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General Information

The STLCOP Parking and Traffic Regulations have been designed to:

- Facilitate the safe and orderly flow of traffic
- Provide maximum use of parking areas
- Facilitate access for emergency vehicles
- Promote pedestrian, cyclist, and vehicular safety

The Office of Public Safety has been given the responsibility and authority to enforce all regulations set forth herein.

St. Louis College of Pharmacy reserves the right to:

- With probable cause, search all vehicles and issue citations, tow, or immobilize—at the registered owner's expense—any vehicle that is in violation of the established traffic and parking regulations. Furthermore, the College reserves the right to obtain vehicle registration information through the Missouri Department of Revenue in order to identify unregistered vehicles on campus. All costs associated with this process will be assigned to the registered vehicle owner.
- Request vehicles with issued parking permits to vacate the assigned lots or spaces for necessary parking lot maintenance/repairs and snow removal. Additionally, the College reserves the right to restrict and/or temporarily close any campus roadway or parking area for special events.
- Interpret these regulations and to revise them—in whole or in part—as needed. The Vice President of Operations, or his/her designee, is authorized to temporarily suspend any provision(s) of these regulations if he/she determines—in his/her discretion—that such action is necessary to permit the proper conduct of College business.

All persons operating a motor vehicle on campus are responsible for reading and adhering to the Parking and Traffic Regulations.

Hangtag Guide

Not sure where to park? Your hangtag corresponds with your parking assignment. You are required to park in your designated garage during normal operating hours (7 a.m.–3 p.m., Monday–Friday).

All STLCOP permit holders are able to park in the STLCOP Garage between 3 p.m. and 7 a.m. during weekdays and weekends from 3 p.m. on Friday until 7 a.m. on Monday.

Color:	Available To:	Parking Assignment:
Red Striped	Students	Children’s Place Garage during normal operating hours.
Yellow Striped	Students	Duncan Garage during normal operating hours.
Black Striped	Students	Children’s Place Garage after normal operating hours (evenings and weekends) 3p.m.-7 a.m.
Black Solid	Students	1234 S. Kingshighway Surface Lot during normal operating hours.
Orange Striped	Residence Hall	Students living in Residence Hall.
Red	Faculty and Staff	Children’s Place Garage during normal operating hours.
Yellow	Faculty and Staff	Duncan Garage during normal operating hours.
Purple	Mortar and Pestle Society Members	Mortar and Pestle Society spaces of the Children’s Place garage at any time. If a Mortar and Pestle Society space is not available, the permit holder may park in any of the available spaces.
State Issued ADA Tag	Mobility-impaired faculty, staff, and students	Spaces reserved as required by the Americans With Disabilities Act in the Children’s Place Garage at any time.
Visitor	All visitors	Visitors section of the Children’s Place Garage if space is available. If space is not available, the visitor can park in the other available spaces in the Children’s Place Garage (excluding the Mortar and Pestle Society spaces).
Motorcycle	All motorcyclists	Park in assigned garage during normal operating hours. The tag must be prominently displayed on the gas tank of the motorcycle.

Displaying Your Hangtag

All hangtags must be clearly displayed on the rearview mirror of the permit holder's registered vehicle. A vehicle with an improperly affixed permit will be subject to citation. Hangtags are provided at no cost; however, lost or damaged permits will be replaced for \$10. Any faculty, staff or student with outstanding parking fines will not be issued a hangtag until fines are paid.

Enforcement Considerations

All persons operating a motor vehicle on campus should anticipate and consider the following circumstances. Failure to comply may result in a citation and/or towing of the vehicle at the owner's expense.

Abandoned Vehicles

St. Louis College of Pharmacy reserves the right to tow vehicles that remain on College property in an inoperative, derelict, or abandoned condition for 90 days, and/or vehicles that are not in compliance with state regulations. Any vehicle parked on College property without a license plate and valid registration will be treated as abandoned and removed from campus. Reasonable effort will be made by the Office of Public Safety to contact the owner prior to removal. The cost of removal will be charged to the registered owner.

Neighborhood Parking

St. Louis College of Pharmacy is dedicated to maintaining a positive relationship with its neighbors. One point of contention in this relationship has been members of the STLCOP community parking their vehicles illegally on surrounding property and garages. Please respect the College's neighbors by parking on campus rather than on our neighbor's property. If you do park on our neighbor's property without permission, you will run the risk of being cited and having your motor vehicle booted or towed. You are responsible for reconciling all affiliated fees and fines.

