

# UNIVERSITY PARK

# Campus Guide

## 2009-10

103	103 Building,The <b>inset</b>
300	300 Building,The <b>H3</b>
ACA	Academic Activities <b>G8</b>
ACP	Academic Projects <b>G8</b>
AAD	Agricultural Administration <b>E6</b>
ASL	Agricultural Analytical Services Lab <b>A8</b>
AGR	Agricultural Arena <b>C12</b>
AGE	Agricultural Engineering <b>E5</b>
ASI	Agricultural Science & Industries <b>E6</b>
ASM	All-Sports Museum <b>D10</b>
ARC	Almquist Research Center <b>B11</b>
ALT	Althouse Lab <b>F5</b>
ARL	Applied Research Lab (ARL) <b>H2</b>
ASB	Applied Science <b>G1</b>
ARM	Armsby <b>F5</b>
ART	Arts (Playhouse/Theatre) <b>E4</b>
ACG	Arts Cottage <b>F5</b>
BAG	Bag House <b>H3</b>
BCS	Bank of America Career Services <b>F7</b>
BEM	Beam <b>D4</b>
BVR	Beaver Stadium <b>D10</b>
BDK	Beecher-Dock House <b>H8</b>
BND	Benedict House <b>H8</b>
BFC	Bennett Family Center <b>G8</b>
BCR	Berkey Creamery <b>E6</b>
BTL	Biomechanics Teaching Lab <b>E3</b>
BLB	Blue Band <b>B8</b>
BKS	Bookstore <b>G5</b>
BRL	Borland <b>E5</b>
BKE	Boucke <b>F5</b>
BNR	Breazeale Nuclear Reactor <b>G9</b>
BJC	Bryce Jordan Center <b>E9</b>
BKH	Buckhout Lab <b>F5</b>
BJR	Burrowes <b>F4</b>
BST	Bus Station <b>G2</b>
BUS	Business <b>D6</b>
BUT	Butler (Ag Engineering) <b>B11</b>
BFM	Butler Farm <b>B7</b>
CSQ	Calder Square II <b>H4</b>
CRG	Carnegie <b>G4</b>
CRP	Carpenter <b>E3</b>
CDR	CEDAR <b>E4</b>
CFS	Center for Sustainability <b>F12</b>
CBL	Centralized Biological Lab <b>H11</b>
CMT	Central Milk Testing Lab <b>A12</b>
CPV	Centre County-Penn State Visitors Center <b>C12</b>
CHB	Chambers <b>E3</b>
CHN	Chandlee Lab <b>G4</b>
CEL	Chemical Ecology Lab <b>A12</b>
CHM	Chemistry <b>F5</b>
CUL	Coal Utilization Lab <b>G8</b>
CMP	Computer Building <b>E7</b>
CRN	Corn Breeding Lab <b>B11</b>
DCX	Dairy Complex <b>A9</b>
DVL	Davey Lab <b>F5</b>
DBG	Daybridge Child Development Center <b>inset</b>
DKE	Deike <b>G3</b>
EES	Earth-Engineering Sciences <b>G1</b>
ELR	East Area Locker Room <b>F8</b>
EHP	East Campus Heating Plant <b>G12</b>
EAP	East Parking Deck <b>E6</b>
EIS	Eisenhower Auditorium <b>F6</b>
ECH	Eisenhower Chapel <b>E4</b>
EPD	Eisenhower Parking Deck <b>F6</b>
EEE	Electrical Engineering East <b>G3</b>
EEW	Electrical Engineering West <b>G3</b>
ELT	Elliott <b>H3</b>
ENG	Engineering Services <b>G1</b>
EUN	Engineering Units (A-C) <b>H3</b>
EXE	Executive Education <b>E2</b>
FMD	Farms Department <b>B11</b>
FNK	Fenske Lab <b>F5</b>
FRG	Ferguson <b>E5</b>
FLT	Fleet Operations <b>B10</b>
FDS	Food Science <b>E7</b>
FRD	Ford <b>D3</b>
FRL	Forest Resource Lab <b>G9</b>
FRR	Forest Resources <b>D6</b>
FRM	Forum <b>E4</b>
FRH	Fraternity House <b>F3, G3</b>
FRN	Frear North <b>F5</b>
FRS	Frear South <b>F5</b>
GRD	Gardner House <b>H9</b>
GNS	General Stores <b>B10</b>
GLF	GLF Course (White) <b>E1</b>
GRN	Grange <b>G6</b>
GIP	Greenberg (Ice Pavillion) <b>F8</b>
GYP	Gypsy Moth Research Lab <b>A12</b>
HWL	Hallowell <b>G2</b>
HMD	Hammond <b>H3</b>
HZM	HazMat Building <b>A6</b>
HI	Headhouse I <b>E6</b>
