

# PARKING 101



## Avoiding the Most Common Citations

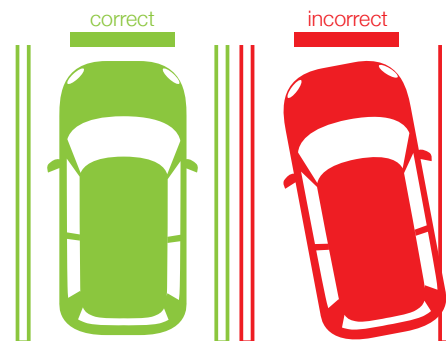
Citations written on this campus protect the spaces that faculty, staff, and students have paid to use. The most common citation issued on campus is for parking in a space without the proper permit. To easily avoid citations, pay daily garage fees or purchase a permit and park where your permit allows. Also, read your e-mails and look for signs that announce changes in your parking lot or garage.

## Citations and Appeals

You can make citation payments online at [www.utexas.edu/parking](http://www.utexas.edu/parking) using Visa or MasterCard. Just remember that payment is due within 12 calendar days of the citation date. Citations not paid or appealed after 12 calendar days are invoiced to the permit holder; or, if no permit is displayed, the fees are invoiced to the registered vehicle owner. Citations not resolved within 42 days of being issued incur a \$10 late fee and may be forwarded to a collection agency with additional fees added. File your appeals online at [www.utexas.edu/parking](http://www.utexas.edu/parking), via e-mail at [appeals@www.utexas.edu](mailto:appeals@www.utexas.edu), fax at 512-232-9405, mail at PO Box 7546, Austin, TX 78713 (campus mail D3000), or in person by appointment.

## Parking within the Lines

Your car should be entirely within the lines that define your space. If you are parked over the line, you may receive a citation. In some parking garages, a double line is used between spaces to help prevent door dings. Each space is defined by the interior lines, creating a buffer between vehicles.



## Theft Prevention

According to UTPD, property theft is the most common crime on campus. As the university is not responsible for any loss, theft, or damage to vehicles on campus, crime prevention is key. Do not leave your belongings in view when you park your car and be sure to roll up all windows and lock all doors.

## Loading and Unloading

If you need quick access to buildings around campus to load or unload something, there are a few options. You can park in any Loading Zone (LZ) space throughout campus for up to 30 minutes with your emergency lights flashing. Be aware that moving a vehicle and re-parking it in the same area does not extend the original time restriction from the initial parking. Another option is parking at meters which are located throughout campus with time limited to 45 minutes at a rate of 25¢ per 15 minutes. There are also nine garages throughout campus, all of which provide up to 30 minutes of parking at no charge.

## Boots

A boot may be placed on a vehicle when an owner has four or more outstanding citations or one citation more than 120 days past due. All outstanding citations plus a \$35 boot fee must be paid in full before the boot is removed. Vehicles with boots may be impounded after 36 hours. Only PTS or UTPD staff may remove wheel boots. Unauthorized attempts to remove wheel boots will result in replacement and/or restoration costs and possible prosecution.

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## Auto Assistance

The Longhorn Auto Assistance Program (LAAP) is a FREE service offered by PTS to anyone parked on campus. If you lock your keys in your car or your car battery dies, call Brazos Garage at (512) 471-6126 to have the LAAP vehicle render assistance 24/7.

## Backing into Spaces

When parking in angled spaces, you should not back into them if it puts your car in a direction facing opposite to the flow of traffic in the nearest lane.

## Reading the Signs

One of the most important factors for successfully parking at UT is reading and understanding the signs. Most signs indicate the permit that is required to park in all the spaces to which the sign applies as well as the times these restrictions apply. For example, the sign on the left in the diagram below shows that only “A” permit holders can park in the spaces to which the sign applies between 7:30 am and 5:45 pm. Between 5:45 pm and 7:30 am, you can park in these spaces without a permit. The sign on the right, however, requires an “F21” permit at all times (24/7).

## Sign Zones

To avoid littering the campus with thousands of parking signs, most spaces on campus do not have a sign for that specific space. Typically, signs indicate an area or zone for which the restrictions of that sign apply. The areas may be denoted by signs posted at lot entrances, which means the restrictions on the sign apply to all unsigned spaces in the lot. Another area indicator are the signs you may see on ramps and different levels of a parking garage, specifying which floors resident student (“R”) permit holders may park. Finally, the most common signs have arrows pointing to the areas for which the sign restrictions apply. For example, the diagram to the left shows that only “A” permit holders can park in all spaces to the left and right of the “A” sign (those in blue) until another sign appears in either direction, which is the “F21” sign in this case. The “F21” sign shows that only “F21” permit holders can park in the spaces in purple, which includes the space the sign is over, as well as all the spaces to the right of that sign until another sign appears.



## Yellow and Red Curbs

Yellow and red curbs can be seen throughout campus. If a space or area is marked by a yellow or red curb and it does not have a sign on it indicating that you can park there (such as those that list your permit type or have LZ – loading zone), then you should not park there.