Special Parking Arrangements

At times, it may be necessary to restrict or alter parking on campus. Severe weather and/or College-sponsored events may require the reallocation of parking resources at any given time. In the event that garage designations must be changed, the STLCOP community will be notified of these changes at the earliest date possible. This notification will take place via parking bulletins posted on academic buildings and residence halls, as well as on the St. Louis College of Pharmacy website, www.mystlcop.edu. All students, faculty, staff, and visitors are expected to comply accordingly. Failure to comply with this request may result in a citation and/or towing of the vehicle at the registered owner's expense.

Winter Weather & Snow Removal

During the winter months, it may be necessary to prohibit vehicles from parking on certain levels of the garages for snow removal or general safety considerations. All students, faculty, staff, and visitors are expected to comply accordingly. Failure to comply with this request may result in a citation and/or towing of the vehicle at the registered owner's expense.

Parking for Persons with Mobility Impairments

Persons with mobility impairments wishing to park on campus must register their vehicle with the Office of Public Safety and display a valid STLCOP permit.

Only those vehicles properly displaying a valid, state-issued disabled license plate or parking placard (i.e. hangtag) are allowed to park in spaces designated for this purpose. A state-issued disabled license plate or parking placard is issued by one's state of legal residence. St. Louis College of Pharmacy does not grant any form of special permission or permit allowing a vehicle to park in a designated mobility-impaired space without the necessary and properly displayed license plate or placard. Citations will be promptly issued for all violators not adhering to these statutes.

Missouri law (**301.142.1 RSMo**) defines "physical disability" as listed below:

- The person cannot ambulate or walk 50 feet without stopping to rest due to a severe and disabling arthritic, neurological, or orthopedic condition, or other severe and disabling condition.
- The person cannot ambulate or walk without the use of, or assistance from, a brace, cane, crutch, another person, prosthetic device, wheelchair, or other assistive device.
- The person is restricted by a respiratory or other disease to such an extent that the person's forced respiratory expiratory volume for one second, when measured by spirometry, is less than one liter, or the arterial oxygen tension is less than 60 mm/hg on room air at rest.
- The person uses portable oxygen.
- The person has a cardiac condition to the extent that the person's functional limitations are classified in severity as Class III or Class IV according to the standards set by the American Heart Association.
- The person is blind as defined in **Section 8.700, RSMo**.

As a reminder, displaying a Permanent Disabled Placard and parking in a disabled parking space by a person not transporting the individual to whom the placard was issued is an infraction punishable by a fine of not less than \$50 or more than \$300. Fraudulent application, renewal, procurement, or use of a Permanent Disabled Placard is a Class A misdemeanor punishable by a fine not to exceed \$1,000 and/or imprisonment for a period not to exceed one year. Cases of this nature will be turned over to either Student Affairs or Human Resources for appropriate disciplinary follow-up.

Disability License Plate (Blue Hangtag)

Persons with a qualifying disability may apply for a disability license plate through the Missouri Department of Revenue Branch Office. To be eligible for a disability license plate, the condition must be permanent.

Permanent Disability Parking Placard (Blue Hangtag)

Permanent disability parking placards are blue and are valid for four years, expiring on the applicant's birthday. To obtain a permanent placard, you must have a disability that is not expected to improve. A permanent placard may be obtained at any Missouri Department of Revenue Branch Office. The application must be completed by the applicant and a physician, chiropractor, optometrist, physician's assistant, or nurse.

Temporary Parking Reassignment for Medical Conditions

Temporary parking reassignments will be considered for those individuals with a short-term, mobility-impairing medical condition. All requests for a temporary reassignment to another parking lot must be approved by the VP of Operations, or his/her designee. A physician's written verification of the existing medical condition will be required for all requests extending beyond five business days. Likewise, this status will only apply to those individuals who properly display their valid St. Louis College of Pharmacy parking permit. If the approved request is for the Children's Place parking and the parking registration is for the Duncan Avenue garage, then an upcharge may be applied. All records will be forwarded to Human Resources.

PLEASE NOTE: Without a state-issued disabled license plate or placard, use of a designated disabled parking space cannot be authorized.

Guest or Visitor Parking in Children's Place garage

All guests or visitors of the College need to check in with the public safety office upon entering the Children's parking garage. In order to regulate and control parking, public safety will verify staff or faculty's guest in the Event Management System (EMS) during normal business hours. If the staff or faculty's guest is not entered into EMS, public safety cannot guarantee that guest a space.

If the guest or visitor is on campus less than 45 minutes and a 45-minute parking space is available, they will be directed by Public Safety to park in the 45-minute space.

