

# Luther College

## Vehicle Regulation Manual

Revised 06/21/2022

Welcome to the Luther College campus. We appreciate the opportunity to extend the privilege of parking on campus to our students, staff and visitors. Like many similar institutions, when it comes to parking issues, Luther is faced with the challenge of balancing aesthetics, order, safety and convenience. In an effort to maintain such a balance Luther has developed, and maintains, a set of parking and traffic regulations. With the privilege of parking and driving on campus comes an expectation that the users of our facilities will operate and park their vehicles within the established rules. The cooperation of all will help ensure we maintain a safe environment while best utilizing our limited resources. The complete *Vehicle Regulation Manual* is also available on-line at <http://www.luther.edu/safety/vehicle/>

Luther assumes no liability for personal injury, damage, or loss of property related to motor vehicle operation and/or parking on our campus.

### **Parking Permits Required**

All students, faculty and staff, who own or operate a vehicle in the Decorah area, are required to register their vehicle with Campus Security. Registration forms are available at <https://www.luther.edu/safety/vehicle/> and at the Welcome Center in Dahl Centennial Union. Parking stickers are issued at the Welcome Center. Stickers should be affixed to the lower left corner of the back window of the vehicle, on the inside of the glass. Taping the permit to the inside of the glass, or any other temporary method of display, is not permitted. A sticker does not guarantee the owner a parking spot but rather the opportunity to park on campus when space is available. Only the owner or primary user may register the vehicle. Any fraudulent registration will result in a \$50.00 fine and the subjects involved may be referred for disciplinary action.

The current cost of parking registration is as follows (Prices listed are for the full year. The cost of stickers purchased for less than the full year, will be pro-rated. There are no refunds if the student leaves before the end of the year):

Resident Students - \$240.00

Commuter Students - \$220.00

Motorcycles (Including Mopeds and similar scooters) \$25.00

Temporary – \$2.00 a day (January Term only is \$20.00)

There are a limited number of reduced rate parking permits (\$140) available to resident students. These permits only allow the driver to park their vehicle in the gravel lot adjacent the barn on College Drive. The idea behind this lot was to encourage those residential students who do not use their vehicles very often to move them to this more distant lot. This will free up space for those living in the halls that do use their cars on a regular basis, while making it easier for plows to keep the lots clear during our snowy weather. Because of their close proximity to this lot, Baker Village residents are not eligible for reduced rate permits. It is important to note however, that vehicles displaying a reduced lot sticker are always restricted from parking on the main campus, including the adjacent streets. Vehicles with reduced lot stickers may utilize the 10 minute and 30 minute time restricted spaces for the designated time period.

Students who live on the streets adjacent to Luther in non-college owned housing and choose to walk rather than drive to campus may register their vehicles at no charge but are then prohibited from parking on campus.

## **Types of Permits**

**A** – Issued to College Apartment residents only. Those with an A permit are authorized to park in the lot and on the street adjacent to the apartment buildings. Those with an A permit are also authorized to use the Regents Center and city pool lot. They may also park in the other timed parking spaces on campus within the allotted time frame. Otherwise, A permits are prohibited from parking in any other campus lot and adjacent streets from 7:30 AM until 5:00 PM Monday through Friday.

**B** – Issued to Baker Village residents only. Those with a B permit are authorized to park in the Baker Village parking areas. Those with a B permit are also authorized to use the Regents Center and city pool lot. They may also park in the other timed parking spaces on campus within the allotted time frame. Otherwise, B permits are prohibited from parking in any other campus lot and adjacent streets from 7:30 AM until 5:00 PM Monday through Friday.

**C** – Issued to commuter students. Commuter students are allowed to park in any general student parking area. In addition, there are spaces designated solely for the use of commuter students in the Library parking lot, the Jenson lot, and along the roadway north of Sampson Hoffland. Vehicles with a commuter permit are prohibited from parking on campus overnight.

**G** – Issued to students living on campus. Vehicles with G permits are allowed to park in any general parking and student only areas. General parking areas include Regents Center, Farwell, Olson, City Pool lot, Library (Nustad), Jenson, and Larsen.

**F/S** – Issued to Faculty/Staff members. Vehicles displaying a F/S permit are allowed to park in any lot designated as Faculty/Staff and any General parking area but not those areas designated as student only parking.

**S/A** – Issued to designated Administration personnel. Vehicles displaying an S/A permit are allowed to park in Administration Reserved Spaces, Faculty/Staff areas and any General parking area.

**T** – Temporary permits are available to visitors, faculty, staff and students who will only have a vehicle on campus for a short period of time. The category of user the permit is issued to will determine where the permit holder may park. Example – Students would be restricted to student or general parking areas.

## **Handicapped Permits**

Anyone with a condition that limits their mobility may apply for a limited campus handicapped permit; a medical statement may be required. This permit is temporary and limited in nature. This Luther issued permit does not meet the requirements to allow parking in spots designated for person with disabilities under state law. The campus temporary handicapped permit will allow the user to park in visitor parking and any other legal parking space on campus to get them closer to their destination. This does not include spaces reserved for specific individuals or groups. Those who require long term mobility access are encouraged to seek a state issued permit.

