

Murray State University

Parking Regulations

Contents

INTRODUCTION	4
REGISTRATION	5
ACQUIRING A PERMIT	5
PERMIT AND VEHICLE REGISTRATION FEES	6
VEHICLE REGISTRATION	7
MOTORCYCLE REGISTRATION	7
BICYCLE REGISTRATION	8
SPECIAL PARKING REQUESTS	8
PARKING ZONES AND CLASSIFICATIONS	9
VENDOR/CONTRACTOR PARKING	10
VISITOR PARKING	11
ACCESSIBLE PARKING	11
LOADING AND UNLOADING ZONE ACCESS	12
RULES	13
PARKING ON UNIVERSITY PROPERTY	13
PARKING ENFORCEMENT AND COMPLAINTS	13
DISABLED AND INOPERABLE VEHICLES	13
OPERATION OF A MOTOR VEHICLE	14
PENALTIES FOR VIOLATING UNIVERSITY PARKING AND TRAFFIC REGULATIONS	14
VIOLATIONS AND FINES	15
STATE VIOLATIONS, FINES, AND PENALTIES	15
BOOTING/TOWING	16
RIGHTS AND RESPONSIBILITIES OF VEHICLE OWNERS	18
PARKING RECOMMENDATIONS	19
TIME LIMIT/SEASONAL PARKING EXCEPTIONS	19
PROTOCOLS	21
PAYING OF PARKING FINES	21
PARKING VEHICLE REGISTRATION AND THE TERMINATION OF EMPLOYMENT OR WITHDRAWAL FROM SCHOOL ...	21
SHARING VEHICLES	21
APPEALS	22
RELATIONSHIP WITH THE UNIVERSITY	22

HOUSING ASSIGNMENT/UNIVERSITY STATUS CHANGE PROTOCOLS23
PAY IT FORWARD 24
LEAVING VEHICLES ON CAMPUS DURING SCHOOL AND SUMMER BREAKS.....25
POINTS OF CONTACT FOR MURRAY STATE POLICE AND PARKING25

- II. All Murray State regular full-time and part-time faculty/staff are required to use payroll deduction to purchase an annual Permit.
- III. Temporary and Adjunct faculty and staff are not eligible for payroll deductions and must pay online with a debit card, credit card, or ACH payment.

Vendor/Contractor/Non-MSU

- I. Vendors, contractors, and non-

Motorcycles/scooters/mopeds are allowed to park only in designated motorcycle parking spaces. Under no circumstances are motorcycles/scooters/mopeds permitted to park on sidewalks, grass, stairwells, or areas not assigned for parking.

Motorcycles/scooters/mopeds must park with the rear license plate facing the main line of traffic.

Failure to properly register and park a motorcycle/scooter/moped on campus can result in citations.

BICYCLE REGISTRATION

Bicycle Registration is free and is strongly encouraged for all bicycles parked or operated on the Murray State University main campus. The benefit to registering your bicycle is an increase in the likelihood of return if the bike is lost or stolen.

Once you have registered your bicycle, it will remain registered to you and your bicycle permit will remain valid. If you sell or trade your bicycle, please contact Parking Services via email at msu.parkingoffice@murraystate.edu

PARKING

PARKING ZONES AND CLASSIFICATIONS

Blue Zone: Faculty and Staff; valid with Blue permits.

Yellow Zone: Residents of the North Residential College Complex including College Courts; valid with Yellow permits.

Red Zone: Residents of Regents or White Residential Colleges, Station 74, and Commuters; valid with Red permits.

Economy/Purple Zone: Any faculty, staff, or student desiring to purchase an Economy/Purple Permit may do so. This permit is valid at the Lower Stewart Stadium lot (located east of Stewart Stadium), Hamilton Field, Hamilton North, Sorority Suites, and the West Farm. See time-limit and seasonal exceptions for other parking options for Purple permit holders. Any permit holder may park in an Economy/Purple Zone.

Visitor Zone: Individuals who are not students, faculty, or staff including full-time or part-time (and volunteers) at Murray State University. Parking in a Visitor Zone may result in a \$90 citation for any faculty, staff, or student (full-time, part-time, or volunteer). Visitor Permits are required for parking in this zone.

Motorcycle Zone: Motorcycles, scooters, or mopeds must be registered and must park in motorcycle-designated spaces. Valid motorcycle permits are required in addition to automobile permits.

Accessible Zone: Individuals with

Parallel or Curb Parking: All vehicles must be parked in the direction of the traffic flow and must be parked within their correct color zone. These zones are subject to twenty-four (24) hour enforcement. Individuals parked improperly in these zones may receive a \$15 Parked Against the Flow of Traffic citation.

Restricted or Reserved Zones: Authorized personnel only may park in these zones. Parking in these zones without authorization may result in a \$100 Restricted Zone citation and/or the offending vehicle being towed at the owner's expense.