HII	Headhouse II <b>E6</b>
HIII	Headhouse III <b>E6</b>
HHD	Health & Human Development <b>H5</b>
HND	Henderson <b>G5</b>
HNS	Henderson South <b>H5</b>
HNG	Henning <b>E6</b>
HUB	Hetzel Union Building (HUB) <b>G5</b>
HPC	High Pressure Combustion Laboratory <b>A7</b>
HNZ	Hintz Family Alumni Center <b>H3</b>
HLB	Holuba Hall <b>F9</b>
HRS	Horse Barn <b>A11</b>
HSL	Hosler <b>G3</b>
HBS	Hostetter (Business Services) <b>B7</b>
HFS	Housing & Food Services <b>B6</b>
HPD	HUB Parking Deck <b>G6</b>
IHL	Ihlseng <b>F3</b>
IST	Information Sciences & Technology <b>G2</b>
IM	Intramural <b>D9</b>
IMF	Intramural Fields <b>C8, D8, D9</b>
JMS	James <b>H3</b>
JFF	Jeffrey Field <b>C9</b>
KTZ	Katz <b>C7</b> (complete January '09)
KLR	Keller <b>E3</b>
KRN	Kern <b>E3</b>
LVR	Land & Water Research <b>G11</b>
LFB	Lasch Football Building <b>F9</b>
LDY	Laundry <b>B10</b>
LND	Leonhard <b>G1</b>
LFS	Life Sciences <b>F6</b>
LTL	Livestock Testing Lab <b>B12</b>
LBT	Lubert <b>inset</b>
MNT	Maintenance I (Pollock) <b>G8</b>
MTR	Mateer <b>E3</b>
MRI	Materials Research Institute <b>inset</b>
MRL	Materials Research Lab <b>G10</b>
MCL	McAllister <b>G5</b>
NAT	McCoy Natatorium <b>E7</b>
MTL	Meats Lab <b>D11</b>
MED	Medlar Field at Lubrano Park <b>E12</b>
MRK	Merkle <b>A12</b>
MOR	Moore <b>E3</b>
MLR	Mueller Lab <b>F5</b>
MIF	Multi-Sport Indoor Facility <b>F10</b>
MRC	Mushroom Research Center <b>A7</b>
MSC	Music <b>E4</b>
MII	Music II <b>E4</b>
NLI	Nittany Lion Inn <b>E2</b>
NLS	Nittany Lion Shrine <b>E3</b>
NPD	Nittany Parking Deck <b>E3</b>
NLL	Noll Lab <b>F2</b>
OBT	Old Botany <b>G4</b>
OMN	Old Main <b>G4</b>
OSM	Osmond Lab <b>F5</b>
OSW	Oswald Tower <b>F4</b>
OUT	Outreach Innovation <b>inset</b>
PMA	Palmer Museum of Art <b>E5</b>
PRK	Park Avenue <b>D4</b>
PSQ	Pasquerilla Spiritual Center <b>E4</b>
PRL	Pasture Research Lab <b>E6</b>
PNL	Paterno Library <b>F4</b>
PTL	Pattee Library <b>F4</b>
PTN	Patterson <b>E5</b>
PVN	Pavilion Theatre <b>E5</b>
PDT	Penn State Downtown Theatre Center <b>H4</b>
PSC	Penn Stater Conference Center Hotel <b>inset</b>
OPP	Physical Plant <b>C10</b>
PCG	Pine Cottage <b>F5</b>
PLK	Pollock <b>G7</b>
PND	Pond Lab <b>F4</b>
POS	Post Office <b>G5</b>
PVR	Power Plant <b>H3</b>
PRO	Procurement Services <b>B7</b>
RKL	Rackley <b>E3</b>
RBR	Reber <b>H3</b>
REC	Recreation (Rec Hall) <b>F2</b>
RSC	Research Center <b>G10</b>
RSE	Research East <b>G9</b>
RSW	Research West <b>G1</b>
RDH	Rider House <b>H3</b>
RDR	Rider <b>H4</b>
RTR	Ritenour <b>F6</b>
ROB	Robeson Cultural Center <b>G5</b>
SKT	Sackett <b>H4</b>
SVG	Salvage Warehouse <b>B7</b>
STF	Sarmi Tennis Facility <b>F7</b>
SCH	Schreyer House <b>B5</b>
SCB	Schwab Auditorium <b>G4</b>
SHD	Shields <b>E8</b>
SPK	Sparks <b>F4</b>
SCG	Spruce Cottage <b>F5</b>
SDL	Steidle <b>G3</b>
SFB	Stuckeman Family Building <b>E5</b>
SHC	Student Health Center <b>F7</b> (complete May '08)
SWM	Swimming Pool (outdoor) <b>F7</b>
SWI	Swine Research <b>G12</b>
TCH	Technology Center <b>inset</b>

