

University of Iowa Parking and Transportation Regulations

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Section 1: General Provisions

A. Authority

1. The university has adopted the following regulations to facilitate traffic and parking on campus. They have been adopted in accordance with Chapter 262 of the Iowa Code, Section 681-4 of the Iowa Administrative Code and the University of Iowa Policy Manual. These regulations supersede all previous parking regulations.
2. The Department of Parking and Transportation enacts and enforces university parking regulations on campus. These rules are always in effect and are intended to promote order and ease of movement for pedestrians and vehicles and to safeguard people and property.
3. University parking and traffic regulations and fees may be revised at any time.
4. Amendments to the regulations shall be reviewed by the Parking and Transportation Committee before implementation.
5. Rate and fee changes shall be reviewed by the Parking and Transportation Committee and approved by the Board of Regents before implementation.
6. The director of Parking and Transportation is the final authority for interpretation of these regulations. Exceptions to these regulations are at the discretion of the director of Parking and Transportation.

B. Applicability

1. These regulations apply to all students, faculty, staff members, patients, and visitors to the university.
2. All people on campus must be aware of these regulations. Failure to know these rules and regulations is not an excuse for violation.
3. Violation of any of the following regulations may result in a citation, towing at the owner's expense, and/or revocation of parking privileges and/or permits.

C. General

1. The university is not responsible for fire, theft, damage, or loss to vehicles parked or operated on the university campus.
2. The Parking and Transportation Department reserves the right to temporarily close any campus parking area or facility for university purposes. Advanced notice will be given in these cases when practical.

Section 2: Definitions

Parking definitions are for the express purpose of these regulations. Parking and Transportation Departmental Policies may differ from other university definitions in terms of scope and purpose. Regulations reference definitions from the Iowa Administrative Code Section 681—4.2(262) are also included in this section.

1. Abandonment:
 - a. Registered bicycle or e-mobility device: registered bicycles or e-mobility devices left undisturbed on university property for one calendar month may be treated as abandoned.
 - b. Unregistered bicycle or e-mobility device: unregistered bicycles or e-mobility devices left undisturbed on university property or other legal parking areas for seven days or more may be treated as abandoned and impounded.
 - c. Bicycle locking device: locking devices left on university property for seven or more days may be treated as abandoned and impounded.
 - d. Vehicle: a vehicle that does not move for greater than 72 hours.
2. Barnacle: a device installed on the vehicle's windshield to immobilize the vehicle until the vehicle owner pays all associated fines/fees.
3. Bicycle: any vehicle which has two or three wheels and fully operable pedals, and which is a traditional bicycle designed solely to be pedaled by the rider. An electric/battery-powered bicycle designed not only to be pedaled by the rider but also propelled by an electric motor of less than 750 watts (one horsepower) may be treated as a bicycle and may be parked at bicycle racks.
4. Bicycle cage: a secure and enclosed area designed for bicycle parking
5. Bicycle locker: an enclosed box in which one bicycle can be placed and locked
6. Bicycle locking device: a security device used to deter bicycle or e-mobility device theft by fastening the bicycle or e-mobility device to a fixed object, e.g., a bike rack
7. Bike share: a system, through membership, which allows individuals to rent bikes or e-bikes for a period of time for a fee. Bike share can be a "docked" or "dockless" system.
8. Carpool: an organized group of two or more commuting members of campus who regularly ride together in one car and share the use of a carpool permit
9. Car share: a program that allows, through membership, individuals to rent a vehicle for a period of time for a fee
10. Commuting students: students living outside the City of Iowa City and the City of Coralville and commuting to campus from that address
11. Concurrent parking: when multiple vehicles associated to one parking account or permit are found parked in the same parking facility at the same time.
12. Citation: ticket issued (physically or electronically) for a parking violation.

13. Director: the director of Parking and Transportation at the university or any other person designated by the president of the university to perform any function or duty of the director hereunder
14. E-Citation: a citation that is delivered via an electronic method (typically email)
15. Electric mobility device (e-mobility device): includes any device or vehicle that uses a motor of less than 750 watts (one horsepower) to assist a rider. E-mobility devices include electric bicycles (e-bikes), electric scooters (e-scooters), hoverboards, electric skateboards, electric skates, single-wheel electric boards, and e-unicycles. They do not include any electronic mobility devices used for ADA accommodations.
16. Emergency ride home program: eligible employees in the U-PASS and employee van pool programs may be reimbursed for the cost of a trip used to get home or to a daycare/school if an emergency arises at work and a taxicab, bus ride, or transportation network company (TNC) was used for the ride.
17. Employee: any person currently employed by the university
 - a. If a person is a student and an employee with a 50% FTE or greater permanent position at the same time, Parking and Transportation will use university standards to determine which status prevails. Only the prevailing status will be used for parking purposes.
18. Employee, affiliate or contract: employee working for a non-university business but carrying out business for the university per a public/private partnership or university contract
 - a. Generally, these employees work on campus but are paid and have benefits through another organization.
19. Faculty: the faculty classification for parking follows the provost's status and includes only career (regular) track faculty that are full-time (50% or greater) faculty classifications. All other University of Iowa employees are classified as staff regardless of their individual classification. This includes merit, professional, adjunct faculty, house staff, president, vice presidents, deans, university officials and administrators, and most administrators.
20. Graduate Medical Education (GME): University of Iowa Health Care Medical Center Graduate Medical Education programs for residency and fellowship training, the GME office manages the assignment of parking based on specific GME qualifications.
21. Handrail: railing intended to provide physical support to pedestrians
22. Immobilization of a bicycle: consists of restricting the bicycle's use by detaining it at the point of infraction with a university locking device
23. Impoundment:
 - a. Bicycle or e-mobility device: includes removing the owner's locking device, transporting the bicycle or e-mobility device to a university facility, and detaining it with a university locking device.
 - b. Bicycle locking device: includes removing the locking device and detaining it in a university facility.

- c. Vehicle: includes having a vehicle towed and stored in a tow lot until applicable fees are paid.
- 24. In-line skates: shoes which are attached to multiple wheels for the purpose of individual transportation
- 25. License plate recognition (LPR): technology that uses cameras to read license plates and is used for parking management purposes
- 26. Loading zone: limited free time parking space for short term parking and/or loading or unloading
 - a. Loading zones have push button meters and/or signs to define the parking area.
Allocated time for all zones is signed and in the meter head if the meter is present.
- 27. Motorcycle: any vehicle which is self-propelled and has less than four wheels in contact with the ground
- 28. Motor vehicle: any vehicle which is self-propelled and has four or more wheels in contact with the ground.
- 29. Night Weekend privileges (NW): no charge parking in university public parking facilities after 4:30 pm until 8:30 am Monday-Friday and all weekend long
- 30. No parking area: any area not specifically marked, striped, or designated for parking.
- 31. Off campus: students not living in university residence hall but living within the city limits of the City of Iowa City or the City of Coralville
- 32. On campus: students living in university residence halls and have a valid residence hall contract for the academic semester
- 33. Parking and Transportation Committee: the charter committee that advises the university president and university administration about parking and transportation. The committee charter can be found in Chapter 2.8(16) of the University of Iowa Policy Manual.
- 34. Parking facility: any structure used by a vehicle on campus (such as ramps, garages, lots, bicycle lockers, etc.)
- 35. Parking permit: a physical or virtual parking credential that defines and grants access to parking in designated area(s) during designated times. All permits require vehicle and license plate numbers added to the permit via the Parking Portal.
- 36. Pay station: machine that allows customers to purchase parking in a designated paid hourly parking location. All pay stations accept credit cards and validations, but only some accept cash.
- 37. Pay-by-plate: parking in a designated area that requires the customer to enter their license plate when paying for parking through a mobile application or pay machine.
- 38. Pay-by-space: parking in a designated area that requires the customer to enter their parking zone and specific parking number when paying for parking through a mobile application or pay machine.

39. Pedestrian areas or slow zones: any walkway, sidewalk, crosswalk, plaza, patio, play court, parking facility, loading zone, or any other university facility that is intended primarily or partially for use by pedestrians.
40. Permanent position: any employee position assigned permanent status in the HRIS system
41. Public parking facility: parking facility where payment is required for parking and may be gated. Payment may be processed at a pay station or mobile application.
42. Permitted vehicle: a vehicle and license plate number added to a parking permit authorized to park on campus
43. Reserved space: any parking space designated for a specific user or use
44. Roller skates: shoes attached to multiple wheels for individual transportation
45. Secure bicycle parking: bicycle locker or bicycle cage
46. Skateboards: any board or platform with attached wheels used for individual transportation
47. Staff: anyone employed by the university on a 50% FTE or greater permanent position, including eligibility for university benefits. This would include Merit, Professional, most administrators, and others.
48. Storage: the parking of a bicycle, e-mobility device, or vehicle for a continual period of more than twenty-four hours
49. Street furniture: is any structure or accessory in a university pedestrian area or slow zone designed for the benefit of pedestrians, this includes, but is not limited to, benches, tables, lampposts, and trash receptacles.
50. Student: any person registered with the university for academic credit who is not employed by the university on a full-time salary or equivalent basis
 - a. Also, anyone registered with the university for academic credit who is not employed 50% FTE or greater permanent position
 - b. Graduate, teaching, and research assistants are classified as students if they are registered for academic credit.
 - c. If a person is a student and an employee at the same time, Parking and Transportation will use university standards to determine which status prevails. Only the prevailing status will be used for parking purposes.
51. Temporary employee: any non-student, part-time or full-time, and non-permanent employee of the university
52. University: the State University of Iowa
53. U-PASS: University of Iowa bus pass that provides unlimited rides on Coralville Transit, the program was suspended for Iowa City Transit due to a fare free pilot program that began on Aug. 1, 2023.
54. Vehicle: any wheeled or treaded device used or designed for use as a means of transportation or conveyance of persons or property

