



UNIVERSITY OF WISCONSIN
PLATTEVILLE
OFFICE OF UNIVERSITY
POLICE AND PARKING

UW-Platteville



P

PARKING POLICY & REGULATION MANUAL

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Parking Permits

Annual & Semester Permits

UW-Platteville utilizes a “hang tag” parking permit system. A valid UW-Platteville parking permit is required in any University parking lot, College Drive, University Plaza, and Greenwood Avenue. The Streets requiring a UW-Platteville permit, named above, are posted with ORANGE and BLUE signs.

The UW-Platteville permit must be displayed so symbol and number are clearly and easily visible from the front of the car. Permit should be hung from rear view mirror, with symbol and number facing forward and not obstructed. If no rear view mirror is present, a permit may be placed on driver’s side dash. The permit number and symbol shall be easily visible from the front of the vehicle and not obstructed. Temporary permits shall be placed on the driver’s side dash, with all information clearly visible and not obstructed. If the permit is not properly displayed, a citation may be issued for Non-display/ Improper Display of Permit. **It is the driver’s responsibility to ensure the permit is properly displayed, before leaving the vehicle.**

- UW-Platteville Parking Permits are sold on a first come first serve basis. When quantities for each designation sell out, we will post “sold out” on our website.
- UW-Platteville Parking lot types are designated by a sign at the entrance to the lot. **It is the driver’s responsibility to observe and obey the signs.**

UW-Platteville designates the following permit types that can be purchased based on a driver’s University PASS account status:

Faculty/Staff Permit- These may be purchased by employees of the University. They can be purchased for either one semester or one year. Faculty/Staff Motorcycle permits are sold separately and can only park in motorcycle stalls in the designated lot. Click here to see where the designated faculty/staff and commuter/staff parking lots are located: <https://www.uwplatt.edu/files/police/lotmap.pdf>

Commuter Permits- These may be purchased by students residing off-campus. They can be purchased for either one semester or one year. Commuter Motorcycle permits are sold separately and can only park in motorcycle stalls in the designated lot. Click here to see where the designated commuter parking lots are located: <https://www.uwplatt.edu/files/police/lotmap.pdf>

Residence Hall Permit- These may be purchased by students residing on-campus. They can be purchased for either one semester or one year. Resident Hall Motorcycle permits are sold separately and can only park in motorcycle stalls in the designated lot. Click here to see where the designated Resident Hall parking lots are located: <https://www.uwplatt.edu/files/police/lotmap.pdf>

Remote Lot Permit- University of Wisconsin-Platteville has one designated remote parking lot. Remote permits can be purchased either for one semester or one year. Click here to see where the designated Remote parking lots are located: <https://www.uwplatt.edu/files/police/lotmap.pdf>

❖ **Any current UW-Platteville parking permit is valid in the following areas:**

- A valid University parking permit is required to park on College Drive, Greenwood Avenue, Circle Drive, and University Plaza between 8am-4pm, Monday-Friday. During the hours of 2A-6A parking is restricted to allow only Resident Hall Permit designation.
- Parking Lot #10 (There is no parking for any permit designation in this lot between the hours of 2A-6A)

Daily Permits

Residence Hall Daily Permits

- Residence Hall students may purchase daily permits. Daily Residence Hall permits may be purchased at the University Police Department, during normal business hours. Residence Hall students may also purchase a 1 to 5 day permit, online.
 - Residence Hall daily permits must be displayed with dates visible.
 - Residence Hall daily permits are valid **ONLY** on Greenwood Avenue, College Drive, University Plaza, and Res Hall lots, including overnight.
 - Residence Hall daily permits purchased on campus are valid until 8am on the date following the date designated on the permit.
 - Residence Hall short-term permits purchased online are valid until 8am on the last date of permit.
 - Residence Hall daily permits **ARE NOT** valid in metered stalls.
 - Residence Hall daily permits **ARE NOT** valid in Commuter, Commuter/Staff, or Staff only lots.
 - Scratch-off permits must have the month, day, and year completely scratched off for the permit to be valid.
 - Scratch-off permits with more than one day scratched off **ARE NOT** valid

