



# University of Connecticut Health Center

**POLICY NUMBER 2002-49**

**September 29, 2008**

## **POLICY: CONVENIENCE PARKING POLICY**

### **POLICY STATEMENT:**

Convenience parking includes those spaces, which are relatively close to various buildings on the Health Center campus. The fee for convenience parking is reviewed annually, collected in six-month increments or through bi-weekly payroll deduction.

### **ELIGIBLE GROUPS:**

The following individuals are eligible for convenience parking in the following order:

- Faculty; Assistant Professor or above;
- Administrators who are University Directors or above;
- UHPC 4, the equivalent or higher;
- Individuals (“movers”) who have a business need to leave campus or move about the campus five or more times a week on Health Center business, on the annual recommendation of their department head;
- Seniority of 20 years or more, when available.

### **WAIVER OF FEES:**

The following individuals are entitled to convenience parking with a waiver of the fee:

- Faculty Emeriti;
- Temporary medical disability (up to sixty days with a physician’s note);
- Individuals who possess a DMV handicapped parking permit;
- Pregnancy in the third trimester, or with a physicians’ note;
- Re-employed retirees who participated in the parking program before retirement;

### **PAID PERMIT PARKING AREAS:**

- Lots A, B, C and most of Lot D, near the Academic entrance (gated lots)
- Administrative Services Building (where posted)
- Lower Complex (where posted)
- Dowling North (where posted)
- Dowling South (where posted)
- Munson Road (where posted)

### **NON-PAY RESERVED PARKING:**

- The clinic lots, FGH and I, reserved for patients, visitors and visiting physicians. Specially marked spaces for oncology patients (silver permit parking).
- Upper half of L lot, below the hospital lots.
- East and West Docks, note time limits and other marked restrictions.
- Lower Complex, Dowling North and South patient parking as posted.
- Administrative Services Building, visitor spaces as posted.
- Surgicenter; reserved for community physicians with special permits, patients of the Surgicenter as posted on level 3 and level 4.
- MARB, patient and paid permit parking as posted.

### **PARKING FEES:**

- Payment by personal check, money order, cash or bi-weekly payroll deduction is acceptable.
- Neither payment for, nor reimbursement of, parking fees is permitted from any Health Center account.
- Fees for partial subscriptions are permitted when an eligible individual is on sabbatical, on sick leave in excess of two months or for persons enrolled in the middle of a semester.
- Individuals on medical leave, sabbatical or paternity/maternity leave for two months or more will be eligible for a refund of all full months.

### **SPECIAL CASE PARKING:**

The following individuals will be accommodated in the nearest available parking area, usually the upper portion of L lot:

- Invited guests and seminar speakers;
- Visiting clinicians and volunteer faculty and staff;
- Host department should notify Public Safety at [publicsafety@uchc.edu](mailto:publicsafety@uchc.edu) at least one week prior to the date so that occasional guests may be accommodated.

### **LARGE GROUPS:**

Patient and other reserved lots are unable to accommodate large groups of visitors. Groups of ten or more visitors to the main buildings should be directed to the shuttle parking lots.

Groups of five or more who are visiting the Dowlings or other Lower Campus areas should be directed to the shuttle lots as well.

Functions attracting 50 or more persons must provide directional signage to the shuttle lots and must consult with Public Safety at Ext. 2511 regarding the possibility of additional shuttle service at the expense of the host department.

### **RESTRICTIONS:**

- Convenience parking permits are for the exclusive use of the person to whom they are issued. They may not be loaned, given or sold to others.
- Only one hangtag and gate card will be issued to each subscriber.
- Misuse of parking permits or hangtags will lead to revocation of convenience parking privileges.

- The fee for a lost/damaged UCHC parking gate card key will be \$10.00
- The fee for a lost/damaged UCHC parking hang tag will be \$5.00
- The Vice President's Parking Advisory Committee may be asked to resolve any disputes over administration of this policy.

Peter Agnesi (signed)

October 2, 2008

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**Director, Public Safety**

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**Date**

Cato T. Laurencin, M.D. (signed)

October 5, 2008

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**Vice President for Health Affairs**

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**Date**

**Replaces:**      **Original date of issue: May 1, 1990**  
**Revised:**      **Aug. 9, 2002, September 29, 2008**