The rules and regulations set forth in this booklet have been developed to control traffic and parking for all persons utilizing the parking areas at Fitchburg State University. Any motor vehicle on property owned, operated, or controlled by Fitchburg State University must comply with these rules and regulations and the laws of the Commonwealth of Massachusetts unless otherwise exempt by state or federal laws. This is the responsibility of all persons using university parking facilities to be aware of and follow these regulations.

Permit: A permit to park on university property is required for anyone living in, visiting, or associating with Fitchburg State University. Permits are issued on a yearly basis and are non-transferable.

No permit parking: The use of these parking facilities during nondesignated hours with the University hangtag affixed to the rearview mirror is prohibited.

Properly registered motor vehicles may be parked on campus within white lined spaces with a valid Fitchburg State University hangtag affixed to the rearview mirror of the vehicle. Use of these parking facilities during nondesignated hours without written authorization constitutes illegal parking.

No-Mass Driver Statement: The Commonwealth of Massachusetts requires that a No-Mass Driver Statement form be completed by every nonresident enrolled for full time study at any Massachusetts college or university in the Commonwealth who operates a motor vehicle in Massachusetts that is registered in another state or country during the academic year and ending on August 31 of the following year. This applies to students who are nonresident enrolled for full time study at Fitchburg State University and who reside or work in Massachusetts. Students living on campus in residence halls with 24 or more earned credits are eligible for this permit. Approval must be obtained before a permit to park in areas designated by a green parking sign. The permit is valid only when hung from the rear view mirror (green side out). Parking privileges are available at the Wallace Civic Center permit. Motor vehicles bearing a permit may park in areas designated by a green parking sign. The permit is valid only when hung from the rear view mirror (green side out).

Vendor Parking: Parking is available at the Wallace Civic Center without a permit. Approval must be obtained before a permit to park in areas designated by a green parking sign. The permit is valid only when hung from the rear view mirror (green side out).

Resident Student Permit (Green) $100 per year

A valid parking permit and must be moved to lots approved for their permit or to the Civic Center by 7 am on class days and by 7:30 am on class holidays. Failure to move by 7:30 am will result in towing and ticketing of your vehicle.

Overnight Guest/Commuter Parking: Overnight parking is permitted in all commuter and staff lots with the exception of Highland, Sanders, and Miller, which are reserved for commuter students. Parking privileges are available at the Wallace Civic Center permit. Motor vehicles bearing a resident permit may park in designated lots with the exception of Highland, Sanders, and Miller, which are reserved for commuter students. Parking privileges are available at the Wallace Civic Center permit. Motor vehicles bearing a permit may park at the Civic Center 24 hours. During weekends (Friday 5 pm through Sunday midnight) vehicles with this permit also may park in Overnight Parking Lots. The permit is valid only when hung from the rear view mirror (light green side out).

Weekend parking will be permitted in all commuter and staff lots with the exception of Highland, Sanders, and Miller, which will remain faculty/staff or reserved parking 24 hours. Vehicles must display a valid parking permit and must be moved back by midnight on Sundays. Exception to this is Sundays preceding a Monday holiday. Failure to move by midnight will result in towing and ticketing of your vehicle.

Overnight Parking Permits: Permits that are lost, stolen, destroyed, or otherwise compromised may be replaced only at Housing and Residential Services. There is a $20 fee for replacement of lost or destroyed permits. If an inactivated permit is found to be in use, vehicles will be ticketed and the permit will be inactivated and the individual must present a valid Fitchburg State University ID to be reactivated. Inactivated permits may be reactivated including referral to the Student Conduct Office or revocation of parking privileges.

Motorcycle Parking: Permits are not required to display a permit. These vehicles may only be parked in areas designated for them.

Handicapped Parking: Permits for vehicles displaying a valid handicapped license plate or official placard from a Registry of Motor Vehicles are allowed to park in any parking lot with any of the handicapped signs. Vehicles also are allowed to display a valid Fitchburg State University permit.
SPEED LIMIT

All vehicles will be operated at all times at a speed that is reasonable and proper. At no time will a speed on campus in excess of 10 miles per hour be considered reasonable and proper except as otherwise posted or for vehicles in an emergency situation.

NOTICE OF TOW AWAY ZONES

Campus Police will make reasonable attempts to define the area as a Tow Away Zone by installing and maintaining traffic signs or by yellow painted warnings marking the area as such and making it visible to the approaching drivers.

SNOW REMOVAL POLICY

In order to facilitate the removal of snow from the parking areas of the university, parking is prohibited in accordance with the following: When school has been cancelled due to inclement weather, all motor vehicles must be removed from all staff and commuter student parking areas within one hour of the official closing of school.

In the event of snowfall, instructions will be available at (978) 665-3006. Each storm is different and additional snow removal may be necessary days after a storm is over. Staying aware of parking policies during this time is the permit-holder’s responsibility. Vehicles will often be required to be moved to the Civic Center or other designated campus lots to allow for plowing operations to proceed. Shuttle transportation will be provided for as long as possible to transport you to and from the Civic Center.

If it snows and classes are not cancelled, normal regulations are in effect.

If classes are cancelled during the course of the day, the following speed limits will be in effect: when snow is between 6-8 inches (9-20 cm), 5-7 mph; when snow is between 9-11 inches (23-28 cm), 3-4 mph; and when snow is above 12 inches (30 cm), 1-2 mph.