One-Day Visitor/Commuter Permits-

- Visitors, Faculty, Staff, and Commuter students may purchase single day permits. Commuter/ Visitor daily permits may be obtained from the host department, University Police Department, Pioneer Center Information Desk, Box Office, or online.
 - Visitor/Commuter daily permits must be displayed with date visible.
 - Visitor/Commuter daily permits are valid on Greenwood Avenue, College Drive, and University Plaza, Commuter, Commuter/Staff and Remote lots. See PARKING LOTS section for lot types and numbers
 - Visitor/ Commuter daily permits **ARE NOT** valid 2am-6am.
 - Visitor/ Commuter daily permits **ARE NOT** valid in meter stalls.
 - Visitor/ Commuter daily permits **ARE NOT** valid in Residence Hall lots.
 - Visitor/ Commuter daily permits **ARE NOT** valid in Staff only lots.
 - Scratch-off permits must have the month, day, and year completely scratched off for the permit to be valid.
 - Scratch-off permits with more than one day scratched off **ARE NOT** valid

Special Permits

1. **Overnight Permit-** The University Police Department issues a permit for those staff and students on UW-Platteville sponsored overnight trips. **This permit is valid ONLY in lot 26** and must be picked up from the University Police Department prior to departure.
 - Overnight permits can be obtained at the University Police Department.
 - University Police must receive prior authorization from sponsoring department or organization advisor for student to receive an Overnight Permit. [Please visit our Overnight Parking web page for the authorization application, Click Here.](#)
 - All fields must be completed on the Overnight Permit or a citation may be issued, even if it is displayed in the vehicle.
 - Vehicles left in violation for multiple days, may receive multiple citations. Contacting University Police after you have already left a vehicle **WILL NOT** prevent citation(s).
2. **Special Permit-** University Police issues permits for Vendors, Contractors, and other specific individuals and groups. These permits may be assessed certain fees, time and location restrictions.
3. **Temporary Handicap Permit-** University Police will issue a Temporary Handicap permit, valid **ONLY** in University parking lots, with a faxed doctor's authorization, on official letterhead. **These are issued for a maximum of 10 days and may not be renewed.** There is a fee, unless requestor holds a current University permit.

Purchasing a Permit

The University Police Department will send out an email each year notifying the campus community that parking permits are available for sale. UW-Platteville parking permits are in limited quantity and available on a first come first serve basis. The University Police Department will advertise on its website when specific designations are sold out.

- University of Wisconsin-Platteville parking permits may be purchased online at www.uwplatt.edu/police
 - **Students** may select to have the permit price added to the tuition bill.
 - There is a deadline, so contact University Police or visit our [website](#) for more information, if you wish to purchase your permit using this option.
 - **Faculty/Staff** may select payroll deduction.
 - There is a deadline, so contact University Police or visit our [website](#) for more information, if you wish to purchase your permit using this option.
- Parking Permit Application Restrictions
 - No person may falsify, alter or duplicate or request the unauthorized falsification, alteration or duplication of a university parking permit.
 - No person may knowingly display or allow another person to display a falsified, altered, duplicated, stolen, lost, or found parking permit.
 - No person may knowingly provide false information to any university employee with the intent to obtain a parking permit.

Permit Refunds

Permits may be refunded following the refund schedule below. There is a processing fee for any refund/return of a permit. For more information on refunds and to find out how to apply for a refund, please visit our [parking webpage](#).

- **Annual Permit**
 - Within one month of date of purchase: Full Price Refund
 - After one month of date of purchase: Semester Price Refund
 - After one month after second semester begins: No Refunds
- **Semester Permit**
 - Within one month of date of purchase: Full Price Refund
 - After one month of date of purchase: No Refund

Pro-rated Permit Fees

University Annual and Semester parking permits are sold at a pro-rated fee after November (Fall Semester) and March (Spring Semester) of each academic year. Please contact the University Police Department for more information. *Pro-rated permits require cash or check payment.*

Payment Methods

- Visa
- MasterCard
- Discover
- Cash
- Check
- Money Order
- Direct Billing - Tuition Bill (*subject to deadline dates*)
- Payroll Deduction (*subject to deadline dates*)

Lost/Stolen Parking Permits

The owner of a lost or stolen University parking permit must come to the University Police Department to report it, as soon as possible. A fee will be charged to replace a lost/stolen permit. To learn more about lost/stolen parking permits, please visit our [parking web page](#).