VENDOR/CONTRACTOR PARKING

Companies and individuals with a contractor/vendor relationship with Murray State University must purchase a permit and must follow all of Murray State University Parking Regulations to park on Murray State campus. Contractors/vendors must complete the application for Contractor/Vendor/Non-MSU Agency parking at murraystate.edu/parking. Vendors/Contractors/Non-MSU Agencies must include a current email address with the appliss M101 (l)-2.5 u\$100101 (l)-2.5 uslcp musupent(en)2.8 h9a (101 (l)-2.5 us)-yt t-5.7 (esr (e)- (-5.7 (esr Ci.3(l)-2.5 u(k)-c)a)1.2

Vendors/Contractors invited/requested to campus for pre-bid meetings and/or scheduled sale appointments for one (1) day will not be charged for a daily permit. They must contact Parking S

For Students:

Office of Student Disability Services in 423 Wells Hall: 270-809-2018

Spaces for individuals with disabilities are provided at various locations across campus. State-issued disability placards must be accompanied by a Murray State University accessible parking permit.

Tier 1 parking permissions are valid in any accessible parking space as well as any color zone.

Tier 2 parking permissions are valid in any color zone.

Accessible parking permissions do not permit parking in any visitor zone.

Temporary accessible parking requests are available at Murray State Parking Services by application through the Office of Institutional Diversity, Equity, and Access or the Office of Student Disability Services. These temporary permits are not to be used in marked accessible parking spaces unless specified by IDEA or SDS.

Faculty, staff, or students with state-issued disability

Students may request short-term loading zone permissions for loading and unloading at their residential college and/or for delivery/pickup of class projects, etc. The sponsoring group should request loading zone permissions for other activities 48 hours before

OPERATION OF A MOTOR VEHICLE

VIOLATIONS AND FINES

\$250	Disability/Blocking Access *
\$100	Fire Lane *
\$100	Restricted/Reserved/Barricade/Construction Zone *
\$100	False Registration *
\$100	Non-Registration ▽
\$90	Non-Visitor in Visitor Zone
\$80	Loading/Striped/Yellow Curb/Grass/Grounds * ▽
\$80	Parked in Drive/Obstructing Traffic/Sidewalks/Crosswalks * ▽
\$75	Boot/Tow Fee
\$50	Incorrect Plate Entered/Improper Display/Altered or Obstructed License Plate ▽
\$15	Wrong Zone ▽
\$15	Beyond Time Limit ▽
\$15	Improper Parking/Backing In/Pulling Through ▽
\$15	Parked Against the Flow of Traffic ▽

* Indicates towable offense at the discretion of the Murray State Police/Parking Services

▽ Indicates Pay It Forward eligible citation

STATE VIOLATIONS, FINES, AND PENALTIES

The following are offenses of Kentucky's Revised Statutes (KRS) and could result in criminal charges and prosecution:

- KRS 189.459 Display/Use of Someone Else's Disability Permit

- “No person shall make, issue, possess, or knowingly use any imitation, counterfeit, or transferable placard or license plate for a person with a disability.” (3 Parking limits for vehicles with plates or placards for persons with a disability – prohibitions)
- Violation for parking illegally with a penalty up to \$2500
- KRS 304.39-080 Possession of Insurance
 - “Every owner or operator of a motor vehicle registered in this Commonwealth or operated in this Commonwealth with an owner’s permission shall continuously provide with respect to the motor vehicle while it is either present or registered in this commonwealth, and any other person may provide with respect to any motor vehicle, by a contract of insurance or by qualifying as a self-insurer, security for the payment of basic reparation benefits in accordance with this subtitle and security for payment of tort liabilities, arising from maintenance or use of the motor vehicle.” (5 Security covering motor vehicle)
 - First offense is a Class B misdemeanor penalty of \$500 to \$1000 fine and 90 days in jail or both as well as vehicle registration revoked for 1 year.
 - Second or greater offense is a Class A misdemeanor with a penalty of \$1000 to \$2500 fine and 180 days in jail – or both as well as operator’s license revoked for 6 months.

BOOTING/TOWING

Permit holders and non-permit holders who park any vehicle on university property and accumulate \$150 or more unpaid citations within a continuous 12-month period, regardless of whether the citations have been appealed, will be considered a Chronic Offender of the university’s parking regulations and will receive a warning of immobilization. In addition, if an email is provided, an email warning will be sent to the offender.

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found on campus during the revocation. At this time, the individual must pay in full all parking fees owed or accumulated to the university immediately.

If the vehicle is driven by a faculty, staff, or student member, the faculty, staff, or student must register the vehicle and purchase a parking permit.

GUIDELINES

RIGHTS AND RESPONSIBILITIES OF VEHICLE OWNERS

The person to whom the permit is issued will be responsible for all violations received regardless of status at the university or lack of knowledge of current parking regulations.

Pull-through parking and backing into a parking space is prohibited. Vehicles must be parked with rear license plate visible from the main lane of travel at all times.

Exception: Vehicles only required by the state of license to have a front license plate may back-in/pull-through so their license plate is visible from the main lane of travel. Vehicles with a front plate only must be verified by Parking Services and approved by the Parking Manager and/or their designee.