- 55. Virtual permit: the license plate number is used as the unique identification code for the parking permit
- 56. Visitor: any person who owns, operates, or parks a vehicle on the university campus who is not a student or an employee
- 57. Waitlist, employee: the waitlist for the systematic and fair distribution of employee parking privileges, only employees with 50% FTE or greater in a permanent position qualify for the waitlist

Section 3: Employee/Student Permit/Bus Passes/Secure Bicycle Parking

A. General

- 1. The terms “permit,” “parking privilege,” “parking credential” and “virtual permit” represent the required permission to park on the University of Iowa campus in permitted or reserved parking areas, including secure bicycle parking.
- 2. Permits, access cards, and bicycle locker keys are to be used only by the individual assigned to the permit. Sharing a permit with another employee or individual is a violation of parking policy.
- 3. Departments are not permitted to purchase parking for their employees.
- 4. Employees are not permitted to use Patient Parking Vouchers except when attending a valid appointment, Visitor Parking Passes, or other parking permits purchased by a department for their own use. Use of such constitutes theft of university resources and is a violation of university policy.
- 5. Only one parking permit is allowed per customer. Maintaining a bus pass, motorcycle permit, secure bicycle parking, and/or vanpool assignment in combination with a parking permit is allowed.
- 6. All faculty, staff or student permits must be purchased online via the Parking and Transportation website at <https://parking.uiowa.edu>.
- 7. The university uses a license plate recognition (LPR) system for most parking enforcement. With LPR, customers will not receive a physical parking permit. Customer’s vehicle license plates are used as a virtual parking permit. See Section 6 Parking Regulations for specific regulations applicable to virtual and physical permits as it relates to License Plate Recognition (LPR).
- 8. Rates, fees, and cancellation
 - a. Parking permit rates are approved by the Board of Regents every fiscal year. Applicable permit rates are found under the “rates” section of these regulations.
 - b. Permit holders are responsible for parking permit charges until the permit expires, or they request termination of their permit through Parking and Transportation.
- 9. Lost or stolen permits / placards / bicycle locker keys

- a. If a physical permit or key has been lost or stolen, the person to whom the permit or key was issued may receive a replacement permit or key for a processing fee.
 - b. A lost or stolen permit or key report must be filed with Parking and Transportation prior to replacement.
 - c. If a lost/stolen permit or key is found, it must be returned to Parking and Transportation.
 - d. Citations may be issued to vehicles displaying a lost or stolen permit.
10. Permit, bus pass, and secure bicycle parking restrictions
- a. Employees are not eligible to purchase visitor/daily parking permits or validations for personal use.
 - b. It is prohibited for any person to alter, produce, or use any reproduction of a parking permit, access card, U-PASS, or bicycle locker key.
 - c. It is prohibited to obtain or use a parking permit, access card, secure bicycle parking, or U-PASS by fraud or misrepresentation of facts.
 - d. It is prohibited to give, sell, or transfer to another person a parking permit, access card, secure bicycle parking, or U-PASS.
 - e. It is prohibited to falsify or use another individual's state issued handicapped placard for personal use.
 - f. Violating these restrictions may result in citations and/or confiscation or revocation of parking privileges.
11. Parking when assigned lot is full
- a. A permit does not guarantee a parking space.
 - b. On the rare occasion a reserved lot is full, permit holders will need to drive to the nearest open surface lot and contact Parking and Transportation. They will need to provide their name, license plate, normal permit lot, and where the vehicle is currently parked.
 - c. Permit holders may use a public parking facility, pay by plate location, a meter, and pay the associated charges for the time parked in that area.
 - i. Please note that Parking Ramps 1, 2, 4, and the Family Care Center Lot are reserved for patients weekdays from 8:30 a.m. to 4:30 p.m. Any faculty/staff parking in these facilities during these hours without an appropriate permit, including those using NW privileges, will be subject to a citation and fine.

B. Employee Parking Permits

- 1. Employees who choose to park on campus will need to meet eligibility criteria as outlined in the faculty/staff parking assignment policy and place their name on lot-specific waiting lists. The policy can be found on the department website.
- 2. Permit eligibility:

- a. University of Iowa faculty and staff employed 50% of the time or more in a permanent position, as defined by the UI Human Resources Department, are eligible for a parking assignment to a faculty/staff parking facility.
 - b. An employee's eligibility for a specific parking facility is dependent upon their work address.
 - c. New parking assignments are made from parking lot waiting lists. Open slots for permits are available until a waitlist offer is made.
- 3. Waiting lists:
 - a. Demand exceeds the capacity of many campus ramps and lots; therefore, waitlists are maintained for these facilities. New parking assignments are made from these waiting lists.
 - b. Employees can access parking waitlists via the UI Employee Self Service portal under My Parking.
- 4. Faculty and staff with disabilities will be given priority in space assignment. A copy of the individual's state issued disability placard or license plate is required for consideration. The parking permit entitles the registrant to park during enforcement hours in only the specific parking area assigned.
- 5. Temporary employees may be assigned parking based on availability. Payroll deduction for temporary employees is not permitted, so payment must be made at the time of purchase. Permits may be purchased on a monthly, weekly, or daily basis.
- 6. Affiliate or contract employees are assigned parking based on availability and may be eligible to be placed on a waitlist based on the specific university contract language.
- 7. Employees may add up to three (3) vehicles on a permit via the Parking Portal, and only one (1) vehicle can be parked at a time.
- 8. Parking reserves the right to retain and collect all valid employee vehicle license plate numbers for the purpose of enforcement of policies.
- 9. Employee virtual permits do not expire. Parking permit fees apply until the employee cancels their permit.
- 10. Changes to license plates, vehicle ownership, permit cancellations are the responsibility of the employee.
- 11. Fees and cancellation:
 - a. Employee permit annual rates are listed in the rates section of these regulations.
 - b. For rate definition, faculty/staff permit cycle runs from July 1 through June 30.
 - c. Permanent full-time employees 50% or greater paid monthly are eligible for payroll deduction. Employees who are eligible for payroll deduction will have their monthly parking permit or bus pass charge deducted on a pre-tax basis.
 - d. Parking payroll deductions are assessed one month after actual parking usage. For example, if you receive your permit on August 5, your deduction will be on

your September 1 check. If you get your permit on or after August 16, a month and a half deduction will go on your October 1 check.

- e. Parking fees may be prepaid on a yearly basis. If prepaying for fees, yearly fees will be due July 1 each year.
 - i. Any Parking and Transportation related fees and sanctions may be payroll deducted if not paid after initial billing.
- f. Employee permit fees and refunds are prorated after the 1st and the 15th of each month.
- g. University departments may not pay for an employee's parking permit.
- h. Employees can view a summary of their monthly parking activity and any related charges on a secure web site located within the UI Employee Self Service portal under My Parking.
- i. Employee permit holders are responsible for parking permit charges until the permit expires (if applicable), or they request termination of their permit through the Parking Office.
- j. Physical permits, if applicable, must be returned to Parking and Transportation for cancellation.
- k. Only one vehicle associated with a permit is permitted to park on campus at any time (in locations other than visitor parking areas). If multiple vehicles associated with the same permit are found in the same parking facility, citations for concurrent parking will be written to all vehicles associated with the permit.
- l. Employee Night Weekend (NW) privileges are provided with all employee permits. NW privileges require using a parking access card in gated facilities. NW privileges are explained in the NW section of these regulations.

C. Student Permits

1. Student permits are available for fall, spring, and summer semesters. Applicable annual cycles for semester permits are:
 - a. Fall: August 16 – December 31
 - b. Spring: January 1 – May 15
 - c. Summer: May 16 – August 15
2. Eligibility for student parking permit is defined by:
 - a. Whether one is registered undergraduate or graduate student
 - b. Where one lives during the academic session
 - c. Possessing a state issued disability placard which would require the use of a motor vehicle for ADA accommodation.
3. Students may add one (1) vehicle to a permit through the Parking Portal.
4. No student may apply for or receive a permit for any vehicle owned or operated by another student.
5. Student permit combinations

- a. Students may not combine or hold more than one student parking permit with the following exceptions
 - i. Motorcycle permits can be combined with any student vehicle permit.
 - ii. Students may combine a Student Night Weekend (NW) or Motorcycle Permit with a discounted transit U-PASS. The discounted transit U-PASS is not available with any daytime student parking permits.
- 6. Fees and cancellation
 - a. Students may not combine or hold more than one student parking permit with the following exceptions
 - b. Student permit annual and semester rates are listed in the rates section of these regulations.
 - c. All student permits are billed on a semester basis. The first installment is billed at the time of purchase, typically in August and the second in January. Summer permits are billed once at time of purchase.
 - d. Student parking and bus pass fees may be billed to the students U-Bill or prepaid by credit card at time of purchase. Spring fees are automatically billed through the U-Bill.
 - e. Permit fees and refunds are prorated after the 1st and 15th of each month.
 - f. If applicable per permit type, students can view a summary of their monthly Night Weekend parking activity and any related charges on a secure web site located on the transportation.uiowa.edu website under View My Parking Access Card.
 - g. Permit holders are responsible for parking permit charges until the permit expires (if applicable), or they request termination of their permit through the Parking Office.
 - h. Physical permits, if applicable, must be returned to Parking and Transportation for cancellation.
- 7. Students with any university parking permit may also park in any public parking facility, hourly zone, or metered spaces and pay the applicable hourly rates.