- If a lost or stolen permit is found in use, a citation will be issued for Misuse of Parking Services (Ch. 18.08(8)).
- If more than one type of UW-Platteville parking permit is displayed, a citation will be issued for Misuse of Parking Services (Ch.18.08(8)).

Forgotten Permits

Persons who have a University Parking Permit, but do not have it when they park in a permit restricted area, will be required to purchase the appropriate DAILY Permit. See the appropriate section for purchase information.

- Faculty/Staff may purchase a One-Day Commuter/Visitor permit [online](#) or daily staff at our office
- Commuter students may purchase a One-Day Commuter/Visitor permit [online](#) or at our office
- Residence Hall students may purchase a One-Day Residence Hall permit [online](#) or at our office.

Parking Lot Designations

Faculty/Staff Parking Lots- Faculty/Staff permits are required Monday-Friday, 8AM-4PM all year. There is no parking in these lots between 2am-6am, this is enforced all year. Both of these are enforced all year long, including breaks. Persons with a Faculty/Staff cycle permit may also park in designated cycle stalls in these lots.

- Faculty/Staff lots: 1, 2, 3, 3A, 4, 5, 6, 8, 10, 11, 12, 13, 14, 23, 26, 30.
- Select stalls of Lot 32- These are enforced 24 hours, year round.
- [Campus Parking Map](#)

Commuter Parking Lots- PERMIT ENFORCEMENT BEGINS THE 1ST DAY OF THE ACADEMIC SESSION.

Commuter parking permits are required Monday thru Friday, 8AM-4PM, during the academic year. There is no parking in Commuter lots between 2am-6am. The 2am-6am restriction is enforced all year long, including breaks. Persons with a Commuter cycle permit may also park in designated cycle stalls in these lots.

- Commuter lots: 1, 3A, 4, 6, 9,10, 26, 30
- [Campus Parking Map](#)

Residence Hall Parking Lots- PERMIT ENFORCEMENT BEGINS THE 1ST DAY OF THE ACADEMIC SESSION.

Residence Hall parking permits are required for residence hall parking lots at 6pm on Sunday through noon on Friday, during the academic year. They are also required to park on University Plaza, College Drive, and Greenwood Avenue, between 2am-6am. Persons with a Residence Hall cycle permit may also park in designated cycle stalls in these lots.

- Res Hall lots: 7, 7A, 16, 17, 18, 19, 20, 21, 22, 24, 28, 32-(except for stalls marked as STAFF parking.)
- [Campus Parking Map](#)

Remote Parking Lots- PERMIT ENFORCEMENT BEGINS THE 1ST DAY OF THE ACADEMIC SESSION. Remote parking permits are required from 6pm on Sunday through noon on Friday.

- The Designated Remote Lot is Lot 31 in Memorial Park.
- Valid Remote Permits may also park on University Plaza, College Drive, and Greenwood Ave anytime, except between the hours of 2am-6am.
- Remote permits ARE NOT valid in the designated RECREATIONAL stalls, at the Southeast corner of the lot.
- There is no overnight parking in the RECREATIONAL stalls.
- [Campus Parking Map](#)

Circle Dr. - Parking on Circle Drive requires a University parking permit between 8am-4pm. There is no parking allowed on Circle Drive between 2am-6am. This includes metered stalls.

Parking Meters

UW-Platteville has installed several parking meters throughout campus to provide temporary parking to the campus community.

- Metered stalls are enforced Monday-Friday, 8am-4pm
- Anyone may use a metered stall in a staff or commuter lot; however the meter must be paid.
- There is no parking in any metered stall between 2am-6am.
- Maximum time limit on meters is 4 hours.
- UW-Platteville Parking permits are **NOT** valid at meters.
- In the event that a meter is malfunctioning, it is the driver's responsibility to notify University Police of the issue prior to parking the vehicle or the driver must find another working parking meter.