TCM	Telecommunications <b>F5</b>
TNS	Tennis <b>F8</b>
TMS	Thomas <b>F6</b>
TFS	Track & Field Stadium <b>F11</b>
TRN	Transportation Research <b>G10</b>
TRF	Turfgrass Museum <b>A8</b>
TSN	Tyson <b>E6</b>
UC	University Club <b>H2</b>
USI	University Support I <b>A7</b>
USII	University Support II <b>A7</b>
VTC	Valentine Turfgrass Res. Cntr. <b>B8</b>
VIS	Visual Arts <b>E5</b>
WGR	Wagner <b>E8</b>
WKR	Walker <b>G2</b>
WTK	Wartik Lab <b>F5</b>
WTN	Water Tunnel (G.Thomas) <b>G2</b>
WVR	Weaver <b>F5</b>
WCR	West Campus Chiller <b>G1</b>
WHT	White <b>G6</b>
WML	Whitmore Lab <b>F5</b>
WLD	Willard <b>G3</b>

<b>East Residence Halls</b>	
E1	Bigler Hall <b>E7</b>
E2	Brumbaugh Hall <b>D7</b>
E3	Curtin Hall <b>E7</b>
E4	Findlay Commons <b>D7</b>
E5	Fisher Hall <b>D7</b>
E6	Geary Hall <b>D7</b>
E7	Hastings Hall <b>D8</b>
E8	Johnston Commons <b>D7</b>
E9	McKean Hall <b>D8</b>
E10	Packer Hall <b>D7</b>
E11	Pennypacker Hall <b>E8</b>
E12	Pinchot Hall <b>D7</b>
E13	Snyder Hall <b>D8</b>
E14	Sproul Hall <b>D7</b>
E15	Stone Hall <b>D8</b>
E16	Stuart Hall <b>D7</b>
E17	Tener Hall <b>D7</b>

<b>Eastview Terrace</b>	
ET1	Brill Hall <b>G8</b>
ET2	Curry Hall <b>G8</b>
ET3	Harris Hall <b>G8</b>
ET4	Miller Hall <b>H8</b>
ET5	Nelson Hall <b>H8</b>
ET6	Panofsky Hall <b>H8</b>
ET7	Young Hall <b>H7</b>
<b>Nittany Residence Area</b>	
NT1	Nittany Apartments <b>F8</b>
NT2	Nittany Community Center <b>F7</b>
NT3	Nittany Hall <b>G8</b>

<b>North Residence Halls</b>	
N1	Holmes Hall <b>D5</b>
N2	Leete Hall <b>D5</b>
N3	Runkle Hall <b>D5</b>
N4	Warnock Commons <b>D5</b>

## REGULATIONS

**Purpose:** To create a system and process to control and identify University and non-University service and delivery vehicles utilizing facilities at the University Park campus of The Pennsylvania State University.

