

GENESEE COMMUNITY COLLEGE
Batavia, New York
PROCEDURE

Procedure: TRAFFIC & PARKING REGULATIONS

Number: 601 Date: 8-13-12 Page 1 of 5

Cross Reference: Policy #5008 - Parking Regulations

Supersedes: Previous Procedure #601
Last Revised May 1994

PURPOSE:

Genesee Community College's parking regulations are designed to provide safe, accessible, and convenient parking for students, faculty, staff and visitors. The New York State Motor Vehicle and Traffic Law is in full force and effect on the campus.

I. General

- A. There are three public parking lots on the Genesee Community College campus. Legal parking areas are marked with lines, and these are the only areas where employees, students, or visitors may park.

- B. Parking is free at Genesee Community College. However, all students, faculty and staff must obtain a parking sticker at the Public Safety Office, and display it in the rear driver's side window of their vehicle. In the event of an emergency involving a vehicle, the stickers help Public Safety to identify the owner.

- C. Drivers are responsible for finding an authorized parking space. Lack of space, mechanical problems, inclement weather or tardiness do not justify parking violations. If a mechanical problem occurs, contact Public Safety (extension 6240) immediately for assistance.

II. Parking Regulations

- A. In general, it is prohibited to park:
 - 1. without a valid permit*
 - 2. in reserved spaces without a proper permit
 - 3. in "NO PARKING" areas
 - 4. in a handicapped space without a handicapped permit
 - 5. blocking fire lanes, fire exits or within 20 feet of fire hydrant
 - 6. in loading zones

7. on the sidewalk, crosswalk, or parking lot driveways
8. on campus roadways
9. on or over painted lines in parking areas
10. at an expired meter
11. in the circle
12. on campus between the hours of 12:00 a.m. and 6:00 a.m. without notifying Security in advance
13. on the grass (unless directed by Public Safety)

- B. Disposal or acceptance of a parking decal or pass, by sale or gift, is forbidden.
- C. A motorcycle parking area is provided. Motorcycles are encouraged to park in this area.
- D. Public Safety is authorized to restrict use of parking spaces on a temporary basis to accommodate special meetings, activities, or construction.
- E. The registered user of a parking permit is responsible for parking violations of the vehicle displaying the permit.

*Visitors are exempt from this regulation.

III. Parking for the Handicapped

- A. Designated spaces are provided for disabled and handicapped persons in front of the parking lots. Permission to park requires obtaining a handicapped parking permit from the town, village, or city clerk's office in the residence district of the applicant. Such parking permits are not issued by the College.

IV. Vehicle Operation

- A. No vehicle shall be operated:
1. at a speed in excess of 20 miles per hour, or where otherwise posted, at a speed in excess of such posted speed limit, and/or
 2. in a reckless or careless manner or a speed greater than is reasonable and prudent under the conditions, having regard for the actual and potential hazards then existing, and/or
 3. with disregard to any traffic sign, signal, and/or pavement markings, and/or
 4. on any sidewalk, pedestrian walkway or lawn.
- B. Any accident on campus must be reported to Public Safety.

V. Fines

(Established by the Genesee Community College Board of Trustees)

- A. General - Listed below are fines established by the Genesee Community College Board of Trustees for violating the Genesee Community College parking regulations.
- a. Restricted Space Violation \$50
 - 1. Handicapped space

 - b. Sign Violations \$25
 - 1. Reserved spaces
 - 2. No parking

 - c. Obstructions \$25
 - 1. Obstructing vehicular or pedestrian traffic
 - 2. Blocking driveway
 - 3. Blocking intersection
 - 4. Blocking dumpster
 - 5. Double parking
 - 6. Blocking crosswalk

 - c. Careless Parking \$25
 - 1. On or along roadways or driving lanes - unless directed to do so
 - 2. Not parked within marked space
 - 3. On sidewalk
 - 4. On grass - unless directed to do so

 - e. General \$25
 - 1. Expired meter - with or without parking permit
 - 2. Overnight between 12:00 a.m. and 6:00 a.m. unless approved in advance by Public Safety.
 - 3. Parking in the circle or other fire lane.
 - 4. Parking in the loading dock area without authorization.

VI. Removal & Impoundment

- A. Public Safety is authorized to arrange for the removal, impounding or immobilization of motor vehicles at the owner's expense under the following circumstances:
 - 1. Vehicles parked illegally in fire lanes, handicapped spaces, within 20 feet of hydrants, posted no parking, tow-away zones, and any area in which the vehicle may impede entrance to or exit from any building, grounds, or roadway by any pedestrian or authorized vehicle.
 - 2. Abandoned vehicles
 - 3. For safety reasons
- B. When appropriate, the Sheriff's Department may be called to provide assistance.

VII. Appeals

- A. Any person receiving a violation notice has the right to appeal.
- B. To initiate an appeal, the individual must file an appeal form at the Public Safety office within ten days from the time the Parking Violation Notice is issued. The appeal forms are available at the Public Safety Office.
- C. Failure to apply for an appeal within the ten-day limit will result in forfeiture of the appeals process.
- D. All initial appeals will be in writing and adjudicated by the Dean of Students/Appeals Committee.
- E. Except in rare and unusual circumstances, the only proper basis for an appeal is contention that the cited regulations were not violated. It is not an acceptable excuse that the individual "thought it wasn't a violation" to do what he or she did, "did not mean to violate a regulation," or saw other vehicles "doing the same thing." The issue on an appeal is whether or not the cited regulation was violated.
- F. Unpaid fines will result in a hold being placed upon student transcripts until all obligations are met.

Important Reminders:

- 1. If a person drives a vehicle other than the one in which the parking sticker/permit is affixed, he/she must obtain an additional permit from Public Safety. There is no charge for additional permits.

2. If a person purchases a new vehicle during the semester, the old permit should be removed. A replacement will be issued by Public Safety.
3. A permit is required and must be displayed whenever the vehicle is parked on campus.

The parking sticker/permit should be affixed to the window as shown in the diagram below. If it is a truck or van, or the vehicle's windows are tinted, the decal needs to be placed someplace on the driver's side so that it is visible.

Questions should be directed to the Public Safety Office at (585) 343-0055 x6240