Handicap Parking

A valid handicap designator; state issued handicap license plate, state issued hang tag handicap permit, or a UW-Platteville temporary handicap permit, must be displayed to park in designated stalls. **A valid UW-Platteville permit must also be displayed.**

- Vehicles displaying valid handicap designator AND valid University permit may park in any legal, non-reserved parking stall, if no designated stall is available.
- Vehicles displaying a valid handicap designator AND valid University permit may park in a designated handicap stall between 2am-6am.
- UW-Platteville 10-day temporary handicap permits are only valid in UW-Platteville parking lots.
- Failure to display a valid handicap designator AND valid University permit while parked in a designated stall will result in a citation.
- Vehicles displaying a valid handicap designator, are exempt from paying parking meters.

Long Term Parking

No one may leave a vehicle in a university lot for an extended period of time without prior approval by the University Police Department. This includes, but is not limited to, field trips, holidays and breaks.

Academic Break Parking

Students going home or traveling for semester break or spring break and leaving their cars on campus are to park in University Residence Hall Parking Lot 16.

Abandoned Vehicles

Any vehicle left unattended for 20 days or more will be considered abandoned. The vehicle may be cited, towed, stored at owner's expense or salvaged if unclaimed.

Special Event Parking

Throughout the year the University will host a variety of special events that require parking lots to be reserved. Parking lots affected by a special event request will be barricaded and may or may not have a parking attendant monitoring the parking lot. Moving barricades and/or parking in one of these reserved parking lots will result in a citation and may result in the vehicle being towed at the owners expense. To assist the campus community identify reserved parking lots, the University Police created a public calendar of Parking Lot Closures. That calendar can be found here: [Closed Parking Lot Calendar](#).

For more information on Special Event Parking requests, please reference the University Special Event Parking Policy found here: https://www.uwplatt.edu/files/police/special_event_parking.pdf

Parking Regulations

General

The UW-Platteville Police Department derives its authority to enforce parking regulations from Wisconsin Statute UWS 18.05.

- Parking in University lots and on College Drive, Greenwood Avenue, and University Plaza requires an appropriate UW-Platteville permit.
- Vehicles must be parked in a marked stall and within stall markings. Failure to park within the stall markings may result in a parking citation and/or the vehicle may be towed.
- Parking on grass, lawns, or any other area not specifically paved or surfaced for parking use is prohibited at all times. (A sign is not required to enforce this statute.)
- Parking is prohibited within:
 - o 15 feet of a crosswalk
 - o 10 feet of a fire hydrant
 - o 4 feet of a driveway
- No vehicle shall obstruct access to university buildings, ramps, travel ways, disabled parking spaces, or pedestrian walkways. Vehicles are restricted from blocking exits or preventing emergency egress from the building, or interfering with other essential building services.
- Parking is prohibited near residence hall entrances at ALL times.
- Parking is restricted in loading zones, walks, and on sections of roads, streets and related areas designated by yellow curb markings, diagonal pavement stripes, signs and/or both.
- No motor vehicles (other than emergency and service vehicles) shall be operated on university lawns, yards, fields, courts, walks, malls, plazas, patios, areas designated as bikeways or walk zones, and areas posted "service vehicles only", without authorization.
- No person shall stop or leave a vehicle, whether attended or unattended, temporarily or otherwise, in any of the following:
 - o Within an intersection;
 - o in a crosswalk;
 - o on a sidewalk;
 - o upon any portion of a roadway where stopping or standing is prohibited by an official sign;
 - o a designated handicap parking stall, unless the disabled person is actually using the vehicle and the appropriate permit or license plate is displayed;
 - o any posted reserved parking stall;
 - o any designated fire lane, including building egresses
 - Fire Lane Parking Exemption:
Under an agreement with the Platteville Fire Department, parking is allowed for **15 MINUTES OR LESS** around the designated FIRE LANE by Southwest Hall and Bridgeway Commons, at the following times:
 - Between 8am-5pm FALL SEMESTER MOVE-IN WEEKEND
 - Between 8am-5pm FRIDAY BEFORE COMMENCEMENT THROUGH FRIDAY OF FINAL EXAMS WEEK
 - **Vehicles must be on the paved portion of the Fire Lane and have hazard lights on**
 - **PARKING ON OR ADJACENT TO THE FIRE LANE IS PROHIBITED AT ALL OTHER TIMES.**