### A. Definitions:

**Service Vehicle:** A service vehicle is any vehicle which is used in conjunction with the performance of maintenance, construction, repair, renovation, installation, or similar services to any building, facility, equipment, machines, or building system on the grounds of The Pennsylvania State University, University Park campus.

**Delivery Vehicle:** A delivery vehicle is any vehicle, specialized or not, that is engaged in the delivery or pick up of goods, products, materials, foods, communications, supplies, equipment, machines, etc., to any building located on the grounds of the Pennsylvania State University, University Park campus and only needs very short term (30 min or less) parking.

**University Vehicle:** Any vehicle which is registered under the name of The Pennsylvania State University with the Department of Transportation Services and is usually identified by either a white on blue Pennsylvania State University license plate, OPP identification sticker or a Fleet Operations identification sticker. This definition extends also to any motor vehicle as defined by the Vehicle Code of the Commonwealth of Pennsylvania whether or not it bears a current, valid, license plate or inspection sticker.

**Government Vehicle:** Any vehicle identified by an official use plate either of a local municipal, the Commonwealth of Pennsylvania, or the United States of America.

**Private Vehicle:** Any vehicle not identified as one of the above.

**Emergency Vehicle:** Any vehicle defined as an “emergency vehicle” by the Vehicle Code of the Commonwealth of Pennsylvania and plainly identifiable as such by an observer.

<b>Pollock Residence Halls</b>	
P1	Beaver Hall <b>G7</b>
P2	Hartranft Hall <b>G6</b>
P3	Hlester Hall <b>G7</b>
P4	Mifflin Hall <b>G6</b>
P5	Pollock Commons <b>G7</b>
P6	Porter Hall <b>G7</b>
P7	Ritner Hall <b>G7</b>
P8	Shulze Hall <b>G7</b>
P9	Shunk Hall <b>G7</b>
P10	Wolf Hall <b>G7</b>

<b>South Residence Halls</b>	
S1	Atherton Hall <b>H6</b>
S2	Cooper Hall <b>G7</b>
S3	Cross Hall <b>H7</b>
S4	Ewing Hall <b>H7</b>
S5	Haller Hall <b>H6</b>
S6	Hibbs Hall <b>H6</b>
S7	Hoyt Hall <b>H7</b>
S8	Lyons Hall <b>H7</b>
S9	McElwain Hall <b>G6</b>
S10	Redifer Commons <b>H7</b>
S11	Simmons Hall <b>G6</b>
S12	Stephens Hall <b>H6</b>

<b>West Residence Halls</b>	
W1	Hamilton Hall <b>F3</b>
W2	Irvin Hall <b>F3</b>
W3	Jordan Hall <b>F3</b>
W4	McKee Hall <b>F3</b>
W5	Thompson Hall <b>F3</b>
W6	Waring Commons <b>F3</b>
W7	Watts Hall <b>F3</b>

<b>White Course Apartments</b>	
A1	Bernreuter Hall <b>G1</b>
A2	Cunningham Hall <b>G1</b>
A3	Donkin Hall <b>G1</b>
A4	Dunham Hall <b>G1</b>
A5	Farrell Hall <b>G1</b>
A6	Ferguson Hall <b>G1</b>
A7	Garban Hall <b>G1</b>
A8	Grubb Hall <b>G1</b>
A9	Haffner Hall <b>G1</b>
A10	Holderman Hall <b>G1</b>
A11	Ikenberry Hall <b>G1</b>
A12	Lovejoy Hall <b>G1</b>
A13	Osborn Hall <b>G1</b>
A14	Palladino Hall <b>G1</b>
A15	Patterson Hall <b>G1</b>
A16	Ray Hall <b>G1</b>
A17	Weston Community Center <b>G1</b>

**Service Space:** A service space is a parking space or area designated by signs. Generally, such spaces are restricted to University vehicles. A permit issued by the Parking Office is required for use of these areas.