D. Graduate Medical Education (GME) permits (resident and fellows)

- 1. Parking and Transportation allows a limited number of department and employee permits for the Graduate Medical Education program (GME). Parking is limited on campus, and the Parking and Transportation department provides the GME office with an allotment of parking permits that are an exception to the university's faculty and staff assignment policy.
- 2. GME Parking Permit Program
 - a. The parking permits for Lot 90, Lot 53, Lot 43, Lot 75, Lot 65, MCNL and Night Weekend are assigned by the GME office to individuals, and payroll charges are deducted.

- b. Your assigned parking lot is your primary parking location on the campus and should be used when working daytime business hours.
- 3. Only GME program participants are eligible for GME permits.
- 4. GME access card privileges
 - a. An access card is provided in combination with UI GME parking permits (43, 53, 65, 75, 90, MCNL and NW) that provides daytime on-call parking access to select parking ramps and Night Weekend privileges. Effective June 1, 2026, Parking Ramp 1, Parking Ramp 3, Newton Road Ramp, Field House Lot, or Hawkeye Ramp are available for GME emergency on-call parking. GME should park in their normal permit location at all times otherwise. Hourly rates for use of these facilities apply Monday-Friday 8:30 a.m. to 3:30 p.m. and will be billed to your account and deducted from your paycheck. Outside these daytime weekday hours, the access card provides night weekend privileges which are 3:30 p.m. – 8:30 a.m. Monday – Friday and all weekend long in public parking facilities, except patient parking facilities are restricted 4:30 a.m. – 1:30 p.m., Monday – Friday and employee prohibited parking violations are issued.
 - b. Do not pull a transaction ticket upon entry and attempt to use the card when exiting. This will result in a daily maximum charge for every incident.
 - c. Use of the card for consecutive entries without a paired exit (or consecutive exits without a paired entry) is prohibited and may result in a daily maximum charge for each incident.
 - d. Information and complete details about eligibility, rates and usage can be found on the department website.

E. Athletic Department Permits

- 1. Parking and Transportation maintains a limited number of permits for student athletes and coaches for the Department of Athletics.
- 2. Student athletes permit limitations
 - a. Permits are sold on a first come first served basis.
 - b. Students living in university residence halls are not eligible.
 - c. Students having a storage, Hancher, or commuter parking are not eligible.
 - d. Permit does not guarantee a parking space.
 - e. Program permits are sold each year on a first come first served basis.
 - f. Managers are not eligible for these permits.
- 3. Coach permits
 - a. Permit allows full or assistant coaches to receive a parking assignment in Parking Lots 11, 35, 37, 47, or 66.
 - b. Applies only to full or assistant athletic coaches with rank code of PSC1 or PSC2.

4. The Department of Athletics parking policy contains more detailed information about eligibility, permit locations, rates and usage and can be found on the department website.

F. Emeritus Permits

1. Parking and Transportation maintains emeritus parking permits that provide access to a wide range of university parking facilities.
2. Emeritus status is determined by the Provost Office.
3. Emeritus permits include an access card and do not expire.
4. The emeritus permit is not transferable to any other individuals, including family members.
5. The value of the emeritus permit and associated use of public parking is considered taxable income per federal guidelines. Parking and Transportation tracks all emeritus permit usage and reports the total value each year to the university controller.
6. Emeritus customers can view a summary of their monthly parking activity and any related charges on a secure web site located within the UI Employee Self Service portal under My Parking.
7. The Emeritus parking policy contains more detailed information about eligibility, rates and usage and can be found on the department website.
8. If a faculty retires and is hired back into another position, the emeritus parking permit will be invalidated. Employees must apply and pay for parking, regardless of emeritus status. Once terminated from employment, the emeritus permit can be reactivated.

G. U-PASS/Bus Passes

1. Employee U-PASS is available to University of Iowa faculty and staff employed 50% time or greater.
2. Student U-PASS is available to registered University of Iowa students (including graduate, teaching and research assistants).
3. Fees and cancellation
 - a. U-PASS annual rates are listed in the rates section of these regulations. U-PASS rates are not prorated within a month.
 - b. Student U-PASS is paid for by the semester.
 - c. U-PASS discounted (subsidized) rate applies when pass holders do not have a daytime parking or vanpool assignment.
 - i. Student parking permits that allow discounted U-PASS rates include Night Weekend, Storage, Motorcycle or No Permit.
 - d. U-PASS standard (non-subsidized) rate applies when pass holders do not meet the requirements for the discounted rates. Standard rates will be applied every month a daytime permit or van pool assignment is active.

- e. U-PASS must be returned to the parking office for cancellation. If U-PASS is active at any time from the 1st to the last day of a month, payment for the month is required.
- 4. If a U-PASS is lost, stolen or damaged, contact Parking and Transportation to complete a report and request a new pass. Replacement fees apply.
- 5. Employee U-PASS holders are eligible for the Emergency Ride Home Program.
- 6. The terms and conditions of the U-PASS program are subject to change.

H. Carpool Permits

- 1. Current permit holders who want to share driving with another university faculty/staff can exchange their parking permit for a carpool arrangement.
- 2. Procedures
 - a. All carpool members / vehicles must be added to the primary carpool members parking permit via the Parking Portal to use a carpool arrangement.
 - b. Carpool arrangements must be pre-approved by Parking and Transportation. Employees can complete the carpool form or contact the department to receive a form to initiate the process.
 - c. All carpool members must be identified with contact information, vehicle information, and license plates for each user.
 - d. Non-paying members of the carpool can request night weekend privileges via a parking access card if you provide proof you work during night weekend hours or on weekends.
- 3. The permit holder retains the rights to their permit and pays the permit fee, but the other identified carpool users can use the permit. If parking in a gated parking facility only the primary permit holders access card will be programmed for this location and required to be used when parking.
- 4. The carpool arrangement allows only one vehicle to park in the permit lot during the day. If more than one vehicle from a carpool is parked in the same lot at the same time, each car will be ticketed for concurrent parking.
- 5. The carpool can add up to 5 vehicles for convenience, but only 1 vehicle can park at a time.
- 6. If carpool partners change vehicles, license plates, or carpool partners, they will need to contact Parking and Transportation to confirm the changes.
- 7. Carpool pay members will need to contact Parking and Transportation to cancel the carpool arrangement.

I. Night Weekend (NW) privileges

- 1. NW privileges allow free parking for permit holders in ungated lots and public parking facilities during specific Night Weekend hours when demand is low.

2. Some public parking lots are permit-protected during the day and may result in fines for parking. Restricted parking areas are signed.
3. Night weekend allowed facilities
 - a. NW privileges allow free parking in all university public parking facilities and some gated facilities between 4:30 p.m. until 8:30 a.m. Monday-Friday and all-day all weekend long when the demand for parking is low. This NW program is not intended to be used in daytime parking facilities to change your daily parking assignment.
4. Night weekend restricted facilities
 - a. NW privileges are not valid in faculty/staff-only lots that are controlled 24/7. Lots may be controlled by a gate or by signage.
 - b. Effective July 1, 2025, night weekend access cards are restricted for entry between 4:30 a.m. - 1:30 p.m. Monday-Friday in all gated parking facilities on campus.
 - c. Parking Ramps 1, 2, and 4 are reserved for patients during weekday hours (8:30 a.m. – 4:30 p.m., Monday – Friday). Any vehicle legally registered to a university employee parking in these facilities during these hours without an appropriate permit, including those using NW privileges, will be subject to a citation and fine.
 - d. Family Care Center (FCC) parking lot is reserved for patients during weekday hours (8:30 a.m. – 4:30 p.m., Monday – Friday). Any vehicle legally registered to a university employee parking in these facilities during these hours without an appropriate permit, including those using NW privileges, will be subject to a citation and fine.
 - e. NW privileges are not valid in City of Iowa City facilities which include Lots 12, 62, 72, and 92.
5. Restrictions may apply to NW use during emergencies, special events, and maintenance or construction activities.
6. Night weekend access card usage procedures
 - a. Access cards are required to be used at all gated entry and exits to use NW privileges.
 - b. Always scan the access card at the entry and exit to capture each parking session. Calculations for parking fees will be based on the entry and exit times.
 - c. Access card use is required when the gates are up. Entry and/or exit time is noted even though the gate may already be up.
 - d. Do not pull a transaction ticket upon entry and attempt to use the card when exiting. This will result in a non-refundable daily maximum charge for every incident in each facility used.
 - e. Use of the card for consecutive entries without a paired exit (or consecutive exits without a paired entry) is prohibited and may result in a daily maximum charge for each incident.

