

RESIDENCE HALL PARKING POLICY EXCEPTION REQUEST FORM

HISTORY

As a result of continued growth in student enrollment at UC Davis, the campus administration found it was necessary to build additional residence halls to accommodate the increase in student residents. It was important to ensure these facilities were in close proximity to classrooms, support services, dining commons, etc. Land within the central campus was very limited, so it was determined that residence halls would be built on existing resident parking lots, and that the need for new residence halls superseded the need for residents to bring vehicles to campus. As a result, Student Housing established a parking policy that restricted campus residents from parking on campus. Realizing that some students may have a legitimate need to have a vehicle on campus, Student Housing established and managed their Parking Policy Review Process from 2002-2017, to evaluate requests for an exception. Cuarto, located north of Russell Blvd, was identified as the resident exception parking lot. During fiscal year 2017/2018, construction activity eliminated all remaining resident parking at Cuarto, and Transportation Services (TAPS) agreed to assume responsibility for the resident review process and to identify a remote campus parking location to accommodate these limited exceptions.

POLICY STATEMENT

Students living in the residence halls may not park their personal vehicles on campus and are not eligible to purchase or display longer-term campus parking permits. Residents are expected to walk, bike or utilize public transportation to get around, and those who require occasional campus parking may purchase a Visitor Permit or an [EasyPark personal meter](#). Disabled residents are exempt from this policy, providing they display their DMV issued disabled placard and a [campus DSA permit](#).

REQUESTS FOR EXCEPTION

The goal of the appeal process is to objectively evaluate student requests for exception, and grant or deny them as appropriate. Residents who feel they have extenuating circumstances that may warrant an exception to the Student Housing Parking Policy may submit a written request to TAPS. Reasons such as the distance one lives from home, inconvenient work/class obligations, vehicle ownership, social activities, etc. will not be considered. TAPS reserves the right to deny or authorize requests based on parking availability, and exceptions will be granted only if there is a legitimate, documented need that public transportation or alternative options cannot accommodate. *Students who are granted an exception to purchase a permit shall be required to park in a specific, remote parking area (Garrod Drive West or Hopkins District) and will not have full campus parking privileges.* Any relevant change to the documented circumstances must be submitted to TAPS for reevaluation to determine if the parking exception will continue. Permits are assigned to one person/vehicle and may not be shared with anyone else.

To submit a request for a parking permit exception:

1. Print out both pages of this form and read all information provided therein
2. Accurately and legibly complete, sign and date the Parking Policy Exception Request form (page 2)
3. Complete a separate written statement, detailing your specific need to have a vehicle on campus and why other transportation options are not feasible (View options: <http://housing.ucdavis.edu/resources/travel.asp>)
4. Compile copies of all supporting documentation, and a copy of the vehicle registration
5. Hand deliver or mail items 2-4 above (request for exception form, written statement, supporting documentation, and proof of vehicle registration) to the TAPS office

TAPS will review and provide a written response to requests within 2 weeks. Students granted an exception may visit the TAPS office with their approval letter, vehicle registration, ID, and appropriate payment method to purchase a RES permit. Residents are required to notify TAPS if their circumstances and/or submitted information changes for reevaluation.

VERIFICATION OR FALSIFICATION OF INFORMATION

All statements and documentation submitted to UC Davis TAPS for consideration are subject to verification/audit. Requests may be denied if submitted documents are not completed and/or included. Students who misuse permits or falsify information may have current/future permit privileges revoked, waive any right to a refund, and/or be subject to other sanctions including referral to Student Judicial Affairs (Standards of Conduct policy 102.02).

UC Davis Transportation Services (TAPS)
PARKING POLICY EXCEPTION REQUEST

Please read [page 1 of this form](#) before completing this request for an exception to the residence hall parking policy, which states that students living in the residence halls are not eligible to purchase campus parking permits. Residents who feel they have extenuating circumstances that may warrant an exception to the policy may complete and submit this form with appropriate supporting documentation. TAPS reserves the right to authorize or deny purchase of a restricted permit based on evaluation and substantiation of the statements and documentation submitted. **Parking Permits will be restricted to Garrod Drive West or the Hopkins District, as assigned by TAPS, and will not provide full campus parking privileges.**

PERSONAL INFORMATION (PLEASE WRITE LEGIBLY)

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Last Name

First Name

Student ID #

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Email

Phone #

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Campus Address

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Permanent Address (Street address, City, State, Zip, Country)

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Vehicle License Plate #

Make/Model

Registered Owner Name & Relationship to Applicant

What is your standing at UC Davis? [select one]

First year student

Transfer student

Sophomore

Graduate Student

How often will the vehicle need to be used? [select one]

Daily

1-3 times per week

1-3 times per month

Rarely

How do you want the decision response sent to you? [select one]

Email

U.S. Mail

SIGNATURE

Signature below certifies that you have read and understand all information provided on both pages (1-2) of this form. Your signature authorizes TAPS to verify and audit any and all documentation and statements submitted and asserts that all information is true and correct. You understand that permit misuse, failing to provide notice to TAPS if your circumstances change, or providing false information may result in revocation of current and/or future parking privileges, forfeiture of refund, and/or be subject to other sanctions including referral to Student Judicial Affairs (Standards of Conduct policy 102.02). **THIS FORM MUST BE SIGNED** or the request will be automatically denied.

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ATTACH YOUR TYPED LETTER OF EXPLANATION AND ALL SUPPORTING DOCUMENTATION TO THIS FORM

Deliver or mail this completed and signed form, a letter of explanation, supporting documentation, and proof of vehicle registration to: UC Davis Transportation Services, One Shields Avenue, Davis, CA 95616.