

Regulations

1. The registered holder of a parking permit, regardless of who drives or parks the vehicle, is responsible for that motor vehicle.
2. Permits issued at any of the DMACC campuses are valid on all other campuses.
3. Ankeny, Boone, Carroll, Newton & West Campuses: Parking permits are required for all vehicles driven by daytime students. Stickers will be provided by the Security Office in Building 12 and the Business Office in Building 1 on the Ankeny Campus and Carroll Campus and the Registration Office on the Boone Campus. Evening and Saturday students are not required to register their vehicles unless parked on campus during daytime hours, Monday through Friday.

Urban Campus: Parking permits are required for all vehicles driven on the Urban Campus by students and staff, including evening and Saturday students and staff. Stickers will be provided by the Business Office.
4. New registration permits will be issued for a newly acquired vehicle which replaces currently registered vehicle. Additional vehicle permits and/or replacement permits may be obtained from the appropriate offices stated above. For unregistered vehicles, **TEMPORARY PARKING PERMITS** must be obtained when or before they are first driven on campus.
5. Motorcycles, motor scooters, or motorbikes are encouraged to park more than one to a parking space.
6. Parking permits are non expiring. It is not necessary to get a new permit each year.
7. Vehicles illegally parked in any designated fire lane, Handicapped Parking stall, or reserved area are subject to immediate tow, **WITHOUT NOTICE, AT OWNER'S EXPENSE.**
8. Appeals: All Campuses - Upon receipt of a ticket for parking or traffic violation, the violator must either:

- a. **Pay** the designated assessment at Business Office on all campuses.
 - b. Drop assessment payment in the courtesy box outside Building 12 on the Ankeny Campus.
 - c. Submit a written appeal on proper form provided by the Security Office, Building 12, on the Ankeny Campus or the Business Offices at the satellite campuses. Appeals must be filed prior to the date stated on the ticket. Submit the written appeal at the campus where ticket was issued.
9. Only one permit is allowed per vehicle. Please remove all expired permits.

Parking and Traffic Violations

1. Charge: Parking in Handicapped Stall**Fine:** \$100.00
or as required by state law. Only vehicles with properly displayed handicapped identification may park in designated handicapped stalls.
2. Charge: Illegal Parking**Fine:** \$10.00
All vehicles shall be parked between yellow lines and in appropriate lots designated by the permit.
3. Charge: Improper or No Permit Displayed**Fine:** \$10.00
All vehicles are to **display** the parking permit, **which is to be fully attached by its own adhesive backing to the window glass** according to the following directions:
 - a. Affix the permit on lower lefthand corner of driver's side front windshield .
 - b. On two-wheeled or three-wheeled vehicles affix to the right handlebar or some other location so permit would be readily visible from the rear.
 - c. New permits for vehicles must be affixed within five school days after the start of each semester.

- d. Permits must be displayed so that they are readable from the outside of the vehicle.
 - e. All vehicles operated and/or parked by faculty, staff and students on campus must be registered and display a valid parking permit.
4. **Charge:** Parking in Unauthorized Area**Fine:** \$25.00
All vehicles must park in authorized parking stalls
 5. **Charge:** Moving Violation**Fine:** \$50.00
 - a. Vehicles must come to a complete stop at all stop signs on campus.
 - b. Drivers of all vehicles must obey traffic directing personnel.
 - c. Speeding - Maximum speed limit on all campus drives and roads is 25 mph unless otherwise posted. The maximum speed limit in all parking areas is 10 mph. Violations written are at the discretion of the Security Officer.
 - d. Reckless driving - No person shall drive a vehicle at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards that exist. Any person who drives a vehicle without due caution and circumspection either at a high speed or in a manner as to endanger the safety or property of persons (including the driver or passengers) is guilty of reckless driving.
 6. **Charge:** Littering, Reckless Driving, Driving in Unauthorized Area**Fine:** \$50.00
Littering on campus is not permitted. All Vehicles must remain on the traveled roadway.

General Information

Des Moines Area Community College shall have no responsibility for loss or damage to any vehicle or its contents operated or parked on the campuses.

On special occasions, for example: athletic events, concerts, etc., and in emergencies parking and traffic limitation may be imposed by the conditions which prevail.

Parking permits can be easily **Removed** by the following methods:

1. Heat - by direct sunlight (for a few hours) or use a hair dryer.
2. Gently peel from window.
3. Use a small amount of lighter fluid or fingernail polish remover on a cloth to remove any excess residue or adhesive.

For permits and information contact:

ANKENY CAMPUS
Security Office
Building 12
Phone 964-6259 or
Information Desk
Building 1

BOONE CAMPUS
Registration Office
Phone 432-7203

CARROLL CAMPUS
Business Office
Phone 792-1755

NEWTON CAMPUS
Business Office
Phone 791-3622

URBAN CAMPUS
Business Office
Phone 244-4226
Or Ext. 7202

WEST CAMPUS
Business Office
Phone 225-2575

Parking and Traffic Regulations

CONDENSED FORM
BOONE CAMPUS

DMACC
DES MOINES AREA
COMMUNITY COLLEGE
BOONE CAMPUS

Parking Lot Designations

A complete set of rules and regulations for staff and students is available at the Ankeny Campus in the Physical Plant Office and at the Boone Campus Business Office.