If a resident student, faculty or staff member has a guest visiting after normal business hours (5:00pm) the guest will be charged \$5.00 and must remove their vehicle by the start of the next business day (7:00am) for overnight or extended stays. If the guest is visiting up to 3 hours, they may park in a visitor space without a payment. The weekends are the only exception and the guest will be charged \$5.00 by the day. The exception is a current student's parent and or grandparent.

The Office of Public Safety will offer resident students' guest passes by semester. Please contact Sandy Scott for further at sandy.scott@stlcop.edu.

Permit Requirements & Parking Garage Destinations

All parking areas on campus are the private property of St. Louis College of Pharmacy. All persons wishing to park on campus must register their vehicle, properly display a valid parking permit, and abide by all parking regulations. Unregistered vehicles may be subject to fines and/or look-up fees through the Missouri Department of Revenue.

Parking Permit Regulations

All faculty, staff, and students on campus are required to obtain a permit to park a motor vehicle on campus. Only one parking permit will be allowed per person. Receipt of a parking permit does not guarantee the availability of a specific parking space on campus.

Parking on College property is at the owner's risk, and STLCOP assumes no responsibility for loss or damage to any vehicles parked on College property, or personal property left within, on, or around vehicles. Revenues collected for parking permit fees contribute to the maintenance, improvements, and additions to existing parking areas and the regulation of parking and traffic throughout campus.

Parking permits expire when:

- Indicated by the date printed on the permit
- Ownership of the vehicle changes
- Parking privileges are revoked
- State motor vehicle registration is canceled or becomes invalid
- A student withdraws or graduates
- A faculty or staff member is no longer employed

Parking permits are issued for the exclusive use of the person applying for the permit.

Permits are not transferable from person to person. The sale of permits to other individuals, as well as altering a valid permit, or displaying a copied/fraudulent permit is strictly prohibited. Persons who knowingly acquire, use, or display a parking permit not consistent with their current status may be subject to citations, disciplinary action, and/or revocation of parking privileges.

It is the responsibility of all permit holders to promptly notify the Office of Public Safety of any change(s) in name, address, telephone number, license plate number and/or make, model, and color of their registered vehicle. When a vehicle change occurs, it is the responsibility of the permit holder to update the new vehicle information. If you are unable to return the original permit when the replacement is issued, you will be charged the full price for the replacement permit.

Parking permits remain the exclusive property of STLCOP and parking privileges may be revoked at the College's discretion.

Parking permits are designated for specific parking garages and areas within. Unless otherwise authorized in these regulations or expressly approved by the Division of College Services, faculty, staff, and visitors are expected to keep their vehicles in their assigned garages/areas at all times during normal operating hours (7 a.m.–3 p.m., Monday–Friday).

Permit Options

Full-Time Student Permits
Part-Time Student Permits (Evenings and Weekends Only)
Summer Student Permits
Rotating Student Permits
Faculty and Staff Permits
Mortar and Pestle Permits
Temporary Permits
Motorcycle Permits
Visitor Permits
Special Events and Visitor Parking
Guests of Departments and Employees

Parking in the Children's Place Garage

St. Louis College of Pharmacy faculty, staff and students may choose to park in the Children's Place Garage at a cost of \$1,100 per year (\$91.37 per month) for faculty/staff and \$1,250 per academic year for students. Drivers who select the STLCOP Garage when completing their annual vehicle registration will be issued a hangtag for the garage, but will use their STLCOP ID for card access.

Accessing the Children's Place Garage

The Children's Place Garage is located at 4531 Children's Place, St. Louis, MO 63110-1088.

During normal parking hours (Monday-Friday, 7 a.m.-3 p.m.), only those drivers who select the Children's Place Garage will be able to access parking. Drivers will swipe their own STLCOP ID and park in any available spot, with the exception of designated parking for visitors, Mortar and Pestle Society members and persons with disabilities.

Parking in the Duncan Central Garage

St. Louis College of Pharmacy faculty, staff and students may choose to park in the Duncan Central Garage at a cost of \$1,150 per academic year for students and fees based on salary for faculty and staff.

Accessing the Duncan Central Garage

The Duncan Central Garage is located at 4456 Duncan Avenue. A separate badge is required to enter and exit the gates at the Duncan Central Garage. Duncan permit holders will have Children's Place garage access all day on Saturday, Sunday and Monday-Friday at 3 p.m. but must be out by 7 a.m. in order to avoid a parking violation.

Parking in the South Kingshighway Lot

St. Louis College of Pharmacy faculty, staff and students may choose to park in the South Kingshighway Lot at a cost of \$300 per academic year.