Rear license plates must be easily visible to the parking lot aisle/roadways. Obstructed license plates are not acceptable. License plates cannot be displayed behind objects including, but not limited to, bicycle racks, bumper guards, etc.

The purchase of a permit does not guarantee the holder a parking place, only an opportunity to park on university property. If a parking zone is full, ample parking is available in the parking lot at 17th and Hamilton, at Roy Stewart Stadium, and the Sorority Suites lot at Poplar and Brentwood.

At the time of permit request, students, faculty, and staff will be required to list all vehicles that they may park

PARKING RECOMMENDATIONS

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PROTOCOLS

PAYING OF PARKING FINES

Students, faculty, and staff may pay fines online through the myGate eBill after seven days from the initial date of citation.

Individuals without a current myGate may pay for fines through the parking portal.

Checks may be mailed by the U.S. mail with appropriate postage to Murray State University, Cashier's Office, Sparks Hall, Murray, KY 42071. Checks may also be dropped off at Murray State Parking Services within business hours.

Outstanding fines must be paid before class registration may be completed. The University will not furnish transcripts or credits until all fines are paid in full or cleared. Payment of outstanding faculty/staff parking violations is required to complete purchase of a permit or employee clearance.

The person to whom the current valid vehicle registration is issued is responsible for all violations and payments of fines charged against the vehicle, regardless of the operator of the vehicle.

PARKING VEHICLE REGISTRATION AND THE TERMINATION OF EMPLOYMENT OR WITHDRAWAL FROM SCHOOL

Parking permit charges and citation charges are non-refundable.

Terminating status with the university as a student or employee does not exempt an individual from paying their outstanding parking charges including parking permits and citations.

Individuals must park in the color zone that matches the permit they initially purchased, regardless of current status with the university. Once an academic term has elapsed, individuals may contact Parking Services to receive a Visitor Permit at no charge as long as they do not have a student/employee/vendor/contractor relationship with the university.

SHARING VEHICLES

Multiple drivers are not valid on a parking account unless multiple permits are purchased. However, employees (including faculty, staff, and vendor employees) of the same family who share **one** vehicle to commute to work may register for one parking permit with approval and verification from Parking Services.

Accounts may register multiple vehicles only if multiple permits have been purchased. Failure to comply and purchase a permit for each individual driver may result in parking citations with multiple offenses leading to further penalties as outlined in the Murray State Parking Regulations. Drivers operating/parking rental vehicles on MSU's campus must have a valid permit in their name. No employee or student may "share" a permit with non-family members. Registering vehicles belonging to non-family members, under one account will be considered a False Registration violation, unless the "shared" permit has been approved and verified by Parking Services, and will result in a \$100 fine that is not eligible for the Pay It Forward Program. A boot warning will be issued with the initial violation. Continued violation of this regulation could result in the suspension of parking privileges and the towing of all vehicles for everyone involved in the false registration.

APPEALS

A person to whom a citation has been issued shall have 5 school days from the date the citation was issued to respond to the citation by filing an appeal. This date is not from the date e-citation is received for vehicles not registered properly with Parking Services. Failure to properly register a vehicle driven to campus and/or failing to contact Parking Services on the day a notification was placed on your vehicle waives your right to appeal citation. Anyone who desires to appeal other citations must do so by filing an appeal within five school days from the day the violation was issued.

Failure to file within 5 school days forfeits the right for an appeal. Appeals should only be filed if a legitimate basis exists. Appeals should be limited to circumstances where a parking citation was issued in error.

Only the individual who registered the vehicle for zone access may appeal a citation issued against the vehicle. Appeals cannot be submitted on another individual's behalf.

Appeals are processed through the following process: [https://www.murraystate.edu/parking-services/faq/](#)

Student: An individual who is enrolled at Murray State University full-time or part-time and is not a university faculty member or staff member is considered a student. An individual who has a relationship with the university as a student will not be eligible for Non-MSU Agency, Vendor/Contractor, or Faculty/Staff parking permits. Graduate assistants, student workers, online students, and teaching assistants are students of the university.

Faculty/Staff: An individual who is employed at the university either full-time or part-time. This includes members who hold academic rank or status, members who do not hold academic rank or status, adjuncts, and temporary employees. This does not include students, members of non-MSU agencies, or vendors/contractors.

Non-MSU Agency: An organization with an office housed on Murray State University campus and made up of individuals not directly employed by Murray State University. An individual who is a part of a non-MSU agency will only be eligible for Non-MSU Agency parking permissions as long as they do not also hold status as a student. A student who is also employed by a Non-MSU Agency is required to purchase a student permit. No student employed under a Non-MSU Agency is eligible for the Non-MSU Agency permit without approval from the Parking Manager or their designee.

Vendor/Contractor: An organization or individual contracted to perform a service on campus. A vendor/contractor does not maintain the status of a faculty member, staff member, or student. A student who is also employed

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LEAVING VEHICLES ON CAMPUS DURING SCHOOL AND SUMMER BREAKS

DEFINITIONS

CHRONIC OFFENDER – an individual who has violated the Murray State University parking regulations and/or has parked illegally on Murray State University campus and has received parking citations, which remain

