California Lutheran University
Thousand Oaks Campus

PARKING LOCATIONS:

- **Academic Core Restricted parking**: No "R" permits allowed during the hours of 7 AM to 7 PM, Monday through Friday.
- **General Public Parking**: Permits not required.
- **Parking for Residence Halls only**
- **Parking for Faculty and Staff only**

**CLU Parking Permit Types:**

- **C Commuters**: Permit is restricted to "G" lots and campus streets.
- **E Exempt**: Permit allows parking in all areas located on campus.
- **H CLU Residential Housing**: Permit is restricted to resident’s driveway or street in front of resident’s home.
- **R Residence Halls**: Permit is restricted to "R" and "G" lots and South Campus Drive during the hours of 7 AM to 7 PM, Monday through Friday. Street parking is not permitted on the Academic Core during these hours.
- **S Faculty and Staff**: Permit is restricted to "S" and "G" lots and campus streets.

**Parking**: Parking is never allowed in spaces marked "Reserved" or spaces designated for private homes which are clearly marked on the curb in front with "Homeowner Parking Only".

**Enforcement Procedures**

When a violation is reported or observed on campus property or restricted areas, a Campus Public Safety Officer will issue a warning or a citation.

When a warning is issued, a record is maintained for the remainder of the academic year. For most violations, a fee-based citation will be issued to the violator. Continued violations of the same type or multiple violations may result in loss of parking privileges on the Campus.

When a fee-based citation is issued there will be a pre-addressed envelope with the station which will allow the mailing of payment.

**Appeal of Citation**: If the violation wishes to contest the citation, a written appeal must be made to the Director of Campus Public Safety within 10 days of the date of issuance of the violation. NO APPEAL will be accepted after the 10 day period. The appeal must include the citation and payment. The Director of Campus Public Safety will review the appeal and a written reply and explanation will be returned to the violator by mail or email. If the appeal is accepted, the violation will be voided and the payment returned.

In the event the violator is visiting an on-campus office or organization, an authorized campus representative may sign the fee based citation form. This will assist the Director of Campus Public Safety in determining the fine disposition and whether or not the department of organization will be charged the cost of the citation.

Appeals for citations issued for parking or stopping in a handicapped designated space or parking in a fire lane or along a painted red curb are not subject to appeal.

Campus Public Safety cannot assist in the appeal of a parking citation issued by the City of Thousand Oaks Police Department.

**Schedule of Fines**: Campus Public Safety will provide a list of all fines upon request. Fines range from $25.00 for failure to display a parking permit, $50.00 for parking in the "Academic Core" during restricted hours, $75.00 for failure to obey orders of a Public Safety Officer or parking in a handicap space or red zone, to $100.00 for reckless driving. This does not include what the City of Thousand Oaks Police Department fine may be if they issue a citation.

**Failure to Pay a Fine**: Failure to pay a citation within 10 days may result in a hold placed on a student’s account or the matter referred to the Department Head if the violator is a faculty staff or administrative employee. Failure to pay may also result in campus parking privileges being suspended until payment of the fine and possible towing of the vehicle at owner’s expense.

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