Accessing South Kingshighway Lot

The South Kingshighway Lot is located at 1234 South Kingshighway, St. Louis, MO. A separate badge is required to enter and exit the gates at the Kingshighway Lot. Permit holders will have Children's Place garage access all day on Saturday, Sunday and Monday-Friday at 3 p.m. but must be out by 7 a.m. in order to avoid a parking violation.

Parking in the RAS Reserved Lot

The RAS reserved lot is located in front of 1 Pharmacy Place. It is a reserved lot only. Requests to park can only be completed through EMS for approved College events and meetings. Public safety will strictly enforce vehicle immobilization and towing procedures.

Daily Parking

The daily parking fee for the Children's Place garage is a flat rate of \$10.00 per day Monday-Friday and \$5.00 per day on Saturday and Sunday from 7am to 7am. This rate applies for parking during that 24 hour period. Please note that ***daily parking is based up availability***. There may be times when the garage is filled to capacity and parking will not be available.

Parking Safety Tips

Vehicle break-ins and vandalism are a national problem, as well as an occasional problem on campus.

Take action to safeguard yourself and your vehicle:

- Lock all doors and windows after parking.
- If available, secure the vehicle with an electronic alarm.
- Do not leave valuables in plain sight. Unoccupied vehicles should have valuable items removed at all times.
- If you park your car but do not use it regularly, check on it daily.
- When driving, keep your doors locked.
- Always remain alert when in parking areas.
- If you believe that you are being followed, do not drive to your parking area. Instead, drive to the Public Safety Office or a place where there are many people and immediately notify public safety officers on duty.
- Promptly report any campus lights or other maintenance/groundskeeping concerns that may require immediate attention.
- Immediately report any persons behaving suspiciously and/or other unusual circumstances on College property to the Public Safety Office.
- Immediately report any vehicle break-ins or property damage to the Public Safety Office.

General Parking and Traffic Regulations

Parking and traffic regulations are enforced 24 hours a day, 7 days a week, 365 days a year (including periods when classes are not in session). All persons operating a motor vehicle on campus should thoroughly read and understand the following regulations to avoid possible violations.

General Traffic Regulations

- All persons operating a motor vehicle on campus are required to comply with the St. Louis College of Pharmacy Parking and Traffic Regulations and the Missouri Vehicle Code.
- The term “motor vehicle” as used herein shall include: automobiles, pickup trucks, station wagons, Sport Utility Vehicles (SUV), motorcycles, mopeds, and motorized scooters.
- St. Louis College of Pharmacy is private property; therefore, there is no “thru” traffic allowed.
- The following vehicles are not permitted on campus:
 - Off-road Motorcycles
 - All-terrain Vehicles
 - Privately owned and unauthorized golf carts and/or other non-licensed vehicles (i.e. dune buggies and go-karts)
 - Trailers (absent advance permission from the VP for the Division of College Services)
 - Recreational Vehicles (absent advance permission from the AVP for the Division of College Services or his/her designee). All Recreational Vehicles must be self-contained, as there are no hook-ups available.
- All persons operating a motor vehicle on campus are required to observe and obey the 15 mph speed limit and all stop signs, regulatory postings, and instructions of security officers.

- No motor vehicle shall remain stopped, parked, or standing—whether attended or unattended—upon a campus roadway in a position so as to obstruct the normal movement of traffic or in a condition so as to create a hazard to other traffic upon the roadway.
- Vehicles may not be left idling on campus for longer than five minutes. Vehicles exceeding this time limit may be cited.
- Motor vehicles may only be operated on authorized roadways or parking areas.
- Operating a motor vehicle on campus while intoxicated or impaired by drugs or alcohol is illegal and strictly prohibited. Cases of this nature will be referred to Student Affairs or Human Resources for disciplinary action; however, the College reserves the right to contact local law enforcement agencies to enforce applicable laws.
- All motor vehicle accidents occurring on campus must be reported promptly to Public Safety Office at 314.446.SAFE (7233). Accidents involving personal injury will also be reported to local law enforcement.
- Pedestrians have the right of way at all times! Pedestrians are urged to use designated walkways and crosswalks to ensure their safety.
- Sidewalks and walkways are restricted to pedestrian and motorized wheelchair use only. Driving on sidewalks and walkways is prohibited with the following exceptions:
 - Emergency vehicles responding to any occurrence where it is necessary to render aid or assistance to any person(s) in jeopardy, or where a risk of substantial damage to property exists. College Services vehicles will be considered emergency vehicles when responding to these types of situations.
 - Service vehicles are authorized to drive and park on restricted sidewalks as necessary to gain access to work sites for delivery of work-related materials. Service vehicles driving on sidewalks and walkways shall yield the right of way upon encountering pedestrian traffic. All contract construction/service vehicles entering the campus must be escorted on and off the campus by members of public safety at all times.