- f. Never use your card to allow someone in, share, transfer, or pass back a parking access card. Each incidence will result in a daily maximum charge and is considered theft and may be prosecuted.
 - g. Employees parking during regular business hours in public parking facilities, or outside of NW hours, will be billed applicable parking rates. All NW charges will be deducted from the faculty or staff members' paychecks.
- 7. Night weekend charges outside free hours
 - a. If an access card is used in public parking facilities before 4:30 p.m. and/or exit after 8:30 a.m. on weekdays, or are parked during those hours, customers will be charged at the appropriate rate for each hour outside NW rules.
 - b. Any fraction of an hour will result in a full hour of charges (61 minutes = 2-hour parking charge).
 - c. There is no charge if the difference between the recorded exit time and the recorded entry time thirty (30) minutes or less.
 - d. There is no charge for permits and associated access cards specifically assigned to public parking facilities when access cards are used to enter and exit.
- 8. Night weekend billing
 - a. Employees parking during regular business hours in public parking facilities, or outside of NW hours, will be billed applicable parking rates on their account, which will be deducted via payroll through the Billing Office. All NW charges will be deducted from employee paychecks monthly; these charges take up to 60 days (about 2 months) to appear.
 - b. For example, employees using public parking facilities in August means the charges are deducted from the October 1 paycheck post-tax through the U-Bill.
- 9. Student Night weekend program
 - a. This permit restricts entry to Parking Ramps 1, 2, and 4 at all times.
 - b. Student NW access cards will only allow entry to gated facilities from 4:30 p.m. – 4:30 a.m. Monday through Friday and all weekend long. If you are parked within the allowed entry time your permit provides free parking from 4:30 p.m. – 8:30 a.m., Monday-Friday and all weekend long when parking demand is low.
 - c. This permit no longer allows you to park during daytime business hours. This permit only works during Night Weekend parking times. There are no refunds provided if you park outside the free hours, time goes into the free night weekend parking. You must use the access card to park during the approved hours to receive it.
 - d. For daytime parking in public parking facilities, you will be required to pull an entry ticket and pay as you park. You must use the same method of entering and exiting the facility. If you don't have a scan to enter but to exit you will be charged the daily maximum fee and this is non-refundable.

- e. To use the access card appropriately, please swipe for both entry and exit. If you only swipe the card for entry OR exit, you will automatically be charged a non-refundable daily maximum charge.
- f. The night weekend program will charge you the public parking hourly rate if you stay parked during daytime business hours and this will be billed to your U-Bill and take up to 60 days (about 2 months) to appear. Example: If you park in August, it will be billed on September 20th and reflect on your October 1 U-Bill.
- g. This access card and program should never be used to store your vehicle on campus or in a parking location. You should be moving your vehicle daily when using the night weekend permit on our campus.

J. Secure Bicycle Parking (Lockers and Cages)

1. Individuals wanting to use secure bicycle parking on campus will need to meet eligibility criteria and place their name on waiting lists.
2. Eligibility
 - a. University of Iowa faculty and staff employed 50% time or more in a permanent position, as defined by the UI Human Resources Department, are eligible for a secure bicycle parking assignment.
 - b. University of Iowa graduate students (including graduate, teaching, and research assistants) who are registered for the current academic session are eligible for a secure bicycle parking assignment.
 - c. University of Iowa undergraduate students who are registered for the current academic session are eligible for a secure bicycle parking assignment at the Slater lockers only.
3. Waitlists
 - a. Waitlists are accessed via the Parking Portal on the UI Parking and Transportation website.
 - b. Waitlists are maintained for secure bicycle parking.
 - c. New parking assignments are made from these waitlists.
4. Secure bicycle parking permit holders must register the bicycle or e-mobility device using the secure bicycle parking with UI Parking and Transportation.
5. Employee secure bicycle parking permits do not expire. Monthly fees apply until the employee cancels their permit.
6. Graduate student secure bicycle parking permits are available on an annual academic cycle (July 1 – June 30) based on availability. Fees apply until June 30 of the permit cycle unless the student cancels their permit before then.
7. Changes to bicycle or e-mobility device description, ownership, and permit cancellations are the responsibility of the employee and student.
8. Fees and cancellation

- a. Employee and graduate student permit annual rates are listed in the rates section of these regulations. Rates are not prorated within a month.
 - b. For rate definition, permit cycle runs from July 1 – June 30.
 - c. Permit holders are responsible for permit charges until the permit expires (if applicable), or they request termination of their permit through UI Parking and Transportation.
 - d. Permanent full-time employees 50% or greater paid monthly are eligible for payroll deduction. Employees who are eligible for payroll deduction will have their monthly secure bicycle parking permit deducted on an after-tax basis.
 - e. Parking payroll deductions are assessed one month after actual parking usage. For example, if you receive your permit on August 5, your deduction will be on your September 1 check. If you get your permit on or after August 16, a month and half deduction will go on your October 1 check.
 - f. All graduate student permits are billed on a semester basis. The first installment is billed at the time of purchase, typically in August and the second in January and the third in June.
 - g. Secure bicycle parking fees may be prepaid on a yearly basis. If prepaying for fees, yearly fees will be due July 1 each year or when user accepts waitlist offer for a permit.
9. Secure bicycle parking user requirements
- a. Only one bicycle or e-mobility device and related gear (helmet, pump, lock, rain gear, etc.) are allowed. No unrelated items.
 - b. Permit holders shall not permit another person to store a bicycle or e-mobility device or any other article in their assigned secure bicycle parking.
 - c. Permit holder waives any claims to the right of privacy and expressly consents to allow authorized university or Campus Safety personnel to open and inspect the secure bicycle parking and contents thereof at any time without prior notice.
 - d. University reserves the right to ask that all contents be removed for maintenance with 24-hour prior notice.
 - e. University of Iowa is not responsible for fire, theft, loss or damage to any items left in secure bicycle parking, and are not liable for any injury, loss, or damage arising from their use.
 - f. Depending on locker type, permit holders may need to provide their own padlock or pay a key deposit.
 - g. It is the permit holder's responsibility to ensure the secure bicycle parking is always locked regardless of being used or not, and to report any damage or malfunction of the locker.
 - h. There is no insurance coverage provided with secure bicycle parking use.
10. Secure bicycle parking permit termination
- a. Permit may be terminated if the permit holder is:

- i. No longer a University of Iowa faculty, staff, or student, or
 - ii. in default of user fee or
 - iii. if items other than those previously noted are stored in secure bicycle parking or
 - iv. if secure bicycle parking is left unlocked regardless of being used or not or
 - v. In violation of terms and conditions .
 - b. Upon termination, the university has the right to immediately take possession of the secure bicycle parking and any other contents, and the right to sell or otherwise dispose of those contents immediately, notwithstanding any provision of state code.
11. The terms and conditions of secure bicycle parking usage are subject to change.

Section 4: University Department Permits

A. General

1. Parking and Transportation supports on-campus, business-only mobility by maintaining a range of university department permits. These permits sold only to university departments are intended to allow employee access across campus for servicing buildings, providing fleet vehicle storage in public parking or gated facilities, and conducting university business in various locations across campus.
2. All university department permits are subject to space availability.
3. Permit requirements
 - a. All university department permits are required to be used in conjunction with official university business. They are not for personal convenience or for changing an existing personal parking lot assignment.
 - b. Departments shall maintain an accurate record of employees who use university department permits. Where university department permits are shared among multiple users, the department will maintain an accurate log of daily usage.
 - c. It is the responsibility of the department that holds the university department permit(s) to know who is using it at all times.
 - d. Departments should communicate permit restrictions and usage expectations to their employees in order to ensure proper permit usage.
4. Random audits may occur to help Parking and Transportation identify and educate those improperly using permits.
5. License plate recognition (LPR) for university department permits
 - a. Departments are required to submit and maintain current license plates for each employee or university vehicle who will use a university department permit(s).
 - b. License plate recognition (LPR) technology is used to enforce all parking regulations and permits, including university department permits.
 - c. Any vehicle using university department permit(s) may receive a citation if the license plate number is not added to the permit.

6. Citations and appeals

- a. Citations will be issued to university vehicles and personal vehicles using university department permits if found in violation of these regulations.
- b. Citations are the responsibility of the employees using the university department permit.
- c. Unpaid citations will be billed to the employee. Employees who receive a citation while using a university department permit may appeal the citation.
- d. Departments may not appeal citations.

7. Fees and cancellations

- a. University department permit rates are listed in the rates section of these regulations.
- b. University department permits are required to be prepaid annually. Financial renewal occurs on July 1. New permits and refunds will be prorated accordingly.

B. Departmental Permits

- 1. Departmental permits are required for university fleet vehicle storage in specific gated or public parking facilities, as space is available. If approved for one of these locations, the department is responsible for the permit rate.
- 2. Departmental permits are specific to one lot or ramp and do not receive additional parking privileges.
- 3. All departmental permits are approved by the director of Parking and Transportation.

C. Departmental Business Placard (DBP)

- 1. The departmental business placard program (DBP) supports on-campus, business-only mobility for a limited number of employees. The program placards provide access to a range of university parking facilities. Each placard contains an embedded proximity access card for use at qualifying gated parking facilities.
- 2. DBP permit requirements
 - a. DBP must be used in conjunction with a valid University of Iowa employee ramp or surface A parking permit.
 - b. DBP cannot be used with any student permit or the following faculty/staff parking lot permits: Lot 55 Hancher, Lot 65 Finkbine Commuter, Lot 75 Arena, Lot 85 Hawkeye Commuter, IRL-Iowa River Landing West or Intermodal, SSB Support Services Building, MCNL Medical Center North Liberty, MCD Medical Center Downtown or NW Night Weekend.
- 3. DBP open lots
 - a. DBP is valid in most faculty/staff reserved lots and UI public parking facilities.
- 4. DBP restricted lots
 - a. DBP is not valid in Cleary Walkway, Service Vehicle Zones, Loading Zones (free time meters), or hourly meters.
- 5. DBP use requirements

- a. Placard must be displayed on the front dash.
 - b. DBP use is limited to no more than three consecutive hours for each entry. Citations and/or charges may apply for exceeding time limits.
 - c. DBP use limited to one entry and one exit at a time. The placard cannot be shared for multiple and/or consecutive entries and exits.
 - d. DBP must be used for all entry and exits into a gated parking lot, even if the gate is up.
- 6. DBP use restrictions
 - a. Users should not take a cashier's ticket when using the DBP at a public parking facility.
 - b. Users should not use the DBP to enter an employee's assigned parking lot, exit an employee's assigned parking lot, or to access Night Weekend (NW) privileges.

