

## CAMPUS PARKING GUIDELINES

**AUTHORITY.** The Director of Safety and Security and the University leadership have produced this set of guidelines to relieve parking congestion and assure ready access to buildings for fire-fighting equipment, services, and snow removal.

**PERMIT SALES.** Permits shall be valid for a period determined by the client. Permits are hourly, weekly, monthly, or annually and are in effect from purchased date. The cost for permits varies from year to year, visit the Safety and Security website for details. Acadia University is a tag less, permits institution, all clients must register their vehicle to be permitted to park on campus lots (**excluding metered parking areas**). Permits are transferable from one license plate to another using the HotSpot app and it is the responsibility of the client to transfer/register their vehicle plate when using the campus lots.

### Permits are non-refundable

**TOWING/IMMOBILIZING.** Acadia University reserves the right to remove an improperly parked vehicle from campus property at any time without warning, at the owners risk and expense. Vehicles may be towed or immobilized if found obstructing vehicular movement, blocking fire hydrants, service roads, or loading docks, or for having accumulated more than three (3) unpaid parking violation tickets.

**PARKING.** Parking is permitted in designated areas only. The permit holder is responsible for obtaining a parking map and parking only in designated University parking.

**PARKING METERS.** For your convenience there are a number of parking meters located throughout the campus. Please put money in the meters for the anticipated time on campus or use the HotSpot parking app. HotSpot allows users to pay for parking and top up their parking time

by using their mobile phones. HotSpot is available at all meters on campus.

### VIOLATIONS FINES & PENALTIES.

The person to whom a vehicle is registered shall be responsible for all parking violations incurred against said vehicle. If a fine is not paid within 30 days, the Human Resources Department shall be instructed to make an appropriate payroll deduction where employees are permit holders. In the case of a student, after the 30-day period has passed, outstanding fines shall be entered as a charge on their student account.

The absence of a **"NO PARKING"** sign does not constitute authority to park. Legitimate parking, in compliance with these regulations, is only permitted in designated areas as set out on the **"Parking Map."** All University streets and roadways have been designated as emergency vehicle routes, do not park on streets, roadways, or grassed areas.

### SPECIFIC VIOLATIONS.

- Parking on campus without a parking virtual permit.
- Parking in an area not designated as a parking area.
- Driving or parking on walkways, or on grassed/seeded areas of the campus.
- Failure to obey posted traffic or parking signs.
- Parking a vehicle to obstruct a fire hydrant, fire exit door, or loading door.
- Impeding the normal flow of vehicular traffic or snow operations.
- Parking meter violations for elapsed time.

**VISITORS.** Departments and their employee representatives who are expecting a guest to visit the University with their own vehicle should request a temporary permit in advance for that visitor's car (Charges will apply to the department). Meter parking is available at key locations on the campus, to accommodate the short-term visitor who may not be familiar with the University.

Eight 20-minute **FREE PARKING** spaces are available at the Acadia Arena parking lot and free parking is available at the Free Parking Tower area.

**ALTERNATE PARKING.** The University reserves the right to close any campus parking lot at any time deemed necessary for maintenance, snow removal, or safety, or to satisfy the unique requirements of any special event.

**SNOWSTORM.** Sodexo-Physical Plant undertakes the clearing of all parking areas. The Acadia Athletics Complex is given priority in parking lot snow removal following any major snowstorm.

If any other parking area is inaccessible following a storm due to the subsequent accumulation of snow, all virtual permit holders are requested to park at the Acadia Athletics Complex lot, until these lots can be cleared.

Your co-operation in complying with Acadia's Parking Guidelines will greatly assist in the safe operations on campus.

Please drive carefully.