- Public safety officers may drive on any sidewalk and walkway at any time as may be necessary to provide service. Public safety officers driving on sidewalks and walkways shall yield the right of way upon encountering pedestrian traffic.

General Parking Regulations

- All motor vehicles operated on campus must be registered with the Office of Public Safety.
- Unless otherwise authorized in these regulations or expressly approved by the VP for the Division of College Services or his/her designee, all persons using St. Louis College of Pharmacy parking facilities MUST display the appropriate parking permit, properly affixed, at all times. Parking permits are designated for specific parking lots. Vehicles may be parked only in those parking areas authorized for that vehicle. Vehicles may not be parked in any area other than one designated for parking (i.e. within the bounds of a defined parking space). Parking on the grass, sidewalks, or any other College grounds not designated as a legitimate parking area is strictly prohibited, except for service vehicles.
- Parking in loading dock areas, with the exception of maintenance and service vehicles, is strictly prohibited.
- Parking in fire lanes, garage entrances, dumpster areas, crosswalks, and any temporarily barricaded areas is strictly prohibited.
- Fire lanes are areas, paved or unpaved, that permit fire equipment and other emergency vehicles to come as close to a building as possible. Fire lanes are also areas within 15 feet around a fire hydrant or a stand pipe connection. All access roads and campus walkways are, by definition, fire lanes. Neither parking nor standing is permitted in a fire lane. While the College will attempt to mark all fire lanes (i.e. painted yellow curbs and/or yellow diagonal lines), lack of such marking will not relieve a violator of responsibility for illegally parking. Any vehicle parked in a fire lane is subject to towing at any time. Parking is prohibited on all campus roads at all times.
- Parking in spaces designated for the mobility impaired without a state-issued license plate or placard is strictly prohibited.
- A motor vehicle must be within the designated boundaries (i.e. painted lines) of a single parking space. The fact that other vehicles may be parked improperly does not constitute an excuse for parking any part of the vehicle outside the designated boundaries.

- Motor vehicles may not double-park or park in any position which prevents adjacent vehicles from exiting their legal parking space.
- Any vehicle failing to vacate assigned garages or spaces for necessary parking maintenance/repairs and snow removal will be subject to citation and vehicle removal at the registered owner's expense.
- Any area that has been closed off by the use of barricades, signs, cones, or other control devices must not be entered. Unauthorized entry of this area will be considered a violation subject to citation and vehicle removal at the registered owner's expense.
- The use of emergency hazard lights (i.e. "flashers") will not excuse illegal parking.
- Placing handbills, flyers, or other advertisements on vehicles parked on St. Louis College of Pharmacy property is expressly prohibited.
- Parking in or over lines that take up more than one space.

Revocation of Campus Driving and Parking Privileges

The use of a motor vehicle on College property is a privilege, not a right. St. Louis College of Pharmacy has the authority to revoke or restrict the campus driving and parking privileges of any person at any time for just cause relative to violations of any and all parking and traffic regulations.

Campus driving and parking privileges are commonly revoked for the following reasons:

- Committing an egregious traffic violation including, but not limited to: speeding; reckless driving; or otherwise operating a motor vehicle in a manner that endangers the safety and welfare of others; driving on sidewalks, grass, or other non-roadways; and operating a motor vehicle while intoxicated or impaired.
- Accumulation of six (6) citations.
- Intentionally altering and displaying a copied/fraudulent parking permit.
- Selling or transferring a parking permit for display on a vehicle other than that for which it was registered.
- Use of a lost or stolen permit.
- As a result of a disciplinary hearing or sanction imposed by Student Affairs and/or Human Resources.

Revocation or restrictions will be determined by the St. Louis College of Pharmacy Administration.

Persons found driving or parking on campus following revocation of such privileges will be subject to additional fines and vehicle immobilization (i.e. “booting”). Continued violations may also result in complaints being issued against the registered owner of the vehicle through Student Affairs and/or Human Resources. Revocation of campus driving and parking privileges includes forfeiture of paid parking permit fees; permit fees are nonrefundable.

Special Services

The Office of Public Safety is also responsible for providing support services tailored to meet the needs of the St. Louis College of Pharmacy community. Some of these services include:

Motorist Assistance

The Office of Public Safety operates a 24-hour motorist assistance program. This program includes services for vehicle lock-outs and battery jump starts. A liability waiver must be signed prior to services being rendered. Proof of ID and/or ownership is required at the time the service is rendered.

Flat Tires

For safety and liability concerns, public safety officers are prohibited from assisting individuals with the inspection or changing of a flat tire. It is the owner/operator's responsibility to arrange for such services. The Office of Public Safety will, however, be more than happy to provide contact information for a towing service to assist.

