



Ohio Administrative Code Rule 3361:70-5-07 Parking: variances.

Effective: June 15, 2012

(A) Applicable visitor parking will be charged to individuals or departments being visited, including cases where the visit is considered beneficial to the university.

Visitors/contractors/vendors must use garages. Individuals, departments or sponsoring groups may arrange to pay for parking by completing a "Request for Special Parking" form found online at the parking services website. This form should also be completed to alert parking services of large programs, in which individuals are to pay for their own parking.

Guest parking is prohibited on campus drives except as posted or when requested by the president, vice president or dean. Reserved guest spaces are for off-campus dignitaries (e.g. board of trustees, governor, board of regents) and are granted only upon request of the president, vice president or dean.

(B) Parking for loading and unloading up to thirty minutes will be granted when necessary. Passes must be obtained from parking services.

When loading docks are needed on the east, west, "UC Clermont," "UC Blue Ash," or the "Victory Parkway" campuses, a specific request for their use must be made. Established garage rates will be charged for loading and unloading in garages on the east and west campuses. A valid load/unload permit must be displayed at all times while loading or unloading.

(C) Parking will not be reserved for deliveries, unless a "Request for Special Parking" form is submitted on line in advance. Contractors working out of their vehicle must park within a construction area if one has been designated or in an available facility at the daily or monthly rate. Campus drives are restricted to thirty minutes loading/unloading. A permit to do this may be acquired from the parking office. Campus drive parking is restricted based upon need. Parking charges are to be paid by the contractor. Violators of these policies will be cited or towed. All contractors and/or subcontractors requiring campus drive parking must submit the request in



advance and must provide verification issued by the appropriate university department.

(D) Parking for servicepersons or salespersons will be limited to garages unless the service person needs to work from their vehicle. In these cases, a thirty minute dock temporary permit will be issued by parking services office for loading and unloading. The vehicle must then relocate to a pay facility. Servicepersons working on projects longer than one day will be treated as contractors and subject to stipulations in paragraph (C) of this rule.

(E) Special handicap parking permits for persons with physical disabilities will be issued upon the recommendation of disability services and based upon certification as disabled by a physician and university health services. A state handicap placard must be used in conjunction with a valid university decal. Severely handicapped students may park in any non-reserved handicap parking stall on campus for the semester fee equal to the rate of the least expensive facility. Handicapped individuals who wish to have a reserved stall must work with disability services and pay the appropriate rate for that facility. Faculty/staff may park in any non-reserved handicap parking stall or white stall in an area or facility of their choice at the rate of that facility or area.

Unnumbered handicap stalls may be used by any handicapped individual who has a valid university handicap parking permit as well as state placard. Handicapped visitors must display a state handicap placard and park in a garage.

Numbered signs on handicap stalls on the uptown campus, "Victory Parkway" "UC Blue Ash" and "UC Clermont" campuses, indicate the stall is reserved for a specific handicapped individual. Reserved stalls are limited to severely handicapped persons and require the recommendation of a physician, state placard, state plate or vehicle must be altered. However, each case will be reviewed on an individual basis by university health services and disability services.

(F) All requests for parking variances must be submitted five or more business days in advance of the date the variance is desired on a "Request for Special Parking" form found online at the parking services website. All forms must be complete and have complete billing information if applicable. Incomplete forms will be returned to the requesting department or contact will be made.

(G) It is the responsibility of faculty, staff, and students to make parking regulations known to their



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DOCUMENT #288050

invited guests or visitors. Guests are subject to all parking regulations.