

Flex Parking Permit Policy

Definition & Purpose

Flex parking provides an incentive for UW faculty and staff to drive less and only pay when they occasionally need to drive to campus. Research indicates that people park less if they are paying only for what they use. All faculty, staff and students are required to pay for parking on campus.

Policy

- Flex assignments are available in the following lots: 6, 7, 16, 17, 29, 34, 36, 38, 39, 41, 46, 51, 59, 60, 62, 64, 75, 76, 82, 83, 91 and 95.
- Flex permit holders using a business alternate permit must display their Flex permit and pay for parking with their primary lot code.
- Flex permit holders displaying a temporary disabled Flex permit or a temporary daily permit (provided to permit holders who have forgotten their Flex hangtag) must pay for parking.
- Flex permit holders are required to display their Flex permit and pay for parking during the hours the lot they are parked in is controlled.
 - Daily and evening Flex rates apply based on the hours of lot enforcement; refer to current rate chart.
 - Refer to transportation.wisc.edu for locations where evening flex rates are applicable. Remember to report payment through the authorized payment vendor for your primary assigned lot, even if parking in a different controlled lot.
- Flex participants may park in any annual base lot permit stall in their assigned lot.
- Flex participants are responsible for all fees associated with their cell phone service or credit card provider.
- Flex participants may cancel their Flex parking assignment and apply for an annual base lot assignment. Permit exchange fee charged for annual base lot exchanges within the same parking year.
- The permit must be hung from the vehicle's rearview mirror or displayed in a plastic pouch on the inside lower left-hand corner of the windshield. Remove all items from the mirror or window that block view of the permit. The full permit must be visible when the vehicle is parked on campus.

Eligibility Criteria

- Flex participants must be committed to reducing the amount of single occupant vehicle trips to campus by using alternative modes of transportation, such as biking, walking, busing, carpooling, vanpooling, and telecommuting.
- Flex participants must apply online for an annual Flex parking assignment and go through the normal priority system.
- Flex participants can participate in a carpool with other eligible faculty and staff with a valid UW Wiscard/UW Health ID.

Restrictions

- Flex permit holders must pay for the correct license plate number and use the assigned lot location number during the hours a parking facility is controlled. Failure to pay for the correct license plate or location may result in a citation, impoundment and/or permit deactivation.

- Flex permits are not valid in restricted areas such as: fire lanes, timed parking stalls, reserved stalls, disabled stalls without a state DOT permit (allowed in assigned lot with permission), disabled stall access aisles, loading zones, construction areas, sidewalks, driveways and grass areas. Unless otherwise noted, those parking with permits in restricted areas may be subject to citation or tow at the owner's expense.
- Transportation Services has the right to reserve lots/ramps for event parking on campus. Parking may be sold in advance or at the lot entrance on a first come basis. Lots restricted for an event will be posted at the lot entrance and/or at transportation.wisc.edu.
- Transportation Services has the authority to close a lot for construction, maintenance or safety issues. Permit holders will be notified in advance of lot closures, whenever possible. Permit holders may be relocated at any time.
- If your assigned lot is full, park in a permit stall in the next closest non-gated lot. You must immediately report to UW Transportation Services which lot is full, your vehicle information and the reason for relocating. You must be in paid status with your assigned lot code.
- Vehicles may not be stored (parked without moving) for more than 72 hours without permission from Transportation Services. Stored vehicles are subject to citation or tow at the owner's expense.
- The permit holder is responsible for returning their permit, along with the cancellation form, to notify Transportation Services when employment is terminated and/or the annual parking assignment is no longer needed.
- Permit holders may only park one vehicle with a permit on campus at a time.
- You must pay all citations and other unpaid fees due to Transportation Services before applying for or accepting a permit assignment.
- Report lost/stolen permits or passes to Transportation Services immediately. Customers may be assessed a fee for replacing lost or stolen permits.
- Vehicles using altered or counterfeit permits are subject to ticket and tow.
- Failure to follow UW Transportation Services policies may result in revoked parking privileges.

Related References

- Alternative Transportation Options
- Annual Base Lot Permit Policy
- Carpool Permit Policy
- Payment/Refund/Cancellation Policy
- Permit rates available on Transportation Services website

Policy Information:

Policy Number	TS-42
Date Approved	4/2002

Revision Dates	<p>3/2003 – Expanded lot choices, added 100 participants</p> <p>3/2004 – Expanded lot choices, added 200 participants</p> <p>3/2005 – Clarify Flex Meter use with Temporary Permits</p> <p>3/2006 – Added lot 29 to lot choices, implemented minimum trip charge & daily maximum charge.</p> <p>3/2007 – Require payment of all fees & citations prior to applying for or accepting parking & return of all smart cards and flex meters.</p> <p>3/2008 – Business Alternate restriction removed from policy</p> <p>1/2009 – Implement Pay By Phone and eliminate flex meter.</p> <p>3/2010 – Permit exchange fee</p> <p>3/2012 – Evening charges for flex permit holders in lots enforced after 4:30 pm.</p> <p>12/2015 – Failure to pay for the correct license plate or location may result in citation, impoundment and/or permit deactivation</p> <p>3/2018 – Lots updated; updated restrictions</p>
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