Loading/Unloading

The University Police Department will allow the following exemptions for the purpose of actively loading or unloading a vehicle:

- o Vehicles may park near authorized Academic buildings with **prior approval from University Police** for the purpose of loading/unloading. Vehicles may not block exits or prevent emergency egress from the building, or interfere with other essential building services. For a list of acceptable routes and building entrances please [click here](#). The vehicle hazard lights must be on during this time.
- o **MAXIMUM ALLOWED TIME IS 5 MINUTES.**

- Vehicles may park in loading zones and on sections of roads, streets and related areas designated by yellow curb markings (excluding FIRE LANES), diagonal pavement stripes, signs and/or both, for the purpose of loading/unloading.
 - The vehicle must have hazard lights on.
 - **MAXIMUM ALLOWED TIME IS 5 MINUTES.**
- Persons needing to load/unload at Southwest Hall or Bridgeway Commons, at any other time than those listed, must park in another location. Suggested alternate areas are:
 - in metered stalls of Lot 27- **Parking Meters** regulations apply
 - in the yellow zone of Lot 27 (NE of SW Hall)- **Loading/ Unloading** regulations apply
 - in the yellow zone east of the Fire Lane (east of the first Fire Lane sign), near the East entrance to Bridgeway Commons- **Loading/ Unloading** regulations apply
 - in Lot 30- **Commuter or Faculty/Staff** permit regulations apply
 - See “Fire Lane Exemption” for loading and unloading during move in/move out week

Motorcycles, Moped, Motorized Scooter, & Bicycle Regulations

Motorcycles

- Motorcycle stalls in the University lots are reserved stalls and are required to have a current UW-Platteville cycle parking permit for the appropriate lot.
- Staff cycle permits are valid only in cycle stalls within staff lots.
- Commuter cycle permits are valid only in cycle stalls within commuter lots.
- Residence Hall cycle permits are valid only in cycle stalls within Residence Hall lots or cycle stalls around Circle Drive.
- Motorcycles, with a current UW-Platteville permit may park on College Drive, University Plaza, or Greenwood Avenue.
- Motorcycles, with current UW-Platteville RESIDENCE HALL permit may park on the street between 2am-6am.
- Cycles may only park in marked MOPED/CYCLE stalls, and may not park elsewhere in the parking lots.
- These stalls are enforced all year long.

Mopeds

- A moped or motorbike is a type I motorcycle with an engine that is 50cc or less.
- Mopeds are motor vehicles and are restricted from driving on sidewalks/malls. In addition, they are required to be properly registered.
- Mopeds parking on campus are required to display a current UW-Platteville cycle parking permit, for the appropriate lot.
- Staff cycle permits are valid only in cycle stalls within staff lots.
- Commuter cycle permits are valid only in cycle stalls within commuter lots.
- Residence Hall cycle permits are valid only in cycle stalls within Residence Hall lots or cycle stalls around Circle Drive
- Mopeds are required to park in designated parking areas, and are not allowed to park on sidewalks or next to buildings.
- Mopeds, with a current UW-Platteville permit, may park on the street.
- Mopeds, with current UW-Platteville RESIDENCE HALL permit may park on the street between 2am-6am.
- Mopeds may only park in marked MOPED/CYCLE stalls, and may not park elsewhere in the parking lots.
- These stalls are enforced all year long.

Motorized/Electric Scooters

- A motorized scooter is a vehicle that is designed to be stood or sat on by the operator. It has two small wheels, an upright t-shaped handlebar, and is powered by a small motor. These vehicles are considered to be “motor” vehicles in the State of Wisconsin. However, they cannot be legally operated on public roads.
- Unlicensed riders can be ticketed for operating without a license, or other applicable motor vehicle laws.

Pocket Motorcycles/Pocket Motorized Bicycles

- Pocket motorcycles/motorized bicycles cannot be registered in the State of Wisconsin therefore they cannot be operated on university property, including sidewalks and parking lots. Since they are motor vehicles, operators are required to have a valid driver's license **and** motorcycle endorsement if operated in areas allowed by law.