D. Service Vehicle Zone Placard

- 1. The service vehicle zone placard is intended to facilitate parking for employees and vendors who have frequent, daily campus business at multiple campus locations while using their personal vehicles.
- 2. Service vehicle zone placards are valid only in posted university service vehicle zones.
- 3. Service vehicle zone placards must be properly displayed on the front dash of the vehicle.
- 4. Service vehicle zone placards allow for up to 4 hours of parking. Additional time beyond the 4 hours may result in a citation.
- 5. Vehicles with official state license plates may park in service (SVZ) zones and do not need to display a service vehicle zone placard.

E. Pentacrest Service Drive Placard

- 1. Pentacrest Service Drive placards are required to park along in the service drive on the Pentacrest by Jessup Hall and MacLean Hall.
- 2. Pentacrest Service Drive placards are for use by departments or vendors in transacting university business only.
- 3. Pentacrest Service Drive placards must be properly displayed on the front dash of the vehicle.
- 4. Pentacrest Service Drive placards allow for 30 minutes of parking. Additional time beyond 30 minutes may result in a citation.
- 5. Vehicles using the Pentacrest Service Drive placard must not block sidewalks.
- 6. University vehicles are required to display a Pentacrest Service Drive placard.

F. Service Master Access Cards

- 1. Service master access cards provide access to gated parking facilities. They are limited to:

- a. University and city/area emergency and first responders
- b. Parking, facility, and utility maintenance vehicles to service the ramp or gated facility.
- c. Specific facility and utility maintenance vehicles servicing adjacent facilities
- d. Waste management vehicles providing services for university departments.

Section 5: Public Parking

A. General

1. Public parking locations are shown on the parking map on the department website.
2. Public parking rates for all public parking facilities, meters, and mobile payment zones are listed in the rates section of these regulations.
3. Payment in all public parking facilities is processed at pay stations in the exit lane of each facility. Acceptable payment modes include debit or credit cards. Some locations will accept cash payment.
4. Parking meters accept coin payment or mobile payment as posted on the area sign and/or meter.
5. Mobile payment zones / pay by plate zones require payment through a mobile payment app as posted on the area signs.
6. Lost tickets or unable to pay
 - a. When customers lose a transaction ticket or when payment cannot be made in a parking ramp or pay lot for any reason, customer vehicle and contact information will be collected prior to exit.
 - b. Customers will be billed a fee notice for their parking session time. If the entry time cannot be corroborated, the daily maximum fee will be assessed.
 - c. After multiple instances where the same customer loses their transaction ticket or cannot pay, they will be contacted by Parking and Transportation to resolve the issue. The customer may be billed at the maximum daily rate for each subsequent lost ticket.

B. Visitor parking

1. Visitor parking is available in all campus parking ramps, pay lots and meters, unless otherwise posted.
2. Faculty / staff lots are open to the public on weekdays 4:30 p.m. – 7:30 a.m. and all weekend, unless otherwise posted. Reserved lots for employees or students may be controlled by a gate that functions 24/7 or by signage.
3. Reserved / restricted parking lots.
 - a. Visitors with temporary or extended need for access to parking lots may apply for a temporary parking permit at the Parking and Transportation office. Accommodation is limited to space availability in all lots.

4. Visitors with motorcycles can park at the FCC loop, LCUA, and HTRC park mobile zones.
5. Visitor ADA Parking
 - a. All visitor parking facilities have ADA accessible parking.
 - b. Display of a valid state-issued disability placard is required to parking in ADA stalls.
 - c. ADA parking must be paid to avoid a parking citation.

C. Patient parking

1. Patient parking is available In Parking Ramps 1, 2, 4, and the Family Care Center parking lot during weekday hours (8:30 a.m. to 4:30 p.m. Monday – Friday).
2. Patient ADA parking
 - a. All public parking facilities have ADA accessible parking. Display of a valid state-issued disability placard is required to park in ADA stalls.
 - b. ADA parking must be paid to avoid a parking citation.

D. Contractor and project parking

1. Contractor parking is available in most public parking ramps, pay lots and meters, unless otherwise posted. We don't allow contractors to park in patient parking facilities (Parking Ramp 1, 2, or 4).
2. All construction lay down, storage of materials, or special contractor parking must be reviewed and approved by the Parking and Transportation department. Fees may apply.
3. Temporary parking permits are required on all areas of campus including areas outside of dedicated parking, like sidewalks, grass, patios, etc.
4. Contractors with temporary or extended need for access to parking lots may apply for a temporary parking permit at the Parking and Transportation office. Accommodation is limited to space availability in all lots.

Section 6: Parking Regulations

A. General

1. All parking on campus is designated as signed or marked.
 - a. Campus parking stalls are marked either by parking blocks or by stall lines.
 - b. Parking must be between stall lines or directly behind the parking blocks.
 - c. Lots are governed by signs placed at the entrance(s) to the lot.
 - d. All posted regulations on signs and meters must be observed.
 - e. Some lots may have multiple uses.
 - f. Some stalls within a lot may be further restricted by signs.
 - g. Users are responsible for understanding which sign governs the stall they use.
2. Hours of enforcement
 - a. Reserved faculty/staff/student lots are enforced from 7:30 a.m. – 4:30 p.m., Monday – Friday including interim periods, unless otherwise posted.

- b. Areas enforced 24 /7 include:
 - i. All motorcycle parking lots
 - ii. All service vehicle zones & loading zones
 - iii. All ADA parking stalls, permit and public
 - iv. Bicycle parking areas
 - v. Prohibited parking areas
 - vi. Specific faculty / staff lots noted in following sections
- 3. Prohibited parking areas on campus include:
 - a. Fire lanes are any area specifically marked, striped, signed or designated.
 - b. Signed tow zones
- 4. Areas not open to parking
 - a. Any area in which direct and immediate access to a fire hydrant, firefighting apparatus, or fire exit would be blocked
 - b. Signed “No Parking” areas, which may or may not be striped
 - c. Loading docks unless otherwise signed
 - d. Bus stops unless otherwise signed
 - e. Service drives
 - f. Driveways
 - g. Grass
 - h. Sidewalks
 - i. Roadways or traffic lanes
- 5. Vehicles must have the applicable permit and the license plate added to the permit for the area in which they are parked during the hours of enforcement. Vehicles without a valid permit are subject to citations, towing, and fines if parked in a permitted or reserved parking area.
- 6. To promote turnover and parking compliance, multiple parking citations may be issued throughout the day to a vehicle that continues to violate parking regulations. For example:
 - a. A vehicle parked at an expired parking session that has a one-hour time limit may be issued a parking citation every hour, after the original time allotment.
 - b. A vehicle parked in a reserved lot may receive a ticket in the morning, and then again in the afternoon.
 - c. A vehicle parking in a 15 or 30-minute loading zone beyond the original time allotment may receive a ticket every hour.
 - d. Vehicles are considered parked when left unattended by a driver for any period of time.
- 7. The responsibility for finding a legal parking space rests with the vehicle operator. Lack of space in a facility is not a valid excuse for violating a parking regulation.
- 8. Large vehicles like semis, box trucks, 5th wheels, buses, trailers, and recreation vehicles (RV's) are not permitted to park in public parking facilities or reserved lots without prior approval by Parking and Transportation. Please contact the department to arrange for temporary accommodation.

B. Permits and License Plate Recognition (LPR)

1. Virtual permits

- a. All vehicles issued a permit to park on campus must have a current and valid state issued license plate associated with a parking account.
- b. Permit holders are responsible for ensuring license plate information is accurately entered and submitted when applying for or renewing a permit. Permit holders may receive a citation if their license plate and permit information does not match, including an incorrect license plate number or a typo. For vehicles that do not have permanent license plates, it is important to contact the Parking Office to get the full VIN added to your parking permit.
- c. It is the responsibility of vehicle operators to ensure that license plates face the drive lane to be scanned for compliance. A vehicle may be cited if its license plate cannot be scanned by parking enforcement.
- d. License plates shall be clearly visible and legible at all times. Blocking or covering a license plate to avoid LPR scanning may result in a citation.
- e. Permit holders shall add only license plates registered to them as the owner or registered to a family member. License plates registered to other employees are considered permit sharing and is a violation of parking policy.
- f. Only one vehicle associated with a permit is permitted to park on campus at any time (in locations other than visitor parking areas). If multiple vehicles associated with the same permit are found in the same lot, citations for concurrent parking will be written to all vehicles associated with the permit.

2. Physical permits

- a. In the limited circumstances where physical permits or hangtags are required, they must be displayed from the rear-view mirror and visible from the front of the vehicle.
- b. Motorcycles must display permits on the rear of the unit.
- c. In the limited circumstances where parking placards are required, they must be displayed on the dashboard and visible from the front of the vehicle.