## **Shared /Additional Vehicles**

When two or more related people share a vehicle, each is eligible to apply for registration based on their housing situation. This only applies to immediate family members. For instance, if a brother and sister share a family car and one lives in Dieseth and the other in Baker they could get both a B and a G permit. If a student has more than one vehicle they may register that second one for \$5.00. Proof of ownership will be required.

## **Scope of Enforcement**

Campus Security is responsible for enforcement of traffic and parking regulations on the Luther campus and for the enforcement of permit regulations on the adjacent streets. Adjacent streets include High Street, Ohio Street, Leif Erickson, North Street, Center Street, Ridge Road and Riverview Street. The Decorah Police Department is responsible for the enforcement of all other regulations on these streets. For questions on City regulations contact Decorah Police at 563-387-3667. Decorah Police Department members may also issue tickets for Fire Lane and Handicapped Parking violations on Luther property.

Luther Security personnel are authorized to stop motor vehicles in violation of campus traffic regulations on campus. Failure to stop for Security is an additional violation and will result in additional fines.

## **Parking and Traffic Regulations**

Campus parking regulations are enforced whenever school is in session and/or offices are open for business. This includes J-Term and summer sessions. All State of Iowa motor vehicle laws are in effect on campus. In addition to those laws defined by statute the following regulations are in effect.

1. The campus speed limit is 15 miles per hour.
2. Drivers must always yield to pedestrians.
3. U-Turns are not allowed in front of the Union.
4. Motor vehicles may not drive on sidewalks, lawns or any other area not intended for vehicle use. (The Ylvisaker sidewalk may be used for loading and unloading purposes during move in and move out periods only.)
5. On any roadway where parking is allowed, vehicles must be parked on the right side consistent with the flow of traffic.
6. Fire Lanes, Handicapped spaces, Reserved Parking, No Parking areas and Time Limited spaces are enforced 24 hours a day, seven days a week.
7. Visitor spaces are reserved for visitors only, from 7:30 AM to 5:00 PM seven days a week.
8. Vehicles parked in a hazardous manner or in such a way as to restrict traffic flow may be towed at the owner's expense.
9. Luther reserves the right to re-designate lots and extend or remove restrictions as necessary for safety reasons and for special events.
10. Parking permits must be permanently affixed to the rear window of the vehicle.
11. Unless you are an Alum / former student, you are still considered a student during breaks and are required to park in Student / General Parking areas when working on campus.
12. Faculty/Staff parking areas are enforced 7:00 AM to 5:00 PM Monday - Friday.

## Special Events

During Christmas at Luther, students are restricted from parking in the Library, Jenson, and City Pool lots from 8:00 PM on Wednesday through 6:00 PM on Sunday the week of performances. Restrictions may be imposed for other events as needed.

## Parking and Traffic Fines

The amount of a fine assessed will vary depending on the violation.

### Registration Violations

1. Improper Display of current vehicle permit \$10.00
2. Failure to Register and/or display current permit \$30.00
3. Falsification of registration information \$50.00

### Parking Violations

1. No parking area \$15.00
2. Reserved Parking \$15.00
3. Permit Restriction \$15.00
4. Parked Wrong Direction \$15.00
5. Time Limit Violation \$15.00
6. Occupying two spaces \$15.00
7. Obstructing Traffic \$15.00
8. Inside building \$100.00
9. Fail to move for Special Event or Snow Emergency \$25.00
10. Area not designed for vehicle travel \$50.00
11. Fire Lanes or Blocking Fire Hydrant \$50.00
12. Handicapped Violation \$100.00

Moving violations are all \$50.00. For safety reasons if a driver fails to stop for Security, fines will be assessed to the vehicle owner (or primary user if the actual driver is not identified). Habitual violators of the rules may also lose their privilege to drive and/or park on campus and their vehicle may be subject to impound at the owner's expense.

## **City of Decorah Snow Removal Procedure**

Whenever the city experiences a snowfall which accumulates to a depth of one inch or more, a snow emergency will automatically be in effect for all city streets. City ordinance requires all vehicles to park on the even numbered side of the street until the snow is cleared from the opposite side. Once the odd numbered side of the street is cleared, vehicles should be moved to that side to allow for plowing of the even numbered side of the roadway.

The city prohibits storage of motor vehicles on city streets. Any vehicle parked on a city street may not be parked in one spot for more than 48 hours. Vehicles parked in such a manner as to restrict snow removal efforts or in violation of law and/or ordinance, are subject to ticketing and towing at the owner's expense.

## **Bicycles**

Bicycles are a great way to get around campus and the greater community. Bicyclists are reminded that under Iowa statute most of the same laws that apply to motor vehicles also apply to bicycles. The City of Decorah also has an ordinance prohibiting riding bicycles on the sidewalk in the downtown business district. For safety reasons we strongly encourage those riding on campus to ride on the roadways rather than the sidewalks which are meant for pedestrian traffic. Bicycles may not be chained to sidewalk handrails, stairways or in any other area that might restrict safe building entrance, exit, or pedestrian travel. Bicycles found in such a manner may be removed by campus personnel. Any cost of damage to locks, cables or chains will be the responsibility of the owner.

To deter theft, we strongly recommend riders secure their bike with a high-quality lock whenever it is left unattended. To further deter theft, we suggest registering bicycles with the City of Decorah or Luther College. Students and staff may register bicycles with Luther at no cost. Registration is handled through the Welcome Center. A City of Decorah license may be purchased at the Decorah Police Department.