**Delivery Space:** A delivery space is a parking space designated as such by sign. A permit issued by the Parking Office is required for use of these spaces.

### B. Service/Delivery Vehicle Registration

1. General. All Service or Delivery vehicles using in the parking facilities at University Park campus, including Innovation Park, **MUST** be registered at the University Parking Office, and while parked on campus, properly display an authorized Service or Delivery permit.

a. License plate information or OPP vehicle designation will be required at the time the vehicle is registered.

2. University Owned Service and Delivery Vehicles will be registered through the department supervisor.

3. Non-University Owned Service or Delivery Vehicles must be registered directly with the University Parking Office.

4. Non-University entities performing services on behalf of or in conjunction with The Office of Physical Plant are eligible for a Service permit. Request for a Service permit must be authorized by or be submitted directly from the Office of Physical Plant.

5. External contractors are required to purchase parking permits from the Parking Office before parking in any University parking facility. The Parking Office will determine the area and the quantity of permits available.

6. Parking fees are assessed for Service or Delivery permits issued to Non-University entities. Fees must be paid at the time of registration, and are assessed until the permit is returned to the University Parking Office.

a. Lost/Stolen Permits. If a Service or Delivery permit is Lost or Stolen, the incident must be reported to the University Parking Office immediately. A non-refundable processing fee of \$25.00 will be assessed for all permits regardless of whether the permit is replaced.

### C. Permit Classifications

1. Service Permit. The Service Permit allows access to all designated Service parking spaces or areas.

a. If the designated Service spaces are full University Service vehicles must proceed to the next available identified Service Space, 2. Service All Access Permit. The Service All Access permit is issued to vehicles that require access to non traditional areas for vehicle parking. Either due to the nature of the work to be performed or the vehicle itself is essential to completing the task at hand i.e. welding trucks, excavating equipment etc. Non Traditional areas would include but not be limited to sidewalks, loading docks, grass areas, etc.

b. Vehicles are not authorized to block building egress, fire lanes, or roadways.

### D. Regulations

1. Permit Display. Service or Delivery permit must be clearly displayed at all times while vehicle is parked.

a. Trucks, Vans, Automobiles, Hang permit from the interior rearview mirror, facing forward.  
b. Gator, Bobcat, or other similar All Terrain Vehicle, Affix permit to the exterior of the vehicle in a plainly visible location.  
c. Exceptions must be approved by the Parking Office in advance.  
d. Security of the permit is the responsibility of the vehicle owner. If a permit is lost/stolen the incident must be resolved per section B.6.a. Lockable devices are available from the University Parking Office for a nominal fee.

2. Parking Spaces. University Service vehicles must park in identified service spaces. If additional parking is required, University Service vehicles must proceed to the next available identified Service Space.

a. Any University Service Vehicle not parked in an appropriately marked Service Space or Area, or parked in such an area without the required permit is subject to enforcement action including a parking ticket or towing at the vehicle operators or their department’s expense.  
b. Any University Service Vehicle parked in a regular faculty/staff parking space along curbs, on sidewalks, obstructing roadways or Handicap spaces, wheelchair ramp lay down (hashed out) areas, and reserved spaces is subject to ticketing and/or towing at the vehicle operators expense or if the department cannot identify the operator at the department’s expense .  
c. Parking in all parking structures (East, Eisenhower, HUB, and Nittany Decks) is head in only, unless the parking stalls are at 90 degrees to the drive aisle. All vehicles (regardless of permit type) entering the gated AVI controlled facilities are required to pull a stub at the entrance, and surrender the stub to the attendant at the exit. Service vehicles must use caution when parking in any deck due to height limitations within each facility.  
d. Reserved spaces are reserved 24 hours a day 7 days a week unless noted on the sign. This

includes holidays and times when the University is not in full operation.