C. Reserved employee lots

1. Reserved parking lots for faculty / staff may be controlled by signage and/or a gate that functions 24/7. Motorcycles must park in designated motorcycle areas and require a valid motorcycle permit.
2. Faculty / staff lots are reserved for permit holders only on weekdays 7:30 a.m. – 4:30 p.m., unless otherwise posted.
3. Faculty / staff lots are open to the public on weekdays 4:30 p.m. – 7:30 a.m. and all weekend, unless otherwise posted.
4. All reserved employee lots are shown on the parking map and maintained on the department website.

D. Reserved student lots

1. Reserved parking lots for students may be controlled by signage and/or a gate that functions 24/7.
2. Motorcycles must park in designated motorcycle areas and require a valid motorcycle permit.
3. All reserved student lots are shown on the parking map and maintained on the department website.

E. Public parking facilities / gated lots

1. No person shall park a vehicle in a public parking facility or pay lot without making full payment for time.
2. No refunds are issued for unused time.
3. If a customer is unable to pay for their exit at a public parking facility, they will be assessed a fee notice. Dispatchers will develop the fee notice at exit. If the entry time cannot be corroborated, the daily maximum fee will be assessed. The fee notice will be processed and sent to the driver or owner of the vehicle.
4. Tailgating or following another car through a parking gate before it has a chance to lower, is prohibited. Citations, daily maximum fees, and/or reporting to UIPD for theft of services may be assessed for tailgating.

F. Patient parking ramps

1. In Parking Ramps 1, 2, 4, and the Family Care Center parking lot, parking is reserved for patients during weekday hours (8:30 a.m. – 4:30 p.m. Monday – Friday).
 - a. Any vehicle legally registered to a university employee parking in these facilities during these hours without an appropriate permit for the facility, including those using NW privileges, will be subject to a citation and fine.
 - b. In addition to the fine, any hourly charges will apply.
 - c. E-citations will be issued via email to the university employee who is listed as the legally registered owner of the vehicle parked in patient parking ramps without a verified patient appointment. E-citations will be sent via email within two business days after the parking session. See the employee as patient parking webpage for more information.
2. If an employee receives a citation in the patient parking ramps while at their appointment or with a minor or family member, they may submit a parking in UIHC ramp verification form located on the Parking and Transportation website. This form will be used to verify appointments with University of Iowa Health Care. If the appointment is confirmed as valid, the citation will be cancelled. This form has been approved by the Iowa Health Care compliance office.

G. Accessible parking spaces / ADA

1. Accessible parking spaces are distributed across campus and reserved for individuals with an appropriate state ADA credential or license plate.
2. A valid university permit or placard must also be displayed for all ADA spaces in reserved lots during hours of enforcement (7:30 a.m. – 4:30 p.m., Monday-Friday) unless otherwise indicated by signage. After 4:30 p.m., only the appropriate ADA license plate or identification placard is required.
3. Sanctions may be imposed when vehicles are parked in violation of State of Iowa and university accessible parking regulations.
4. ADA parking must be paid at meters and public parking facilities to avoid a parking citation.

H. Parking meters / mobile payment zones

1. Parking meters and mobile payment zones allow for parking payment through a physical parking meter and mobile payment option, or just a mobile payment option. Both parking options allow for hourly parking and are governed by posted signs.
2. For the purposes of these regulations, the terms “meter” and “mobile payment zone” may be used interchangeably.
3. Metered parking spaces are open to all students, faculty, staff, and visitors upon payment of the proper fee for the time the space is occupied, unless otherwise posted.
4. If your vehicle does not have permanent license plates, please enter the last 6 digits of the VIN as your license plate.
5. Reserved parking zones and meters:
 - a. CDD lot, Lot 21, Newton Road Ramp Daycare Meters, and Law Visitor Meters
 - b. These meters can only be used by specific permit holders during designated times as signed.
6. Hours of meter enforcement are indicated in the mobile payment application and must be followed.
7. Violations for overtime parking in metered or pay-per-hour parking lots will be enforced.
8. Meters have time limitations to encourage turnover. Customers are limited to the posted time limitation. Parking sessions cannot be renewed at the same zone for at least one hour.
9. Multiple citations can be issued for consecutive time limits exceeded.
10. In metered areas, one should park in the parking stall corresponding to the meter paid.
11. Malfunctioning meters
 - a. If the coin mechanism on a meter is malfunctioning, the customer shall use the alternate mobile payment option to pay for their parking session or move to another parking space.

- b. The Parking Office should be notified of malfunctioning meters at the time of use. The customer must provide the parking meter number and the problem's nature.
- 12. Motorcycles are not permitted at campus meters and should park in designated motorcycle lots.
 - a. Exceptions for motorcycle parking in meters are located at HTRC, LCUA and FCC loop. Only one motorcycle is allowed at a meter at any one time.
- 13. Hooded meters
 - a. Meter hoods can be used to reserve on-street metered parking spaces.
 - b. Current meter hood rates apply for all requests.
 - c. Only university departments and/or vendors can request hooded meter spaces. Employees and students may not hood meter parking.
 - d. Loading zones may not be reserved or hooded, unless approved by the director of Parking and Transportation.
 - e. ADA meters may not be reserved or hooded, unless approved by the director of Parking and Transportation.

I. Loading zones

- 1. Loading zones are parking spaces open to all students, faculty, staff, and visitors, unless otherwise posted.
- 2. Loading zones are typically metered and require pushing a button on the meter to start the timed parking session.
- 3. Loading zones are available for a limited amount of time. Time will be noted on the loading zone signs. The time limit indicated on each meter and/or sign must be followed.
- 4. Loading zone meters may not be reset, meaning the meter button may not be pushed for more time.
- 5. Violations for overtime parking in loading zones will be enforced.
- 6. Multiple citations can be issued for consecutive time limits exceeded.

J. University Fleet vehicles

- 1. University vehicles are subject to all university traffic and parking regulations.
- 2. University vehicles are allowed to park in any ungated lot on campus.
- 3. Storing a university vehicle in a gated or public parking facility requires a departmental permit.
- 4. University state vehicles are not to be stored in service vehicle zones. These are for short term parking to provide service to buildings.
- 5. If you are not using the vehicle regularly, it needs to be parked in an ungated parking lot on campus such as Hancher Lot 55 or Finkbine Commuter Lot 65.
- 6. University vehicles must pay for parking zones or parking meters when used.

7. University vehicles must observe loading zone time limits and meter push button regulations if present.
8. University vehicles shall not be parked in an area normally not available for parking, such as grass or blocking sidewalks, driveways, service drives, roadways, or other parking areas.
9. The university is not responsible for fines, impoundment charges, or other costs resulting from violations of traffic or parking regulations by drivers of university vehicles.
10. Citations shall be paid by the person to whom the vehicle was assigned when the violation occurred. Departments are responsible for maintaining a log of drivers/ vehicles to assign citations / fines.
11. University vehicles should be mindful during winter weather to make sure the vehicle has been moved so that snow can be plowed.

K. Motorcycles

1. All motorized vehicles with less than four wheels including mopeds and scooters are considered motorcycles for parking permit purposes.
2. Permits are required to park motorcycles on campus. Permits must be permanently and visibly affixed to be seen from the motorcycle's rear.
3. Motorcycles are subject to the same sanctions that apply to automobiles. All motorcycles shall be parked only in the parking areas designated for these vehicles. Motorcycle parking areas are shown on the campus parking map.
4. Motorcycles shall not be parked in any other area, including the university's lawns, sidewalks, automobile parking spaces including meters areas, or bicycle racks.
5. Motorcycles are not allowed to park in gated facilities or meters unless listed below:
 - a. Fieldhouse Ramp
 - b. Lot 11
 - c. HTRC meters
 - d. LCUA meters
 - e. FCC Loop meters

Section 7: Parking Enforcement, Citations, Barnacles, Towing, and Impoundment

A. General

1. The legally registered owner of the vehicle shall be responsible for all parking violations associated with the vehicle and is subject to any and all sanctions resulting from these violations.

2. Where a parking permit cannot be connected to a vehicle, charges for violations shall be assessed against the owner or registrant of the vehicle involved in each violation and shall be billed through the University Billing Office.

B. Citations

1. Parking and Transportation holds citations for 10 days after issuance in order to allow for payment directly to the department.
2. Payments for outstanding citations may be made in person, on the department website through the Parking Portal, and through the mail.
 - a. All mailed payments must include the citation number to apply the payment to the correct violation. Parking and Transportation contact information is listed on the website.
3. If payment is not received within 10 days after citation issuance, outstanding balances are sent to University Billing Office.
4. Employee parking related fees and sanctions are sent to U-Bill for collection. They may be payroll deducted if they are not paid after the initial billing cycle.
5. Student parking related fees and sanctions are sent to U-Bill for collection.
6. E-citations will be issued via email to the university employee listed as the legally registered owner of the vehicle parked in patient parking ramps without a verified patient appointment. E-citations will be sent via email within two business days after the parking session. See the employee as patient parking webpage for more information.