Safety Escort Service

Faculty, staff, and students are encouraged not to walk alone on campus or surrounding areas after dark. From 6 p.m. to 1 a.m., students, faculty, and staff can contact the Public Safety Office at 314.446.SAFE (7233) to request an escort to and from locations located within a three-mile radius of campus. In most cases, the escort provided will be a mobile escort; however, depending on staffing, the location of the escort, and availability of officers, an officer may provide a walking escort. This is entirely at the discretion of the security officer(s) on duty. In most cases, public safety officers are able to respond to escort requests within 5-10 minutes. Periodically, situations arise that may delay an officer's response time. Students will be advised by the officer at the public safety office of any expected delays. If you have been waiting 10 minutes and were not advised of a delay, please contact the public safety office. Public safety officers will never neglect to provide a requested escort that has already been agreed upon.

PLEASE NOTE: The service is provided to ensure student and employee safety. It is also intended for students and employees going to and from on-campus locations. Healthy, able-bodied students and employees are expected to walk to and from locations on campus and adjacent to campus, regardless of weather conditions. Students with vehicles on campus are expected to use their vehicles for their own transportation needs. Public safety officers will not provide escorts to restaurants, grocery or retail stores, or parties.

Students going off-campus should take responsibility for their own safety and ensure that they have appropriate transportation to and from campus. The Director of Public Safety or supervising officer may make an exception to this policy in cases of extreme need.

Cab Service

St. Louis College of Pharmacy has an agreement with St. Louis County & Yellow Cab Company where the fees for cab service to and from campus may be charged to your campus account. All cab rides to and from campus MUST be coordinated through the public safety office in the Children's Place Garage. For a ride from campus, go to the public safety office, present your STLCOP ID, and the public safety officer will call to dispatch a cab to campus. If you are coming from an off-campus location, such as the airport or the train station, call the public safety office at 314.446.SAFE (7233) with your name and STLCOP ID number for verification, a call back number, and your exact location, and they will call to have a cab dispatched to your location. A voucher must be filled out by the public safety officer on duty and he/she will hand it to the cab driver for completion and signature by the student upon arrival to campus or prior to departure from campus. All fees related to the fare, including gratuity if desired, will be charged to your campus account. If you contact the company directly for service, you will be responsible for direct payment of the fare. If you would like a cab ride and do not want to charge your account, the public safety officer at the public safety office can call to dispatch a cab and you will be responsible for direct payment of the fare. All drivers with St. Louis County & Yellow Cab Company are extremely knowledgeable of the St. Louis metro area, professional, courteous, and required to be licensed by the Metropolitan Taxi Cab Commission.

Medical Escorts

Mobile escorts are available to St. Louis College of Pharmacy students, faculty, and staff who may be experiencing a mobility-impairing medical condition. Contact the public safety office at 314.446.SAFE (7233) for more information. The public safety office should be contacted immediately at 314.446.SAFE (7233) for all medical emergencies. Public safety officers will transport students and employees to an appropriate medical facility for medical treatment. Additionally, students are responsible for arranging transportation to medical appointments and to pick up prescriptions at off-campus locations.

Vehicle Immobilization and Towing Policy

St. Louis College of Pharmacy reserves the right to tow or immobilize (i.e. “boot”) at the registered owner’s expense any vehicle that is in violation of the established parking and traffic regulations.

Vehicle Immobilization Policy

Vehicles are subject to citation and immobilization (i.e. “booting”) without notice by the Division of College Services for the following reasons:

- Persistent and flagrant violations of the St. Louis College of Pharmacy Parking and Traffic Regulations (i.e. vehicles receiving more than six (6) citations within a year).
- Unregistered vehicles receiving three (3) or more citations within a year.

In the event that a vehicle is immobilized (i.e. “booted”), a notice will be affixed to the vehicle (usually on the front and driver’s-side window) advising the operator to contact the Office of Public Safety. Immobilization devices may only be removed by the Office of Public Safety. **DO NOT ATTEMPT TO MOVE THE VEHICLE.** St. Louis College of Pharmacy assumes no responsibility for damage caused if the vehicle is moved while the immobilization device is in place. Additionally, the unauthorized removal or attempted removal of the immobilization device may result in damage to the device and/or the vehicle. Repair and/or replacement costs of the immobilization device resulting from the unauthorized removal or attempted removal of the device will be the responsibility of the registered vehicle owner. St. Louis College of Pharmacy assumes no responsibility for any damage that may result from placement and/or removal of any immobilization device.