3. Non University Service Vehicles. Service vehicles from Non-University entities performing services on behalf of or in conjunction with The Office of Physical Plant may, upon request from the Office of Physical Plant, obtain a permit from the Parking Office to park in identified service areas. External contractors are required to purchase parking permits from the Parking Office before parking in any University parking facility.

4. Delivery Vehicles. Delivery vehicles must park in identified delivery spaces or areas. The appropriate Delivery permit must be properly displayed, and the vehicles four way emergency flashers must be engaged. The fact that an electrical system is malfunctioning or a battery is deemed weak does not relieve the requirement that the flashers are operating.

5. Overnight Parking. Overnight parking in Service and Delivery Spaces or areas is strictly prohibited unless the vehicle is actively engaged in the process of delivery or providing support to an ongoing service function within an adjacent building.

6. Winter Parking. Vehicles with a Service permit displayed are not exempt from Midnight Clear restrictions. If the vehicle is to be parked during the restricted hours (midnight – 7 a.m.), the vehicle must be parked within a fenced compound, or in the covered portion of one of the four parking decks.

### E. Parking Tickets

1. University Service Vehicles. University Service vehicles parked in violation will be ticketed by University Police.

a. Tickets issued to Service or Delivery vehicles registered with the Parking Office are the responsibility of the vehicle operator.  
b. Tickets not paid within 30 days from the date of issue will be forwarded to the University employee responsible for the Service or Delivery vehicle.  
c. Tickets that remain unpaid 60 days from the date of issue will be submitted to the appropriate Budget Administrator for payment by IDCC.

2. Non-University Service or Delivery Vehicles. Non-University vehicles parked in violation will be ticketed by University Police. Tickets not paid with 30 days from the date of issue will be remanded to the appropriate District Justice office as a citation filed under the appropriate section of the Pennsylvania Vehicle Code against the registered owner of the vehicle.

Any vehicle on a tow list or eligible for towing under any other existing University policy will be towed to a salvor at the owner’s expense.

3. Payment. All payments are processed through the Parking Office, 1 Eisenhower Parking Deck, University Park, PA, 16802-2116.

a. Payment for parking tickets may be submitted via IDCC (University Departments Only), or by check or money order payable to: The Pennsylvania State University. Cash payment is also accepted in person at the University Parking Office. Do not send cash through the mail.  
b. The Parking Office is not responsible for payments or correspondence lost in the mail.

4.Appeal. Parking violations may be appealed by submitting a written appeal to the Parking Office.

b. Frivolous appeals will not be accepted.  
c. Appeals must be received within twenty (20) calendar days from the date of violation in order to be processed to the appeals committee.  
d. Payment in full must accompany all appeals. If the appeal is decided in favor of the appellant, no payroll deduction will occur if appealing on-line. If the appeal is in written form, the full amount of the ticket will be refunded. If the appeal decision was in favor of the University, the ticket amount will be deducted from the next scheduled pay if filed on-line, or the payment submitted will be accepted, and the matter is considered paid in full.  
e. The Parking Office submits appeals to the appropriate Appeals Committee for review. The appellant is notified of the committee’s decision. Note: The ticket history (if any) is attached to the appeals form for the committee’s consideration.  
f. The Appeals Committee Decisions are Final.

5. Abuse of Parking Privileges.

a. Written warnings are sent to permit holders after four (4) tickets are written against his/her permit in a fiscal year (July 1 through June 30).  
b. If eight (8) or more tickets are issued during a fiscal year (July 1 through June 30), the permit holder’s parking privileges will be revoked for one month and a \$50.00 fine will be assessed.  
c. There are no refunds of money paid for a revoked permit.  
d. All revoked permits must be returned IMMEDIATELY upon notification.  
e. Additional tickets issued while under revocation, or subsequent to a revocation within the same fiscal year, will result in an additional month added to the revocation period and an additional \$50.00 fee. Vehicles under revocation are subject to towing at the owner’s expense.  
f. **NO APPEALS FOR REVOCATIONS WILL BE ACCEPTED.**

Emergency vehicles, in accordance with the provisions of the PA Vehicle Code, are not bound by this policy.