C. Barnacles, Towing, and Impoundment

1. The following are grounds for barnacle, towing, and impoundment of a vehicle on university property:
 - a. Accumulation of \$200 or more in citations on one vehicle paid or unpaid, within the parking year.
 - i. All unpaid violations count toward the \$200 tow list limit, excluding reserved for handicap.
 - b. Parking in a zone plainly marked as a tow-away zone.
 - c. Blocking access to, prevents use of or inhibits operation of a facility, structure or activity; or it is causing damage, or represents a safety hazard
 - d. Parking a vehicle in such a manner as to block drives or other vehicles.
 - e. The vehicle is abandoned. If the operator cannot be found within 72 hours the vehicle is determined to be abandoned.
2. The university assumes no responsibility for damage to a towed/barnacled vehicle.
3. Barnacle/tow list
 - a. The barnacle/tow list is used to barnacle or tow vehicles found in a parking violation on campus.

- b. After the accumulation of \$100 of violations on one vehicle, a barnacle/tow warning notification email will be sent to the legally registered vehicle owner or permit-holder if known.
 - c. After the accumulation of \$200 of violations on one vehicle, a barnacle/tow eligible notification email will be sent to the legally registered vehicle owner or permit-holder if known.
 - d. Individual vehicles will remain on the barnacle/tow list until the applicable citation balance is paid in full or reduced below the \$200 threshold.
- 4. Habitual violator policy:
 - a. If you exceed the threshold of \$450 in parking citations in a permit year (July 1 to June 30) you will be barnacle/tow eligible under the habitual violation policy. You will not be removed from the barnacle/tow list until July 1 of the next permit year.
 - b. Once your vehicle exceeds the threshold of \$1,000 in parking citations you will be permanently placed on the barnacle/tow eligible list under the habitual violation policy.
 - c. Employee vehicles with 10 or more employee in ramp (A4) parking citations for using restricted patient parking facilities including Family Care Clinic, North Liberty Patient Lot, and Parking Ramp 1, 2, or 4 will be permanently placed on the barnacle eligible list under the habitual violation policy.
- 5. The university contracts with a private firm to provide towing services for vehicles found in violation. The contracted towing company will store these vehicles until they are claimed by their owner or disposed of.
 - a. If the operator of the vehicle shows up after a tow truck has been summoned but before the tow is completed, any applicable fees must be paid to the towing company.
- 6. Reclaiming vehicle after being towed/barnacled
 - a. Tow Process:
 - i. Before getting vehicle back after a tow, vehicle owners/operators must first sign a release at the UI Police Department.
 - ii. Towed vehicles are stored at an impound lot managed by the university towing vendor.
 - iii. A fee will be charged for the cost of impoundment and storage by the towing company, which must be paid prior to the release of the vehicle.
 - b. Barnacle Process:
 - i. All outstanding unpaid parking tickets must be paid before the Barnacle device can be removed. The vehicle will be charged a \$100 barnacle fine. In addition, the Barnacle vendor requires a \$300 deposit to release the device.
 - ii. This deposit is refunded once the Barnacle device is returned to one of the barnacle drop box locations either between Parking Ramp 3 and Hawkeye Ramp in the motorcycle lot or the library lot is a second barnacle box.

- iii. A credit for the \$300 deposit will be issued to the original credit card used for payment within 48 business hours.

Section 8: Parking Appeals

A. General

1. Parking appeals are intended to address citations that are issued contrary to these regulations, issued in error, or when there are unique circumstances that should be considered.
2. Appeals must be submitted within ten (10) calendar days of the issuance of the citation.
3. Appeals submitted after this time frame will not be accepted.
4. When submitting a citation appeal, a defense must be provided.
5. Decisions of the appeals committees are independent of the Parking and Transportation Department and are considered final.
6. Abusive or vulgar appeals, including the use of profanity, will be **automatically denied** without review. As an Employee or Student of the University of Iowa you are required to follow the applicable code of conduct. [Ethics and Responsibilities of University Employees](#) & [Code of Student Life](#)

B. Appeal requirements

1. Citation appeals must be submitted online at Parking and Transportation website.
2. All appeals must be received no later than 10-calendar days after the date the citation was issued to qualify as a valid appeal.
 - a. An appeal received after 10 calendar days is considered late and the citation will be upheld.
3. Citation decisions and fees
 - a. If the citation is dismissed, the citation fee will be cancelled. If the citation has been paid, the citation fee will be refunded.
 - b. If the citation is upheld, the citation fee will be billed.
 - c. An email with the appeal decision will be sent to the applicant.
4. Second level appeals
 - a. Customers may submit an appeal for a second level review if their first appeal is upheld.
 - b. Second level appeals are reviewed by the faculty / staff appeals committee or the Student Judicial Court. Public appeals are reviewed administratively.
 - c. A request for a second level review will be accepted if it is received within ten calendar days of the administrative review decision.
 - d. All second-level appeals must include additional evidence not included in the first appeal.

- i. If no new evidence is submitted, the appeal will be administratively dismissed, and the citation will remain upheld.
- e. All second level appeals must include payment of the citation that is being appealed.
 - i. If the citation is dismissed, the citation fee will be refunded.
 - ii. If the citation is again upheld, the citation fee will remain applied to the citation balance.
- f. An email with the appeal decision will be emailed to the applicant.

C. Administrative appeals

1. Parking and Transportation staff may process administrative appeals for the following citations and reasons:
 - a. Expired meter citations
 - i. first time offense
 - ii. Suspected and/or confirmed mobile payment / wireless connection timing issues
 - b. 48-hour rule
 - i. The 48-hour rule applies when the customer is eligible for the specific permit where the citation was issued and has secured the relevant permit within 48 hours (about 2-business days) of receiving the citation.
 - c. LPR customer data entry errors from customer parking portal
 - i. Where the customer clearly made an error in entering license plate info. For example, one letter of the license plate is incorrect.
 - d. LPR camera read errors
 - i. Where the LPR misreads a license plate character that could reasonably be interpreted as another character, resulting in a citation that would not have otherwise been issued.
2. Administrative appeals will be completed within 45 days (about one and a half months) of receipt of a valid appeal.
3. Citations may be suspended, upheld, or sent to the faculty and staff or student appeal committee as needed.

D. Faculty and staff appeals

1. Faculty and staff parking citation appeals are reviewed by the Faculty-Staff Parking Appeals Committee. The committee comprises faculty and staff appointed by the UI Faculty Senate or UI Staff Council.
2. The Faculty-Staff Parking Appeals Committee meets monthly or as needed to process appeals.
3. Faculty or staff may appear in front of the Faculty-Staff Parking Appeals Committee to present their case. To appear in person for an appeal, please contact the Parking and

Transportation office after submitting an appeal to confirm when the case will be reviewed.

4. An appeal heard by the Faculty-Staff Parking Appeals Committee may be dismissed, upheld, suspended, or modified.

E. Student Appeals

1. Student parking citation appeals are heard by a committee of the Student Judicial Court (SJC), which is a joint committee between the University of Iowa Student Government (USG) and the Graduate and Professional Student Government (GPSG), and the Student Elections Commissioner (SEC).
2. Students may appeal any parking sanction.
3. Students may appear in front of the Student Judicial Court to present their case. To appear in person for an appeal, please contact the Parking and Transportation office after submitting an appeal to confirm when the case will be reviewed.
4. Students holding faculty and staff permits will file appeals under faculty-staff regulations.
5. Committee meets monthly.
6. An appeal heard by the Student Judicial Court may be dismissed, upheld, suspended, or modified.

F. Public Appeals

1. Public appeals are processed administratively by the Parking and Transportation department.
2. Citations are either dismissed, modified, or upheld.

Section 9: Bicycles and Electric Mobility Devices

A. General

1. Campus bicycle operating regulations are located in the University of Iowa Policy Manual. Bicycles and e-mobility devices should be operated safely according to regulations and not brought into, stored or ridden inside buildings.
2. Campus bicycle parking regulations are located in the University of Iowa Policy Manual and in these regulations.

B. Registration

1. A voluntary, free bicycle registration program for bicycles and e-mobility devices is offered to all university students, faculty, and staff.
2. Bicycle registration is available online at university's Bike Index webpage.
3. Registration is complete when the registration decal is securely and visibly affixed in an easy-to-view area of the bicycle or e-mobility device (i.e., seat tube or the diagonal down tube).

C. Parking regulations

1. Bicycle and e-mobility device users should always use bicycle racks to protect property, pedestrians, and access to university facilities.
2. Bicycles and e-mobility devices must not be:
 - a. Stored inside university buildings
 - b. Attached to or rested against trees or shrubs
 - c. Attached to or rested against signs, handrails, or handicap parking meters
 - d. Attached to or rested against street furniture
 - e. Parked in a manner which limits access to, or use of any university facility or safety device
 - f. Parked in specifically prohibited parking areas
3. Properly registered bicycles and e-mobility devices found in violation of these regulations may be cited. If the violation creates a safety hazard, damages property, or prevents use of or access to any university facility, the bicycle may also be impounded.
4. Unregistered bicycles and e-mobility devices or bicycles and e-mobility devices not displaying proper registration decals found in violation of these regulations may be cited and either immobilized or impounded.
5. Bicycles, e-mobility devices, and locking devices may not be abandoned on campus.
6. Unregistered bicycles, e-mobility devices, and /or locking devices left undisturbed in racks or other legal parking areas for seven days or more may be treated as abandoned and impounded. Bicycles, e-mobility devices, and/or locking devices may be posted with a notice for seven days prior to removal.
7. Registered bicycles and e-mobility devices left undisturbed in racks for one calendar month may be treated as abandoned. The Parking and Transportation department will attempt to notify the owners prior to impounding.