In order to have the immobilization device removed, violators will be required to pay according to the fee schedule below and a portion of all outstanding fines. Payment must be made at the Business Office. Accepted forms of payment are cash or check. After payment is completed, the immobilization device will be removed by a public safety officer. The vehicle must be removed from the area at the time the immobilization device is removed.

PLEASE NOTE: Each subsequent time the vehicle is observed parked on campus in violation of the Parking and Transportation Regulations, it will be immediately immobilized.

Towing Policy

Vehicles are subject to citation and towing without notice by a local towing agency for the following reasons:

- Parking in such a way as to constitute a hazard to vehicular and pedestrian traffic or to the movement or operation of emergency equipment. Examples include, but are not limited to, the following areas: fire lanes, traffic lanes, and sidewalks.
- Parking in such a way that restricts access to service areas, loading docks, or dumpsters.
- Parking in handicap-designated spaces without a state-issued disabled license plate or placard, or blocking handicap access.
- Abandoned vehicles; vehicles are considered abandoned after remaining immobile or inoperable for 90 days.
- Failure to immediately move a vehicle upon notification from the Office of Public Safety.
- Emergency situations deemed necessary for the safety and welfare of the STLCOP community.
- Persistent and flagrant violations of the St. Louis College of Pharmacy Parking and Traffic Regulations (i.e. vehicles receiving more than eight (8) citations).
- Parking in the RAS reserved lot without permission.

In the event the owner or authorized operator of the vehicle should appear after the towing agency has been called and before such towing equipment has removed the vehicle, the appropriate service fees shall be paid before such vehicle shall be released whether or not any labor has been performed to the removal of the vehicle. Fines and towing costs are the responsibility of the registered vehicle owner. The towing agent is responsible for the safe transport of towed vehicles. St. Louis College of Pharmacy assumes no responsibility for damage to any vehicle as a result of towing.

Reclaiming Your Vehicle

Towed vehicles are not stored at the College, but at an impound lot managed by the towing contractor shown below. The location of the tow contractor is approximately 3.8 miles northwest of the campus.

Current Towing Contractor:

Hartmann's Towing and Car Care

(314) 721-1445

6615 Olive Blvd,

St. Louis, MO 63130

Violations and Fines

Persons not complying with the St. Louis College of Pharmacy Parking and Traffic Regulations are subject to citations and assessment of appropriate fines and penalties.

The person in whose name a vehicle is registered according to records maintained by the College is responsible for violations involving that vehicle, even when driven by other individuals. A \$10 fee will be assessed to the registered vehicle owner if the College is required to obtain state vehicle registration information through the Missouri Department of Revenue in order to identify the registered owner of any vehicle on College property.

Parking citations are placed on the windshield of the motor vehicle. Motor vehicles without windshields (motorcycles, motor scooters, or mopeds) will have citations placed near the gas tank. Placement of the citation constitutes legal delivery. After placement is completed, the citation is the responsibility of the registered vehicle owner.

Motor vehicles parked illegally are eligible to be cited for the same violation after 24 hours have passed. Individuals that acknowledge that they have been cited by receiving a citation (viewing the citation) and do not move their vehicles are subject to being cited again. Cited vehicles must be moved immediately to a valid garage/parking space. Individuals cited for a violation who then move their vehicle to another illegal space are eligible to be cited again immediately.

Citation fines are automatically forwarded to the Business Office in South Resident Hall for collection. Fines are assessed to the student or faculty/staff. Accepted forms of payment are cash, check, or credit/debit card. Unpaid parking fines are considered unpaid financial obligations to the College. Failure to satisfy any outstanding parking fines and penalties may result in complaints being issued against the registered owner of the vehicle through Student Affairs or Human Resources.

All fines and penalties collected by St. Louis College of Pharmacy are deposited in the College's Parking and Safety Fund and redistributed by the College to defray the cost of updating and maintaining the parking areas and lighting on campus.

Monetary fines are itemized on all citations and are subject to change without notice. Below are some examples:

Speeding/Reckless Driving

The garages have a posted speed limit to maintain a safe environment for pedestrians and other motorists. The determination of excess speed is subject to the public safety officer's reasonable perception and discretion; an actual rate of travel is not required. Reckless driving is driving with a wanton disregard for the personal safety and/or property of others. Speeding and reckless driving endangers the safety of all and will be strictly enforced. If this violation is observed by a public safety officer, and attempting to make contact with the vehicle might jeopardize his/her safety or the safety of others, a citation will be mailed directly to the registered owner of the vehicle or an incident report will be made and forwarded to Student Affairs.