Bicycles

- Bicycles may be operated on both roadways and sidewalks.
- Riders must obey all traffic laws, when operated on the roadway.
- Riders must yield right of way to pedestrians, when riding on sidewalks.
- Bicycles may be parked near building entrances and on sidewalks, provided they do not obstruct access to university buildings, ramps, travel ways, disabled parking spaces, or pedestrian walkways
- Bicycles may only be secured to a bicycle rack or in a University bicycle locker. Bicycles secured to any other object, including trees, light posts, or fence railings, may have the lock cut off and the bicycle removed, at the owner's expense.
- **Abandoned Bicycles**
 - Any bicycle left unattended for 20 days or more will be considered abandoned. The bicycle may be stored at owner's expense or disposed of, if unclaimed.
- **Bicycle License**
 - Students, faculty, and staff can request a free bicycle license from the University Police Department by submitting an online application form found here: <https://www.uwplatt.edu/imagenow/bicycle-license> (Serial Number is required)
 - Licenses will usually be processed within two to four days and can be obtained by:
 - Resident Hall Students
 - Delivered to his/her Residence Hall mailbox
 - Commuter/Faculty/Staff
 - University Police will notify when ready for pickup at the Police Department

Parking Citations

Liability/Authority/Jurisdiction

- The University reserves the right to close roads, walks, drives or parking facilities, to modify designations and/or regulations affecting these facilities, to open such facilities to general use on special occasions, and to issue special regulations to aid in crowd control and snow removal operations.
- The University assumes no responsibility or liability for loss from theft, or damage to vehicles operated or parked on campus.
- Citations for violations may be issued by the University Police or the Platteville Police.
- Failure to pay past due fines of \$300 or more may result in towing of a vehicle. Responsibility for towing costs and the unpaid fine rest with the vehicle owner. [See Vehicle Towing.](#)
- Students with unpaid fines lose university class registration ability, lose textbook rental ability, and have transcripts held. They may also be referred to small claims court or a collection agency. Employees and visitors may be referred to small claims court or a collection agency. An additional fee is levied for court and/or administrative costs plus unpaid violations. University Police reserves the right to revoke the parking rights of habitual violators.
- The State Department of Transportation is notified of any delinquent fines or forfeitures for parking violations. The Department of Transportation is authorized to suspend the registration of any vehicle owned operated by the violator, and to impose a fee for each unpaid parking citation. The University Police will suspend motor vehicle registration for parking citations that are not paid after the second notification of an unpaid citation.

Violation Fee Schedule

The University of Wisconsin-Platteville has defined the following parking violations and fine schedule.

\$295	Possession of a stolen parking permit
	Misuse of Parking Services
\$200.50	Motor vehicle repair/servicing on university lands
\$100 to \$200 (the vehicle may also be towed)	Parking in an area reserved for handicapped
	Fire hydrants
	Fire Lane
\$50 to \$100 (the vehicle may also be towed)	Snow Emergency Violation
	Failure to clear lots posted for snow removal or maintenance
\$25 to \$100 (the vehicle may also be towed)	Parking on lawns or other non-designated parking areas
	Any violation which requires the vehicle to be towed
	Use of more than one parking stall
	Improper permit type for lot
	Crosswalk violation
	Abandoned vehicles
	Parked on the sidewalk
	Yellow or no park area
	Improper display or non-display of parking permits
	Violation of posted/restricted hours
	15-minute zone
	Parking in a loading zone
\$15 to \$100	Expired parking meter

Paying a UW-Platteville Police Department Parking Citation

- To pay a UW-Platteville Parking Citation online please visit our payment webpage found here:
 - <https://www.permitsales.net/uwplatt/violations#Payment>
 - You will need your Citation # and License Plate Number to enter the payment system.
- To pay a UW-Platteville Parking Citation in person or by mail:
- Payment can be cash, check or money order and made payable to *University Police*.
 - A payment drop box for University parking citations is located in the foyer of Brigham Hall.
 - Stop at the University Police Department in Brigham Hall
 - You may mail the citation (we ask that you do not send cash through the mail).