D. Fines and fees

1. Fines and fees may be assessed against the owner, operator, or registrant of the bicycle or e-mobility device involved in each violation and shall be billed through the University's Business Office.
2. The registrant of the bicycle or e-mobility device shall be responsible for all parking violations issued to the bicycle or e-mobility device and is thus subject to any and all fines and fees resulting from these violations.
3. Violations of parking regulations may also be enforced by the immobilizing and/or impoundment of a bicycle.
4. Violations are cumulative for the year beginning on July 1 – June 30.

E. Immobilization/impoundment

1. Bicycles or e-mobility devices accumulating ten or more violations for the year, July 1 – June 30, are subject to impoundment for each additional violation. Accumulation of violations starts over every July 1.
2. Bicycles, e-mobility devices, and locking devices that create a safety hazard, damage property or limit use of or access to any university facility are subject to impoundment.
3. Immobilized bicycles, e-mobility devices, and locking devices not claimed after two working days are subject to impoundment.
4. Abandoned bicycles, e-mobility devices, and locking devices are subject to impoundment.
5. Bicycles, e-mobility devices, and locking devices may be claimed by proving ownership, registering the bicycle or e-mobility device (if applicable), and paying the appropriate fines and immobilization/impoundment fees.
6. All impounded bicycles, e-mobility devices, and locking devices will be held for 60 days (about 2 months), during which time the owners upon payment of all outstanding fines and charges may claim them.
7. After 60 days, all unclaimed bicycles, e-mobility devices, and locking devices will be deemed abandoned property. Bicycles, e-mobility devices, and locking devices considered abandoned may be sold as abandoned property through the Surplus Department.
8. The university will not pay for locking devices damaged or destroyed during impoundment.

Section 10: Rates and Fees

A. General

1. Annual employee permit rates are effective July 1 – June 30.
2. Student permit rates apply to fall, spring, and summer semesters. Applicable cycles for student semester permits are:
 - a. Fall: August 16 – December 31
 - b. Spring: January 1 – May 15
 - c. Summer: May 16 – Aug 15
3. Departmental permits are effective July 1 – June 30.
4. Hourly rates are effective July 1 – June 30.

B. Permits, bus passes, citations and other fees

1. All Parking and Transportation rates and fees are listed on the attached pages.

Appendix – FY 2027 Parking and Transportation rates

Faculty and staff permit rates					
Type	Monthly	Annual	Semester	Daily	Replacement fee
Physicians Permit	\$250.00	\$3,000.00	N/A	NA	NA
Ramp Reserved	\$117.00	\$1,404.00	N/A	N/A	N/A
Ramp Night	\$65.00	\$780.00	N/A	NA	NA
Parking Permit A	\$73.00	\$876.00	N/A	N/A	N/A
Parking Permit B	\$53.00	\$636.00	N/A	NA	NA
Surface Night	\$32.00	\$384.00	N/A	N/A	N/A
Commuter A	\$29.00	\$348.00	N/A	NA	NA
Commuter B	\$21.00	\$252.00	N/A	N/A	N/A
Hawkeye Commuter	\$18.00	\$216.00	N/A	NA	NA
Night Weekend (NW)	\$20.00	\$240.00	N/A	N/A	N/A
Motorcycle	\$15.00	\$180.00	N/A	NA	NA
Secure Bicycle Parking	\$5.00	\$60.00	N/A	N/A	N/A
Refunds are prorated on the 15th of the month. Cancellations received by 15th of the month will receive a 50% refund. No refunds issued after the 15th. No partial month refunds for Secure Bicycle Parking.					

Faculty and staff temporary permit rates					
Type	Monthly	Annual	Semester	Daily	Replacement fee
Ramp Reserved	N/A	N/A	N/A	\$20.00	NA
Parking Permit A	N/A	N/A	N/A	\$15.00	N/A
Parking Permit B	N/A	N/A	N/A	\$10.00	NA
Commuter Permit	N/A	N/A	N/A	\$5.00	N/A

Faculty and staff U-PASS rates					
Type	Monthly	Annual	Semester	Daily	Replacement fee
U-PASS Iowa City, Discounted (no parking permit)*	N/A	N/A	N/A	N/A	NA
U-PASS Iowa City, Standard (with parking permit)*	N/A	N/A	N/A	N/A	N/A
U-PASS Coralville, Discounted (no parking permit)	\$15.00	\$180.00	N/A	N/A	NA
U-PASS Coralville, Discounted (with parking permit)	\$28.00	\$336.00	N/A	N/A	N/A
* Iowa City Transit U-PASS program suspended Aug. 1, 2023 due to the fare free pilot program.					

Student permit rates					
Type	Monthly	Annual*	Semester	Daily	Replacement fee
Surface A	\$68.00	\$612.00	\$306.00	NA	NA
Storage	\$55.00	\$495.00	\$247.50	N/A	N/A
Surface B	\$48.00	\$432.00	\$216.00	NA	NA
Commuter A	\$29.00	\$261.00	\$130.50	N/A	N/A
Commuter B	\$18.00	\$162.00	\$81.00	NA	NA
Motorcycle	\$15.00	\$135.00	\$67.50	N/A	N/A
Night Weekend	\$8.00	\$72.00	\$36.00	NA	NA
Secure Bicycle Parking	\$5.00	\$60.00	\$30.00	N/A	N/A
* Annual cost reflects fall and spring semesters combined					
Refunds are prorated on the 15th of the month. Cancellations received by 15th of the month will receive a 50% refund. No refunds are issued after the 15th of the month. No partial month refunds for Secure Bicycle Parking.					
Fall semester permit cycle: August 16 — December 31					
Spring semester permit cycle: December 31 — May 15					
Summer semester permit cycle: May 16 — August 15					

Student U-PASS rates					
Type	Monthly	Annual	Semester	Daily	Replacement fee
U-PASS Iowa City, Discounted (no parking permit)*	N/A	N/A	N/A	N/A	NA
U-PASS Iowa City, Standard (with parking permit)*	N/A	N/A	N/A	N/A	N/A
U-PASS Coralville, Discounted (no parking permit)	N/A	N/A	\$50.00	N/A	\$25.00
U-PASS Coralville, Discounted (with parking permit)	N/A	N/A	\$100.00	N/A	\$25.00
The Student UPASS is paid by semester.					
* Iowa City Transit U-PASS program suspended Aug. 1, 2023 due to the fare free pilot program.					

Departmental permits, placards, and access cards					
Type	Monthly	Annual	Semester	Daily	Replacement fee
Departmental Business Placard (DBP)	\$50.00	\$600.00	N/A	N/A	N/A
Departmental Permits	TBD*	TBD*	N/A	N/A	N/A
Service Vehicle Placard	\$50.00	\$600.00	N/A	N/A	N/A
Service Master Placard	\$117.00	\$1,404.00	N/A	N/A	N/A
Service Master Access Card	N/A	N/A	N/A	N/A	\$25.00
Pentacrest Placard	N/A	No Charge	N/A	N/A	N/A
* Departmental permit rate defined by type: ramp, surface A, or surface B. See faculty and staff permits for rate.					
Refunds are prorated on the 15th of the month. Cancellations received by 15th of the month will receive a 50% refund. No refunds issued after the 15th.					

Other services		
Type	Hourly	Daily
Field services, per officer	\$50.00	N/A
Hooded meters	N/A	\$30.00

Hourly rates – standard rate	
Time	Cost
0-30 minutes	Free
31 – 60 minutes	\$0.75
Each additional hour	\$1.75
Daily maximum per day	\$30.00

Meter/mobile zone rates	
Location	Cost per hour
Public meter/zone	\$1.75
Public zone at Finkbine Commuter (Lot 65)	\$0.50
Public zone at University Club (Lot 73)	\$0.50
Public zone at Hawkeye Commuter (Lot 85)	\$0.50
Public zone at Medical Center North Liberty	\$0.50
Public zone at Heath Care Support Services Building	\$0.50
Public zone at Integrated Services Center	\$0.50

Parking citation rates	
Violation type	Rate
Reserved for Handicapped	\$200.00
Fraudulent Use of Permit	\$100.00
Prohibited Zone (example: Fire Lane)	\$100.00
Misuse of Parking Equipment	\$100.00
Barnacle Fee	\$100.00
Towing Fee	\$100.00
Employees Prohibited in Patient Parking - Sixth and all subsequent violations	\$75.00
Employees Prohibited in Patient Parking - First five parking violations	\$50.00
Students Prohibited in Patient Parking	\$50.00
Contractor/Vendor Prohibited in Patient Parking	\$50.00
Concurrent Parking (shared permit use verified same time)	\$40.00
Expired Parking Session	\$35.00

Parking citation rates	
Violation type	Rate
License Plate Recognition (LPR) Plate Not Facing Lane	\$30.00
Reserved Area	\$30.00
Loading Zone	\$30.00
Area Not Open to Parking	\$30.00
Motorcycle Prohibited	\$30.00
Parked in an Irregular Manner	\$30.00
Service Vehicle Zone	\$30.00
Other	\$30.00
License Plate Recognition (LPR) License Plate Obscured	\$30.00
Improper Display of Decal	\$20.00
Improper Display of Hangtag	\$20.00

Bicycle/e-scooter citation rates	
Violation type	Rate
Cutting, removing, or damaging a University of Iowa locking device	\$60.00
Impoundment fee	\$40.00
Immobilization fee	\$20.00
Sixth and all subsequent violations	\$20.00
First five parking violations	\$10.00
Additional storage costs per day after the first day of impoundment	\$4.00