

AP 6750 Parking

Reference:

Education Code Section 76360; Vehicle Code Section 21113

1. Campus Parking and Traffic Regulations Imperial Valley College Parking and Traffic Regulations in accordance with Section 21113A, California State Vehicle Code. (Board Resolution No. 9676-A) 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. All persons who enter on the college 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, it shall be a misdemeanor for any person to do any act forbidden or fail to perform any act required in these procedures.
2. Reserved Parking A minimum of reserved parking space is provided for the professional and classified staff. A hangtag authorizing parking in these areas may be obtained from the Parking Control Office. Citations will be issued to all unauthorized vehicles.
3. General Safety Regulations
 - a. No vehicle shall be driven in excess of 10 miles per hour on any roadway or parking area of Imperial Valley College.
 - b. All driving of motor vehicles on campus shall be conducted in a manner which ensures the safety of drivers, passengers, pedestrians, and others, and which prevents damage to College property.
 - c. Any vehicle leaving a designated parking lot shall stop as required, and shall yield the right-of-way to other vehicles, which are approaching the parking lot exit, until such time as the driver can proceed with reasonable safety.
 - d. Campus traffic regulation signs are official, as specified by the California Vehicle Code, and must be complied with as on any other public property.
 - e. Pedestrians shall have the right-of-way over vehicular traffic, but shall give due consideration to traffic flow.
 - f. Riding of bicycles, skateboards, and roller skates is prohibited on campus sidewalks.
4. Parking Areas Parking of motor vehicles and bicycles is limited to specially designated areas. Fee permits are required. Vehicles or bicycles parked in violation of the provisions of this code are subject to fines, towing, or impoundment.
 - a. No vehicles shall be parked in any location other than a designated parking area.
 - b. No vehicle shall be parked on any interior roadway driveway, sidewalk, lawn, playing field or undeveloped area.
 - c. Vehicles not parked in designated areas may be towed away and/or impounded at the expense of the registered owner or lessee of the vehicle.

5. Parking Spaces

- a. A vehicle shall be parked only in a designated parking space and shall not be parked in such a manner than one space.
- b. Faculty-staff reserved parking spaces are designated.
- c. Head-in parking only shall be permitted in campus parking spaces.
- d. Motorcycles, motorbikes and scooters shall park only in specifically designated areas.

6. Disabled Parking

- a. Only vehicles displaying official disabled parking authorization may park in disabled parking spaces.
- b. People with disabilities should contact the Parking Control Office for information regarding disabled parking.
- c. Vehicles displaying a disabled parking permit may park in any designated parking space on campus.
- d. Vehicles illegally parked in disabled parking areas may be towed and/or impounded at the expense of the registered owner or lessee of the vehicle. (Violation minimum fine of \$250).

7. Parking Permits

- a. Vehicles parked in Imperial Valley College parking areas shall display a valid Imperial Valley College parking permit decal in the lower left corner on the outside of the rear window.
- b. Motorcycles, motorbikes and scooters shall display the permit sticker on the fender or fuel tank.
- c. Permit stickers must be affixed to the vehicle using only the adhesive provided by the sticker itself.
- d. Only those vehicles displaying a valid Imperial Valley College faculty-staff hangtag may be parked in spaces designated as reserved for faculty-staff.
- e. Student parking permits shall be issued each semester upon payment of the required fee. Permits are issued for a specific vehicle and are not transferable or assignable.
- f. Faculty-staff hangtags shall be issued annually prior to the first day of classes in the fall semester.
- g. Parking permits are required beginning with the first day of each semester or term.
- h. Possession of a valid permit does not guarantee a parking space.
- i. Day pass machines are located in the north and south parking lots.

8. Vehicle Code Enforcement: Campus student security personnel will patrol the campus and issue citations to violators. The Imperial County Sheriff's Department has jurisdiction on the Imperial Valley College campus.

9. Fines shall be payable to the college by means of a mail-in system. Any fine remaining unpaid after 21 days may be reported to the California Department of Motor Vehicles.

10. Vehicles with five or more notices of delinquent parking violations may be subject to vehicle being immobilized.

11. Authority and Fees: Parking is controlled by the District Governing Board in accordance with Section 2545.1, California Education Code.

- a. Falsification of information, or misuse of privileges may result in disciplinary action or revocation of parking privileges, or both.
- b. Student parking permits may be obtained at the time of registration upon payment of the parking services/transportation fee.
- c. If a registered vehicle is sold, a replacement student parking permit sticker will be issued upon payment of a \$1.00 processing fee and return of the fragments of the sticker removed from the vehicle, which was sold.
- d. Faculty-staff parking tags will be replaced upon return of the fragments from the previously assigned tag.
- e. The parking citations fee will be \$20.00 and if citations remain unpaid after 21 calendar days the fee will become \$40.00.
- f. The parking meters are .25 cents per half hour (maximum of 1 hour). The meters are located in the north and south parking lots.

12. Campus Sidewalks and Playing Courts: All non-districts, self-propelled and/or any motor driven means of movement, other than wheelchairs are prohibited from using campus sidewalks and playing courts. (Board Resolution N. 9550)

13. Contesting Parking Violation: Procedure

The IVC Parking Citation Appeal and Administrative Hearing Process are mandated by California Vehicle Code Article 3, Sections 40200.7 and 40215.

- a. A person may request an initial review of the notice violation issued by Imperial Valley College, Parking Control Office for a period of 21 calendar days from the issuance of a notice of parking violation.
 - i. Initial Waiver: The person contesting a notice violation must submit an IVC Parking Control Waiver, which is the first step in the appeal process, before the citation is twenty-one calendar days old.
 - ii. If the waiver is accepted, no further action on the person contesting the notice violation is required.
 - iii. If waiver is denied, the person contesting the notice violation may choose to have an administrative hearing or pay the fine.
 - iv. Forgetting to display permit, not knowing the regulations and/or not seeing the posted signs are not acceptable grounds for review.
- b. Citation Appeal Form:
 - i. If the person is dissatisfied with the results of the initial review, the person may request an administrative hearing of the violation no later than 21 calendar days following the results of the initial waiver.
 - ii. The person contesting a notice violation must submit an IVC Parking Citation Appeal Form, which is the final step in the appeal process, before the citation is twenty-one calendar days old.
 - iii. The person requesting an administrative hearing shall deposit the amount of the parking penalty with Imperial Valley College, Parking Control Office. This is a fine deposit: Hearing will not be scheduled without payment of deposit.
 - iv. If the Hearing Examiner finds the person contesting the notice violation in their favor the College District will refund the fine.

- v. The Parking Citation Review Examiner is the final District authority concerning such review on campus.
- C. Waiver of Fine Deposit
- a. Imperial Valley College shall provide a written procedure to allow a person to request an administrative hearing without payment of the parking penalty upon satisfactory proof of an inability to pay the amount due.
 - b. To qualify as indigent you must be a recipient of financial assistance such as Unemployment, AFDC, SSI, etc.
 - c. You may request an indigent status application form from the Parking Control Office.