University Police Department
134 Brigham Hall
1 University Plaza Platteville, WI 53818-3099
608-342-1584 (24 hours)
Office Hours: Monday thru Friday, 7:30AM-11:00AM & NOON-4:00PM

Paying a City of Platteville Police Department Parking Citation

If you have received a city of Platteville Parking Citation, those can be paid at:

Platteville Police Department
165 N. Fourth Street
Platteville, WI 53818
608-348-2313 (24 hours)
Office Hours: Monday thru Friday, 8:00AM-5:00PM

Unpaid Parking Citation Fee Schedule

Failure to pay the parking fine will follow the late fee schedule below:

- **Due Date** = 10 days from the date of citation issuance (unless citation is in the appeal process)
- **1st Notice (on 10th day)** = A letter will be sent to the registered vehicle owner's address informing him/her of a **\$5.00 late fee assessment** and warning that if payment is not received in the next ten days the following will be assessed, **another \$5.00 late fee, a student record hold, a suspension of vehicle registration**, and a **\$10 administrative suspension filing fee**.
- **2nd Notice (on 20th day)** = This is the second and final letter indicating that all the above penalties mentioned, will be assessed in seven days from the date of this letter.
 - ✓ *Note: Students with unpaid fines lose university class registration ability, lose textbook rental ability, and have transcripts held. They may also be referred to small claims court or a collection agency. Employees and visitors may be referred to small claims court or a collection agency. An additional fee is levied for court and/or administrative costs plus unpaid violations. University Police reserves the right to revoke the parking rights of habitual violators.*

Parking Citation Appeals

Parking Citation Appeals

The University of Wisconsin-Platteville Police Department allows driver's the opportunity to appeal a parking citation to the University Parking Appeals Committee via email, provided they submit the appeal in the appropriate time and manner described below. The following are circumstances which are **NOT** considered a valid reason for an appeal and will immediately be rejected by our automated process:

- Lack of a parking space
- Lack of a convenient parking space
- Only there for a short time
- Time constraints – being late
- Violations of handicap parking restrictions
- Failure to display the appropriate parking permit (“It fell off my mirror” or “I forgot it in my other car”)
- Lack of funds
- Not seeing or reading posted lot signs
- Did it before and never got a ticket

Parking Appeals Committee

The University of Wisconsin-Platteville created a Parking Appeals Committee in 2010 to assist the Police Department in responding to parking citation appeals. This committee is made up of students, faculty, and staff members of the campus community. The University Police Department Chairs this committee, but is not a voting member in the decision on the appeal. The Parking Appeals Committee meets once a week when classes are in session. During breaks, the committee will meet when the need arises to discuss open appeals. The committee deliberations and meetings are considered "closed meetings" per Wisconsin statute 18.85(1)(a). This statute provides exemptions to the open meetings laws of Wisconsin.

Parking Citation Appeal Process:

- On the bottom of the citation is a web address that will take you here: <https://www.uwplatt.edu/police/citation-appeals>
- Please make sure your appeal reason is not one of the ones listed above, as you will automatically be rejected based on your response
- You have **7** days from when the citation was issued to complete the appeal process. After **7** days the window to appeal will close and you will lose your chance to appeal your citation.
- If you have chosen a valid reason to appeal, you will be advanced to another screen where you will enter your citation number and license plate. From there you will have a chance to describe your reason for appeal.
- Since the Parking Appeals Committee usually meets once a week, you can expect to hear a response from the committee within 7 to 14 days.

Findings:

The University Parking Appeals Committee will provide an email to the appellant stating the final decision of the committee. There are three outcomes for an appeal:

1. **Waived**- This means that the citation has been waived and the ticket has been voided from the system.
2. **Reduced**- This means that the citation was reduced from its original amount to a smaller dollar amount. (Please note that failure to pay the reduced fine by the due date may result in late fines that will not be removed from the citation.)
3. **Rejected**- This means that the citation will need to be paid in full. If you want to appeal this further, you may do so, by requesting a court Date in the Grant County Circuit Court. Please see below for the fine adjustment to incur court fees:

\$15 Fine + Court Costs = \$150.10

\$25 Fine + Court Costs = \$169.00

\$60 Fine + Court Costs = \$213.10

\$100 Fine + Court Costs = \$263.50

University Snow Emergency for Parking Lots & Streets

In an effort to keep University parking lots and streets safe for drivers and pedestrians during the winter months, specifically November 15th through April 1st, UW-Platteville has adopted the following policy to handle snow removal. Residence Life, Facilities, and University Police collaboratively make the decision to issue a "Snow Emergency" depending on snowfall accumulations and future predicted weather trends. Snow Emergency Regulations are strictly enforced with increased fines and vehicles WILL be towed at the owner's expense. Snow Emergencies notifications may be disseminated through flyers, emails, social media, and postings. The decision to issue a Snow Emergency will be made no later than 3:00PM, to be in effect at 2:00AM on the following date.

Snow Emergency Procedures for On-Street Parking (2 Day Duration)

- Streets affected by Snow Emergency
 - University Plaza
 - Greenwood Avenue between Longhorn Drive and the Physical Plant
 - College Drive from Greenwood Avenue to Sunset Drive
- When a Snow Emergency for Parking is called, students must park their cars as follows:
 - **A DAYS** = Park on the "A" side of the street (South/East). Look for the signs posted "A" and park on that side of the street.
 - Cemetery side of Greenwood, Wilgus side of College, Royce side of University Plaza
 - **B DAYS** = Park on the "B" side of the street (North/West) Look for the signs posted "B" and park on that side of the street.
 - Res. Hall side of Greenwood, Melcher side of College, Apartment side of University Plaza

Snow Emergency Procedures for Resident Hall Parking Lots (3 Day Duration)

- In the event that the University needs to clear the Resident Hall Parking Lots, Residents will be notified of such by email, postings, fliers, and social media. Please refer to the Residence Life webpage found here for more detailed information: <https://www.uwplatt.edu/residence-life/snow-emergency-parking>

Towing

University police officers are authorized to have a vehicle towed away if it is found to be in violation of any parking regulation.

- Examples of violations that may result in towing include, but are not limited to:
 - Vehicle is parked in an area that would obstruct emergency vehicle access to university buildings and grounds (e.g. blocking fire lane).
 - Blocking vehicle or pedestrian traffic ways.
 - Parking in no parking zones where hazards exist.
 - Unauthorized vehicles in a permit area.
 - Parking in a reserved stall or disabled stall/access aisle.
 - Parking that impedes progress of necessary maintenance or service projects (snow removal, paving, trash pick-up, etc.)
 - Parking illegally in a designated tow-zone (all of campus is tow zone).
 - The vehicle's driver has unpaid parking citations.
 - Total unpaid University parking citation amounts greater than \$300 or vehicles with suspended registration due to unpaid parking citations issued by UW-Platteville.
 - Vehicles towed due to unpaid parking citations will not be released until ALL outstanding University citations are paid.
 - Parking illegally with license or vehicle identification number covered, unreadable, or missing.
 - Tows may be performed on vehicles leaking gas, oil, antifreeze, etc., or vehicles is in the way of unforeseen danger, i.e., flooding.
 - The vehicle displays a permit that has been reported stolen.
 - The vehicle displays an altered/forged/counterfeit permit.
 - When a vehicle is parked on university grounds/sidewalks.
 - When a vehicle parks, or remains parked in a closed parking lot.
 - A vehicle with a license plate that does not match the vehicle registration (stolen or illegally transferred plates).
 - Repeat violations and/or nonpayment of parking tickets may also result in impounding the vehicle involved or removing it from University owned or operated property at owner's expense.
 - During a snow emergency, vehicles parked in any staff or commuter lot between 2am-6am, will be ticketed and towed to allow snow removal.

- If impounded, vehicles will be released when all outstanding tickets, towing charges and fees have been paid.
- The University is not responsible for any damage incurred due to towing.
- Unclaimed vehicles may be disposed of by the police department after 15 days in accordance with applicable administrative codes and state statutes, unless the owner contacts the University Police Department and makes provisions to release the vehicle and pay all outstanding fines and expenses.

City of Platteville Parking Information

The City of Platteville requires parking permits to park on some city streets. There are also restrictions on overnight parking. Please click the following link to learn more.

- [City of Platteville Street parking rules, regulations, and maps:](#)