AUTHORITY TO REGULATE PARKING FINES

Under Massachusetts General Laws, Chapter 73, Section 18 (Acts of 1963, Chapter 642, Section 18) and in accordance with the Massachusetts General Laws, Chapter 90, Section 20A (Acts of 1981, Chapter 647) the Board of Trustees of the University and the designee representative have established the following motor vehicle violations and fines as well as the efforts in enforcing such violations and the collection of all fines. Any of the following parking manners shall constitute illegal parking and subject the offender to the following penalties:

- Violation Group A—$100 fine
  01 Unauthorized parking in a handicapped area
  02 Obstructing Fire Lane
  03 Improper Snow Removal/Snow Policy
  04 Parking on Land Not for Vehicles (sidewalk, lawn, etc.)
  05 Obstructing: a) building entrance b) stairway, c) ramp, d) gate, e) loading deck zone, f) driveway, g) dumpster, h) other vehicles

- Violation Group B—$75 fine
  06 Parking in an access lane
  07 Parking in a restricted area
  08 Unauthorized overnight parking
  09 No proper sticker or permit
  10 Chapter 90 MA general law’s motor vehicle violation

- Violation Group D—$50 fine
  11 Towing
  12 Warning—No Payment
  13 Warning. No payment required. Responsibility for citations are assigned to the permit holder, regardless of ownership of the vehicle. Citations assigned to a non-permitted vehicle are the owner’s responsibility.

PAYMENT OF FINES

All fines are payable to Fitchburg State University within 21 days of the date of an unresolved violation. Payment may be made online at www.fitchburgstate.edu/parking by mail in person, or by authorized person. Payments may be made at the Housing and Residential Services Office Monday through Friday, 8 am–5 pm, or by mailing a check or money order to Fitchburg State University, Parking Services, 160 Pearl Street, Fitchburg MA 01420. Checks should be made out to the order of Fitchburg State University. Online payments accept VISA, MasterCard, American Express or Discover.

FAILURE TO PAY FINES

Individuals who fail to resolve a parking violation within 21 days will be assessed the appropriate late fine. Students who have failed to resolve a parking violation within 80 days will have a “hold” placed on their Fitchburg State University records (BANNER) which can prevent such functions as registration, issuance of transcripts and financial transactions. Faculty/Staff permit holders and individuals of non-permitted vehicles who have failed to resolve a parking violation within 90 days may be reported to the Registry of Motor Vehicles (RMV) which can result in the non-renewal of one’s license to drive or vehicle registration.

EXCESSIVE VIOLATIONS

Students whose excessive unresolved violations regardless of the age of the violation will have a hold placed on their Fitchburg State University records (BANNER) which can prevent such functions as registration, issuance of transcripts, and financial transactions. Students who have 10 or more violations, resolved or unresolved, within an academic year may be referred to the Student Conduct Office for disciplinary action, which could include the loss of parking privileges. Faculty/Staff permit holders and individuals of non-permitted vehicles who have five or more unresolved violations that are 90 or older may be reported to the Registry of Motor Vehicles (RMV) which can result in the non-renewal of one’s license to drive or vehicle registration.

RIGHT OF APPEAL

Any person receiving a violation while parking a motor vehicle at Fitchburg State University has the right to appeal the University Parking Appeals Coordinator. Appeals may be submitted on-line via the parking services web page www.fitchburg.edu/parking. Instructions for the on-line appeals process can also be found on the parking services web page. All appeals must be made in writing within 14 calendar days after the issuance of the violation. Notification of decisions will be sent to the appellant by email. The appellant has the right of appeal in person with the Parking Appeals Coordinator. All decisions of the Parking Appeals Coordinator are final.

QUESTIONS...CALL

HOUSING AND RESIDENTIAL SERVICES

For parking questions and information during normal business hours (M–F), call (978) 665-3219 or email parkingservices@fitchburg.edu.

In an emergency call (978) 665-3111. Campus Police can be sent to the appellant by email. The appellant has the right of appeal in person with the Parking Appeals Coordinator. All decisions of the Parking Appeals Coordinator are final.

In an emergency call (978) 665-3111. Campus Police can be

2011–2012

PARKING

Rules and Regulations

FITCHBURG STATE UNIVERSITY

A policy and commitment of Fitchburg State University is to make a determination in the areas of equal employment opportunity in accordance with the affirmative action requirements set forth in Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1968, Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402, Veterans’ Readjustment Assistance Act of 1974; and pertinent laws, regulations and executive directives of the State of Massachusetts, the Commonwealth of Massachusetts and the Educational Act of 1972; Section 503 and 504 of the Rehabilitation Act of 1973; Section 402, Vietnam Era Veterans Readjustment Assistance Act of 1974; and the Massachusetts Comprehensive Enabling Act, Chap. 71, Section 9. It is the policy and commitment of Fitchburg State University not to discriminate on the basis of race, religion, age, sex, sexual orientation, veteran status, national origin, color, handicap, marital status, veteran status, national origin in its educational programs, activities, admissions or employment policies and to actively comply with the requirements of the Massachusetts General Laws, Chapter 73, Section 18. It is the policy of Fitchburg State University to actively comply with all applicable federal, state and local employment and educational laws.