

Name of Policy: Parking and Parking Fines
Source: Campus Security
Date Revised: July 2015, revised April 2017
Form to Complete: N/A

**Policy:**

Vehicles must be properly registered with the college and must have a valid and properly displayed parking sticker, without a sticker your vehicle may be subject to immediate towing and impoundment, at the owner's expense, by the KCMO Police Department and/or KCAI. Living Center students pay for a limited number of spaces on campus; other permits are available from the Security Department free of charge.

**LIVING CENTER PARKING PERMITS**

Parking permits for the Living Center parking lot are \$200 for the academic year (fall and spring semesters). Permits are sold to Living Center residents and will allow residents who purchase the permits to park in the Living Center parking lot and in no other spaces on campus. Living Center parking permits may only be reserved on a first come first serve basis and full payment is due to reserve a permit. Freshmen living in the Living Center who do not purchase one of the 57 Living Center reserved parking permits may own a car that they wish to bring to Kansas City. However, the college does not recommend this given that without a parking permit, the only option for parking is very limited street-parking.

**OTHER PARKING AREAS AND PERMITS**

Parking space is limited at KCAI and is on a first come/first serve basis unless otherwise reserved or designated on the campus and on the surrounding city streets. Visitor parking is reserved for visitors only. Faculty, staff and students are welcome to park in short-term spaces for the maximum limit indicated. No vehicles are authorized to park in the following: areas designated as fire lanes; where parking will obstruct the free-flow of traffic; along yellow curbs; blocking dumpsters; handicap spaces; reserved (marked) spaces and in areas not designated as parking areas.

From 5:00 PM through 7:30 AM on weekdays and on weekends and holidays (non-business hours and days), any vehicle may park in any parking space (except spaces reserved for the disabled and fire lanes) on a first come/first serve basis without being ticketed.

Parking spaces are available at All Souls Church located at 4501 Walnut Street. You must have a valid KCAI parking permit (grey or purple). KCAI parking is the center two rows marked with KCAI signs. Parking permitted Monday through Friday 8:00 AM to 5:00 PM.

KCAI from time to time may designate any area, reserved or unassigned, as restricted parking to accommodate special meetings or events. KCAI also reserves the right to take any action it deems appropriate at any time concerning parking violations on the campus. **VEHICLES NOT PARKED IN ACCORDANCE WITH THIS POLICY WILL BE SUBJECT TO TICKETING AND FINE BY KCAI AND/OR KCMO POLICE. REPEATED VIOLATIONS WILL BE SUBJECT TO FURTHER CORRECTIVE ACTION.**

#### FINES

KCAI tickets will carry a \$20.00 fine payable at the Business Office (Vanderslice Hall, 2nd Floor) within 10 business days of the ticket date. Kansas City Missouri Police Department fines are payable according to the ticket.

#### FINES NOT PAID

After 10 business days an administrative fee of an additional \$20.00 will be charged for a total due of \$50.00 on any one ticket. KCAI fines will be considered a financial obligation to the college.

#### MORE THAN THREE TICKETS

Further corrective action may be taken by KCAI and/or KCMO Police including but not limited to restriction from parking on campus, and towing and impoundment at the owner's expense. Appeals may be addressed to the Director of Security within 3 business days of the date of the ticket.

The Parking Lot parallel to the Living Center is dedicated for use by Living Center residents. Unless you reside in the Living Center and have purchased a Living Center parking permit, students may not park in this lot.