not permitted outside of the area as defined as the “Ski Area” and delineated by buoys. Courtesy docks are provided for loading and unloading of boat passengers. Sun bathing, swimming and fishing from courtesy docks are prohibited. The on-water fuel dock is provided for public, private, and institutional use.

Some areas of the dock are accessible to the public for fueling water craft and brief excursions to the lake store. Sunbathing, swimming, and fishing from the fuel dock are prohibited. Lake Rangers may promulgate rules and procedures for the safety, peace, and welfare of lake area users. Park closes from 10 pm to 5 am.