

# ***PARKING AND TRAFFIC RULES AND REGULATIONS***

## **1. GENERAL INFORMATION**

Authorization is granted to the Campus Police Department of the Chaffey Community College District by the Governing Board to issue traffic and parking citations on the grounds owned and operated by the District. Citations may be issued for violations of:

- 1 Regulations set forth by the Governing Board
- 2 California Vehicle Code

Campus Police Officers and Cadets are authorized to issue citations based upon the regulations set forth in this publication. They are not authorized to grant any privileges deviating from the regulations.

Chaffey College, like most colleges does not guarantee a parking space for all students during peak periods and therefore cannot guarantee parking, nor does the college accept liability for damages sustained to vehicles in the use of it's parking facilities. Please remember that our regulations are for the purpose of protecting vehicles from damage and to insure the safety of all. Irresponsibility regarding traffic and parking regulations may result in a citation, restriction, suspension, and/or towing of vehicle at the owners expense.

Your cooperation in adhering to the college's regulations will certainly reduce potential safety hazards and assist the Campus Police staff in performing their duties.

## **2. PARKING PERMITS**

All vehicles parking on grounds owned or operated by the Chaffey Community College District must display a current parking permit or daily parking pass receipt on the lower driver side windshield facing outward with the number of the permit clearly visible. Semester permits are available through online or telephone registration. Daily parking permits are available from the yellow daily permit dispensing machines available in designated parking lots.

Once purchased, refunds for parking permits are made only if all classes are dropped in the first two weeks of the fall and spring semesters and during the first ten percent of the course length for summer session. (Refer to Schedule of Classes catalog for the Refund/Credit policy).

### **REPLACEMENT:**

If a vehicle is sold or change of ownership occurs, the permit should be removed and placed on the new vehicle. Damaged or malfunctioning permits should be returned to the Campus Police Office. Authorization for a replacement permit will be granted for stolen permits upon completion of a police report. A processing fee will be charged.

Replacement authorization is not granted for stolen permits unless a police report is made within 24 hours of the date of loss. Authorization is subject to approval by Campus Police Administration.

## **3. TEMPORARY PERMITS**

Staff members or students who have a permit, but must drive a different vehicle to campus, with proper identification, may obtain a temporary (one day) permit at the Campus Police Office.

## **4. GUEST PARKING**

Guest Parking Permits can be issued in advance by any department of Chaffey College. They can also be obtained at the Switchboard in the Administration building, at the Campus Police office, and the Athletics office. Guest Parking Permits must be displayed on the driver's side front dashboard, visible from the outside of the vehicle. Guest permits are not valid in reserved or metered stalls.

## **5. CITATIONS**

Vehicles may be issued citations for illegal parking, failure to display a current parking permit or daily parking pass receipt, or any other violation of the parking rules and regulations of the campus. California Vehicle Code violations can also be enforced and traffic tickets can be issued.

IMPORTANT-Citations are paid by mailing the fine to our citation processing center or paying the fine in person at the Campus Police office. Payments must be made within 21 days of the date the citation was issued. When fines are not paid within the time restraints the fine is doubled and a hold will be placed on the license plate registration at DMV. The Campus Police office hours are:

7:00am -8:00pm, Monday through Thursday  
7:00am -4:30pm, Fridays

## **6. CONTESTING PARKING CITATIONS**

Any person who feels that a citation was issued in error may contest the parking citation by filing a notice of appeal at the Campus Police Office. An appeal must be filed in accordance with the California Vehicle Code timelines and the procedures set forth on the citation notice.

According to California law, disregarding of citations will result in the filing of a complaint and renewal of vehicle registration is contingent upon compliance. Any vehicle with five or more outstanding parking citations is subject to tow and storage at owner's expense.

## **7. CLARIFICATION OF PARKING AND TRAFFIC REGULATIONS**

Any questions regarding parking fees, campus parking rules and regulations should be directed to the Campus Police Department, extension 2668.

## **8. TRAFFIC REGULATIONS**

- 8.1** No person shall fail to obey any sign or signal erected to carry out these regulations or the California Vehicle Code.
- 8.2** No person shall operate a vehicle, motorized cycle, or bicycle on District property at a speed in excess of 25 miles per hour, except emergency vehicles.
- 8.3** The driver of any vehicle or motorized cycle shall yield the right of way to a pedestrian crossing any roadway.
- 8.4** No person shall operate any vehicle, motorized cycle, or bicycle on any walkway, field, or landscaped area. Exceptions include emergency and maintenance vehicles.

## **9. PARKING REGULATIONS**

- 9.1** All vehicles parked on grounds owned or operated by the Chaffey Community College District shall clearly display a current parking permit or daily parking pass receipt on the lower driver side windshield facing outward with the number of the permit clearly visible. A sticker or receipt in any other area of the vehicle is a violation and subject to citation. Parking is enforced Monday through Friday from 7:00am to 11:00pm, and on Saturdays from 7:00am to 3:00pm. Jeeps, Motorcycles and vehicles with convertible tops should contact the Campus Police Office.
- 9.2** No parking is allowed in any area that does not have a clearly marked parking stall.
- 9.3** No person shall park in an area, posted or marked for "Disabled Parking Only", unless a valid Chaffey College Disabled Person Parking Permit or State issued disabled person placard and a current student parking decal is displayed on the vehicle.
- 9.4** No student or staff member shall park a vehicle in a stall that is posted or marked as visitor or guest or any other marked or reserved stall.
- 9.5** Painted curbs are an indication of restricted parking and the color of the curb denotes the type of parking allowed as follows:
  - 9.5.1** RED ZONE - Indicates no parking or stopping anytime
  - 9.5.2** YELLOW ZONE - Indicates an area for loading and unloading of freight not to exceed a 30 minute time limit. Vehicles exceeding the posted time limit will be cited
  - 9.5.3** GREEN ZONE - Indicates time limit parking. Time limits shall be posted. Vehicles exceeding the posted time limit will be cited.
  - 9.5.4** BLUE ZONE - Indicates Disabled Person Parking. Vehicles not displaying a valid State issued Disabled Person Placard or Chaffey College Disabled person permit will be cited.
- 9.6** No person shall sleep in or remain overnight in any vehicle parked on grounds owned or operated by the District.
- 9.7** No person shall abandon, or leave standing any vehicle or motorized cycle on the District premises for 72 or more consecutive hours without permission of the Campus Police Department. Violations will result in vehicle removal and storage under authority of the California Vehicle Code.
- 9.8** Vehicles parked in any stall marked or posted STAFF without the proper permit shall be cited.
- 9.9** No person shall leave any animals or minor children unattended in a vehicle.
- 9.10** Parking in metered parking areas requires the payment of the correct fee as posted.
- 9.11** All vehicles parked on campus must be currently registered with DMV and have proper display of license plates.
- 9.12** Any vehicle found displaying a parking permit that has been reported lost or stolen will be cited for possession of such a permit.

