

# AP 6750 Parking

## Reference:

*Education Code Section 76360*

*Vehicle Code Sections 21113*

These procedures are intended to promote safe and orderly movement of traffic within District property for the safe and orderly parking of vehicles and bicycles.

All applicable provisions of the California Vehicle Code are expressly applicable both on and off paved roadways.

Parking of motor vehicles and bicycles is limited to specially designated areas. Parking permits are required. Vehicles or bicycles parked in violation of the provisions of this code are subject to fines, towing, or impoundment.

All persons who enter District property are charged with knowledge of the provisions of this procedure and are subject to the penalties for violations of such provisions.

In accordance with Section 21113a of the California Vehicle Code, the District will enforce these procedures by issuing citations.

## Parking Fees

In accordance with the California Education Code Section 76360, the Board of Trustees may charge a parking service fee to students for a parking permit to park a vehicle on campus. All parking fees collected shall be deposited in the designated District fund in accordance with the California Community Colleges Budget and Accounting Manual and shall be expended only for parking services. The Parking Permit Fee will be refunded to students who withdraw from the District and submit a Request for Refund prior to the semester deadline for refunds.

## Parking and Traffic Regulations

Appropriate parking permits are required to be displayed on all four-wheeled vehicles and motorcycles parked in District parking lots.

No person shall drive an unlicensed vehicle nor shall any person stop, park, or leave standing any vehicle, whether attended or unattended, upon driveways, paths, or the grounds of the campus. Exception is made for District-owned vehicles.

The use of recreational conveyance devices (i.e. skateboards, skates, scooters) on District grounds is prohibited. No person shall fail to obey any sign or signal erected to carry out these regulations or any section of the California Vehicle Code.

Parking is not allowed in areas where there are not clearly marked stalls. Vehicles shall not overlap the lines that designate a stall. Painted curbs are an indication of restricted parking, and the color denotes the type of parking allowed:

1. Red Zone indicates no parking or stopping anytime, whether attended or not.
2. Yellow Zone indicates a 15 minute limit for loading and unloading of commercial vehicles, instructional material by employees, and the parking of service vehicles bearing a special service permit.
3. Green Zone indicates 30 minute parking except for vehicles bearing a current valid staff parking permit or a temporary parking permit.
4. Blue Zone indicates handicapped persons' parking areas only with a special permit.

No person shall abandon or leave standing any vehicle on the campus for 72 or more consecutive hours without permission of the Public Safety Office. Violations will result in vehicle removal and storage at the owner's expense.

### **Citation Appeals Process**

Parking citations may be contested under the appeals process outlined in the California Vehicle Code Section 40215. In accordance with California Vehicle Code Section 40215 and District policy, parking citations that have been issued to visitors, students, faculty, and staff may only be dismissed in the following circumstances:

1. Issuance error.
2. Signage or marking deficiencies in parking lots.
3. Visitors to the campus who are not enrolled as students and who have properly parked in a District parking lot. Parking citations shall not be voided for non-handicapped visitors who park in a designated handicapped parking space.
4. Citations for "No Valid Permit Displayed" issued to permit-eligible employees.

5. Handicapped individuals who possess a State Handicapped Placard and who park on campus in accordance with current State law;
6. Students who have purchased a parking permit and who have been issued a parking citation for “No Valid Permit Displayed” or “Improper Display of Permit” in a District parking lot, if dismissal is requested within 35 calendar days of citation issuance. Only one parking citation per semester will be voided for this reason.
7. Students who have not purchased a parking permit and who have been issued a parking citation for “No Valid Permit Displayed” in a District parking lot, if dismissal is requested within 35 calendar days of citation issuance. The citation will be voided upon purchase of a student parking permit.

Parking citations shall not be voided for faculty and staff who park in red curbed zones, outside of marked parking spaces or for non-handicapped faculty and staff members who park in designated handicapped parking spaces.

### **Staff Parking Permits**

Staff parking permits must be displayed on the left of the front window or on a displayer that is affixed to the rear view mirror in order to be clearly visible from the rear of the vehicle. Failure to properly display the parking permit will result in the issuance of a parking citation.

A maximum of one permit will be issued at no charge to the employee. The permit is not transferable to another individual. New permits will be issued annually.

Staff permits will be issued by the Cashier located in the Student Services building. There will be a definite date of compliance issued. There will be a grace period during which an old permit will be honored after checking to determine if it belongs to a current employee, and a warning will be given to pick up a new permit.

### **Day Use Permits**

Students and visitors who do not purchase a valid parking permit will be able to purchase a day use parking permit from the Cashier located in the Student Services building. Visitors reasonably assumed to be attending athletic events and other District functions during normal business hours.

### **Guest Permits**

Guest Permits will be issued by specific offices. Students are not eligible to receive Guest Permits.

### **Retirees**

Annual Staff Permits will be issued to District retirees. One-Day Guest Permits may also be issued to District retirees for any occasion when they may return to the campus.

### **Weekend Parking**

A parking permit is required to park in District parking lots 24 hours a day, seven days a week. Parking provisions of the California Vehicle Code (such as parking at red curbs, loading zones, fire lanes, and handicapped parking violations) will be enforced 24 hours a day, seven days a week.