

Parking Areas

Scope: Who is Covered by this Policy?

Employees, Students, Vendors and ~~Visiors~~Visitors

Policy

Signs at the entrances to most campus lots and individual spaces indicate the color of the permit required to park in the lot or space, as well as the times and days the restriction is in effect. Not all campus streets are posted with permit restrictions. Contact Parking and Transportation Services or consult the parking map with questions about permit restrictions for an area.

Explanation of Parking Map and Conditions that Apply

RED

1. A few RED permit areas are posted for 24-hour restrictions and are limited at all times every day to vehicles displaying a RED permit. Vehicles displaying permits of any other color are not permitted to park in these areas.
2. Most RED permit parking areas are posted with restrictions in effect from 7:00 a.m.-6:00 p.m., Monday through Friday. After those times any vehicle displaying a valid permit of any color may park in that parking area.
3. RED permit holders may park in any University parking area except those spaces designated for specific vehicles. [Fees must be paid when parking in pay-to-park areas.](#)

BLUE

1. BLUE permit parking areas are restricted from 7:00 a.m.-6:00 p.m., Monday through Friday. After those times any vehicle displaying a valid permit of any color may park in the BLUE parking areas.
2. BLUE permit holders may not park in University parking areas designated for RED permits during restricted hours (for restricted hours, see appropriate colors above).

YELLOW

1. Students may purchase YELLOW permit-permits to specific yellow parking areaslots on campus (Ditmer, Chestnut Fields, and westWest Millett) are open to any Lot). A vehicle displayingmust be registered with a valid permit of any color at any timespecific to the yellow lot they are parked in. Bus service is provided from Ditmer, Chestnut Fields, and west Millett parking lots to central campus.
2. YELLOW permit holders may not park in University parking areas designated for RED or BLUE permits during restricted hours (for restricted hours, see appropriate color stated above).from 7 am to 6 pm Monday through Friday.
3. The Ditmer, Chestnut Fields and the west Millett lot haseach have a 24-hour daily commuter section for overnight parking and a 6:00 a.m. to 10:00 p.m. section for daytime parking. Vehicles parked in the daytime area commuter section after 10:00 p.m. may be cited. A separate section in each lot is designated for 24-hour parking.

WHITE

1. WHITE permit parking areas (Ditmer, Chestnut Fields, west Millett, and Culinary Support Center) are open to any vehicle displaying a valid permit of any color at any time.
2. WHITE permit holders may not park in University parking areas designated Red or Blue permits during restricted hours (for restricted hours, see appropriate color stated above). from 7 am to 6 pm Monday through Friday.

Right of Way Requests

Certain events on campus may necessitate the exclusive use of a parking area or roadway for the event to be conducted in a safe manner or due to the sheer number of unique visitors. In those cases, a Right-of-Way Request must be approved in advance.

Conditions for Right-of-Way Requests:

1. The event must not cause significant disruption to University functions, vehicular traffic, parking lot usage, and must not prevent convenient access to University facilities.
2. Applicants must submit a request for right-of-way use with barricades or parking signs to Parking and Transportation Services ten business days prior to the event date.
3. A responsible contact must be present at the event and must be identified in the request.
4. The applicant and/or organization must comply with the requirements for posting “No Parking” signs if parking is to be prohibited, or no vehicles shall be cited and/or towed from the reserved area.
5. The applicant/organization shall provide a diagram of the route or event site with the request.
6. The applicant/organization will be responsible for lot-clearing fees at the time of the request according to the schedule below:
 - 1-50 spaces: \$5 per space
 - 51-99 spaces: \$4 per space
 - 100-249 spaces: \$3 per space
 - 250-499 spaces: \$2 per space
 - 500+ or remote parking lots: \$1 per space
7. Parking and Transportation Services shall determine the final cost for lot reservations.

Requirements for Posting of “No Parking” Signs for Use of Right-of-Way

Any person or organization that requests assistance from Miami University’s Parking and Transportation Services in keeping a street or parking lot clear of traffic or parked cars shall comply with the following requirements:

1. A standard 8 ½ x 11” sign, issued by Parking and Transportation Services, will be used when marking an area for parking restrictions. All signs will be posted at the

curb line, 36” above the ground on wooden stakes or posts which have been placed no further than 20 feet apart.

2. The effective date and times of the restrictions will be written in permanent marker above the words “NO PARKING.”
3. Below the words “NO PARKING” will be written one of these conditions:
4. Between signs → (with arrow ← or → as needed)
5. This block/lot
6. Here to corner → (with arrow ← or → as needed)
7. This side of street
8. It is the responsibility of the applicant/organization to post the signs according to these requirements and periodically check the posting to replace signs that are missing.
9. Once the initial posting has been completed, notify Parking and Transportation Services by calling (513) 529-2224. A customer service assistant will log the date and time and a parking technician will inspect sign content and placement. This must occur 72 hours before the effective date.
10. All signs must be posted 72 hours in advance of the effective date.
11. All of these conditions must be met in order for Miami University police or parking control technicians to ticket or tow a car parked in the area.
12. Remove all signs when the event is concluded.

Related Form(s)

Not Applicable.

Additional Resources and Procedures

Not Applicable.

FAQ

Not Applicable.

Policy Administration

Next Review Date

7/1/2023

Responsible Officer

Miami University Police

Legal Reference

Not Applicable.

Compliance Policy

No

Revision History

Amended July 2018; [Amended July 2022](#)

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Student Handbook 6.3

Reviewers

Miami University Police

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