

CSU - PARKING SERVICES & PARKING RULES

Chicago State University, 9501 S. King Dr., Chicago, IL 60628

PARKING@CSU.EDU – (773)995-2141

PARKING COMPLIANCE

Any person operating a motor vehicle on Chicago State University campus is subject to and must comply with all parking and traffic regulations of the State of Illinois, the City of Chicago, and Chicago State University. The regulations and general information are printed for the benefit and compliance of everyone, and will aid all members of the University community. Nothing herein is intended to change or replace existing State statutes. The authority to proscribe and enforce motor vehicle registrations is based upon Illinois statutes and subsequent actions taken by the Chicago State University Board of Trustees. The statute with reference to powers of the Board of Trustees appears in Chapter 110, Illinois Compiled Statutes 610/1.

Parking Services

The CSU Parking Department's goal is to serve and provide parking services for students, faculty, staff and visitors. The Department also provides motorist assistance on campus such as opening your vehicles when keys are left inside, providing battery jumps, and inflating tires at no charge. The CSU Parking Department, will not perform routine maintenance or repair work. Customers will be required to sign a waiver of liability prior to receiving assistance. Parking Services: On Campus dial extension 2141 - Off Campus dial (773) 995-2141.

Office Hours of Operation

Monday 8:00AM to 4:00PM
Tuesday 8:00AM to 4PM
Wednesday 8:00AM to 4PM
Thursday 8:00AM to 4:00PM
Friday 9:00AM to 4:00PM
Saturday 7:00AM to 3:00PM (Parking Booths only)
Sunday – CLOSED

Booth Hours of Operation

Monday – Friday 7:30AM to 10PM
Saturday 7:30AM to 3PM
Sunday - CLOSED

Faculty, Staff, and Student Parking Decals

To park on campus, all faculty, staff (part-time, temporary, and full-time), and students must purchase an annual or semester decal or pay the daily fee. Parking decals are issued for a semester or an academic year expiring every August 31st of the calendar year. It is the responsibility of the purchaser to check the parking decal expiration date. Parking decals can be purchased through the Cashiers' Office, Room 211 in the Cook Administration Building. No refunds are available. Please note, you are required to pay the \$5.00 daily parking hang tag upon entrance if you do not purchase an annual or semester decal.

Driver Responsibility

Individuals who use the parking facilities must have a valid parking decal or pay the daily \$5.00 parking fee at either the 95th Street (95th St. & St. Lawrence) or 99th Street Parking Booth (99th St. and King Drive). NO EXCEPTIONS

Under specific circumstances and with proper documentation, a temporary or replacement decal may be obtained from the Parking Department.

Guest Parking

All guests must pay the daily parking fee. Individuals, departments or sponsoring groups may arrange to pay or be invoiced for parking. Please download the event/guest form <http://www.csu.edu/parking/documents/SpecialEventParkingForm.pdf> and return the completed form to the Parking Department for processing. Please note that guests are subject to parking regulations, and it is the responsibility of the sponsor to make parking regulations known to them.

ALL VEHICLE OPERATORS MUST PARK IN THE APPROPRIATE SPACE, RESERVED AND HANDICAP SPACES REQUIRES SPECIAL PERMITS.

Parking Rules

- Always properly display a decal, daily hang-tag or permit.
- **Never park in reserved spaces unless assigned.**
- Always obey street/traffic signs.
- Never block driveway/intersections.
- Never park outside the yellow lines.
- Never enter or park on access roads of the Campus.
- Never leave vehicles unattended/running motor/without an adult supervision.
- Never violate parking area.
- No littering/loud music.
- Never park/blocking a dock area.
- Never run through a gate.
- Never illegally remove a University boot.
- Never illegally copy or alter decal, daily hang-tag or permit.
- Never park in a handicap zone without properly displaying placard or using a placard without the authorized holder being present.
- **FREE Pick-Up/Drop-Off is not allowed**
- **Children under 16 must be escorted by an adult**

Parking Citations or fines are given for the following

violations:

- \$75.00 for parking without a decal, daily hang-tag or permit
- \$100.00 for parking in reserved lot
- \$25.00 for improperly displaying a decal, daily hang-tag or permit
- \$25.00 for violation of signs
- \$50.00 for blocking driveway/intersection
- \$25.00 for parking outside the yellow lines
- \$50.00 for parking on grass/sidewalk
- \$50.00 for vehicle left unattended/running motor/without an adult
- \$50.00 for violating no parking area
- \$50.00 for littering/loud music
- \$75.00 for parking or blocking a dock area
- \$75.00 for unauthorized access or gate running
- \$100.00 for illegally removing University boot
- \$100.00 for illegally copying or altering decal, daily hang-tag or permit
- \$250.00 for parking in a handicap zone without properly displaying placard or using a placard without the authorized holder being present.

APPEALS PROCESS:

Appeals Board meet the second Tuesday of every month, excluding August. Meeting Location is O&M 102; office number is (773) 995-2141 fax number is (773) 995-3281 fax email address is parking@csu.edu. Call the office number for any last minute updates.

https://www.csu.edu/parking/documents/Appeals_Application.pdf

Second Decal

A second decal may be purchased for \$100.00 solely for use on a second vehicle that is used by the purchaser of the first decal. At the time of purchase of the second decal proof of insurance and vehicle registration on that vehicle must be provided with the same address as the first vehicle's decal. The second decal is for the personal use of the purchaser of the first decal and may not be sold, disseminated, or transferred for use by another person or vehicle. Decals must be affixed to the lower inside left corner of the driver's side windshield. Use of tape or other temporary placement may result in the issuance of a ticket and/or revocation of authorization of use. Violation of this rule may result in revocation of parking privileges and disciplinary action against any such individual found in violation of this rule. The second decal may not be resold, loaned, or transferred to another user or vehicle. The decal must be securely affixed to the second vehicle. Owner's insurance and registration information for the first vehicle decal and second vehicle decal must match your Banner Account address.

Unpaid Obligations

No parking decals will be issued to any individual who has unpaid parking fines. All unpaid fines will be automatically sent to an outside collection agency.

Vehicle Boot

- **Parked in a reserved parking space.**
- **Parked in a handicapped space without displaying a placard issued to the driver or another occupant of the vehicle.**
- Blocking a fire hydrant or fire lane.
- Blocking a roadway, drive or loading dock.
- Blocking a dumpster.
- Blocking other vehicles.
- Creating a real or potential safety hazard.
- Owned or operated by an individual with outstanding delinquent parking citations.
- Using a revoked, altered or stolen decal.
- Parking in violation of posted signs.
- Boots are only released when a non-refundable \$25.00 fine is paid.
- **If the debt is not paid within 24 hours of booting, the vehicle is eligible to be towed. In addition to a boot fee, towing fees are incurred.**
- **Accumulating three (3) or more unpaid citations.**

Abandoned Vehicles

Abandoned vehicles cannot remain on the university campus for more than (24) hours. Vehicles on campus for longer periods will be booted and/or towed at the owner's expense. If a vehicle is left unattended for more than 24 hours, the owner/driver must contact the Police Department at 773-995- 2111.