Obstructing Roadway

Motor vehicles may not be parked, while running or not, in such a manner that blocks or impedes the flow of traffic. Vehicles that block or impede the flow of traffic endanger both pedestrians and the occupants of other motor vehicles.

Fire Lane/Hydrant

Parking a motor vehicle in a fire lane is strictly prohibited. Fire lanes are areas, paved or unpaved, that permit fire equipment and other emergency vehicles to come as close to a building as possible. Fire lanes are also areas within 15 feet around a fire hydrant or a stand pipe connection.

All access roads and campus walkways are by definition fire lanes. Neither parking nor standing is permitted in a fire lane. While the College will attempt to mark all fire lanes (i.e. painted yellow curbs and/or yellow diagonal lines), lack of such marking will not relieve a violator of responsibility for illegally parking.

Any vehicle parked in a fire lane may be subject to citation or towing at the registered vehicle owner's expense at any time.

Handicap Zone

Only those vehicles properly displaying a valid, state-issued disabled license plate or parking placard (hangtag) are allowed to park in a designated disabled parking space.

Failure to Stop

ALL motor vehicles are required to stop completely at ALL stop signs and to proceed with caution. Stop signs have been placed in areas of high pedestrian traffic. Failing to stop endangers the safety of all and will be strictly enforced. If this violation is observed by a security officer, and attempting to make contact with the vehicle might jeopardize his/her safety or the safety of others, a citation will be mailed directly to the registered owner of the vehicle.

No Parking Zone

Motorists may not park their vehicles in posted “No Parking” zones at any time. A No Parking Zone is defined as an area or space that, either through the designation of signs, barricades, or cones, is unable to be parked in. Additionally, vehicles may not be parked on sidewalks, walkways, grass areas, or paths. Dumpster and loading dock areas are used by College personnel on a daily basis. Vehicles that impede access to these areas are subject to citation.

Improper Parking

Vehicles parked outside of designated spaces and over boundary lines may be subject to citation. Vehicles must be parked between painted parking space lines. Vehicles occupying more than one space may be subject to citation. Vehicles that are parked partly on pavement and partly on grass may also be subject to citation.

Reserved/Special Permit

Certain spaces in the garages on campus are specifically reserved for a group of people or one person in particular. These areas are designated with a “Reserved” sign. The only vehicles that are authorized to park in these spaces are those that properly display a valid special permit. Failure to display a valid, properly affixed/displayed special permit may result in a citation being issued.

Violating Posted Restrictions

Parking is permissible in designated areas and spaces ONLY. Posted restrictions are intended to designate a parking lot or space for a specific purpose (i.e. 45-minute visitor parking, 15-minute loading zones). Failure to observe posted restrictions may result in a citation being issued. The absence of posted restriction or vandalized signs does not constitute a valid excuse for parking in any restricted space or zone.

No Permit/Expired Permit

Individuals who fail to display a valid, current, and properly affixed permit are subject to this citation. A \$10 fee will be assessed to the registered vehicle owner if the Office of Public Safety is required to obtain state vehicle registration information through the Missouri Department of Revenue in order to identify the registered owner of any vehicle on College property.

Motor vehicles failing to display a valid permit after being identified through the Missouri Department of Revenue are subject to removal from College property at the registered owner's expense.

Not Assigned Garage/Area

Parking permits are designated for specific parking garages and areas within. Unless otherwise authorized in these regulations or expressly approved by the Office of Public Safety, students, faculty, staff, and visitors are expected to keep their vehicles in their assigned lots at all times. Failure to do so may result in a citation being issued.

Improperly Displayed Permit

All hangtags must be clearly displayed on the rearview mirror or dashboard of the permit holder's registered vehicle with the face of the permit clearly facing the windshield. A vehicle with an improperly displayed permit will be subject to citation.

Other

Any violation or other infraction not specifically covered by the aforementioned categories. No student, faculty or staff are allowed to let anyone else use their STLCOP issued ID to park.

Fines Escalation and Notification per Academic Year:

- First citation/violation - \$25
- Second citation/violation - \$25
- Third citation/violation - \$50; contact Student Affairs or Human Resources
- Fourth citation/violation - \$50; contact Student Affairs or Human Resources
- Fifth citation/violation - \$75 + \$25 boot removal fee = \$100 total plus revocation of parking privileges.
- Sixth citation/violation - \$100 + \$25 boot removal fee = \$125 total plus revocation of parking privileges.

Habitual Offenders

Persons receiving three or more parking citations per academic year are considered habitual offenders and are subject to increased penalties and fines and reporting to either Student Affairs or Human Resources. Students with outstanding citations/violations will not be allowed to register for the next semester.