

Dixie State University Policy

421 Campus Parking and Transportation



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I. Purpose

- 1.1 Campus Parking and Transportation rules and regulations are to provide adequate, reasonable, convenient, and safe parking and transportation access for all students, employees, and visitors to the campus community.
- 1.2 These rules and regulations govern use and movement of all vehicles on Dixie State University property.
- 1.3 Dixie State University parking and transportation rules and regulations are granted by the authority and in accordance with the State of Utah Code Title 53B, chapter 3, sections 103 & 107. This policy allows the University:
 - 1.3.1 To best utilize roadways and parking areas for the greater benefit of Dixie State University students, staff, faculty, and visitors;
 - 1.3.2 To attempt to protect all persons on the campus from injury by vehicles and other means of transportation; and
 - 1.3.3 To assure access at all times for such emergency vehicles as ambulance, fire, and police.

II. Scope

- 2.1 This policy applies to all students, faculty, staff, and visitors who operate or use motor vehicles and alternative transportation on University property, streets, roadways, sidewalks, and parking lots.

III. Definitions

3.1 The terms used in these rules and regulations shall have meanings designated as follows:

- 3.1.1 **Campus:** Any property owned or controlled by lease or other legal arrangement by Dixie State University. This includes all roads, streets, parking lots, and other areas within the boundaries established by the governing board.
- 3.1.2 **Motor Vehicle:** Any self-propelled conveyance used for transporting persons or property.
- 3.1.3 **Alternative transportation:** any conveyance used for transporting persons such as bicycles, skateboards, scooters, in-line skates, and hoverboards.
- 3.1.4 **Operator:** A person who operates a vehicle or the like although ownership may be vested in a parent or other person(s).
- 3.1.5 **Possession:** To physically control a vehicle or parking permit even though ownership may be vested in a parent or other person(s).
- 3.1.6 **Registration:** The submission of the required information, with supporting documents if required.
- 3.1.7 **Permit:** A decal or hang tag issued by the Parking Management office which must be affixed by its own adhesive or hang from its own hook at the proper place on the vehicle. Each type of permit authorizes parking in a particular area on campus for the current academic year, fall through summer, or otherwise indicated on the hang tag.
- 3.1.8 **Travelway:** Any horizontal concrete ground or paved surface other than designated roads, service docks, or parking lots.
- 3.1.9 **Pedestrian:** An area officially designated by the University as the Pedestrian traffic zone.
- 3.1.10 **Handicap/Disabled Zone:** painted stripes on a diagonal designate "no parking."
- 3.1.11 **Faculty:** For purposes of parking assignment, "faculty" is defined as any person whose primary function on the campus is academic instruction.
- 3.1.12 **Staff:** All full-time and part-time employees of the University with professional and classified contracts. Part-time employees who are also students are considered "student" in permit purposes.

- 3.1.13 **Students:** Persons who are currently registered and attending University held classes on either a part-time or full-time basis, including online courses.
- 3.1.14 **Visitors:** Persons not officially employed, directly or indirectly, by DSU or registered for classes at the University on either a part-time or full-time basis.
- 3.1.15 **Appeals Committee:** Individuals in a faculty, staff, and student role at the University to adjudicate alleged violations and, under appropriate circumstances, mediate penalties provided for violations of these regulations.

IV. Policy

4.1 Operations of Motor Vehicles: Operation of a motor vehicle and other means of transportation on Dixie State University property is a privilege granted by the university and is not an inherent right of any faculty, staff, student, or visitor. The privilege can legally be denied or revoked for cause at any time by authorized personnel (campus police/security, DSU administration, and parking management officials).

4.1.1 Causes for revocation of this privilege include:

- 4.1.1.1 Non-payment of fines
- 4.1.1.2 Falsification of information, fraud, unauthorized use of a vehicle, parking decals, or permits
- 4.1.1.3 Acts of vandalism to facilities
- 4.1.1.4 Abuse of any parking management personnel (verbal or physical), including threats
- 4.1.1.5 Habitual offenders (three or more citations)

4.2 Parking Permits: Utah state law stipulates that any vehicle parked or operated on the Dixie State University campus (state property) must be registered with DSU Parking Management and must show a current parking permit.

4.2.1 It is the sole responsibility of the person who registers a vehicle with Parking Management to display the permit properly. Furthermore, it is the responsibility of each DSU employee and student who operates a motor vehicle or alternative transportation on campus to read,

understand, and abide by this policy and any published regulations by Parking Management.

- 4.2.2 Registration is complete when vehicle information has been submitted, along with the permit fee, and a parking permit decal is attached to the inside of the front window, lower driver's side corner, or the designated hang tag is hung from the rear view mirror.
 - 4.2.3 Permits may be obtained from the Cashier's Office, online at parking.dixie.edu, or by using the DSU mobile app.
 - 4.2.4 When a new or different motor vehicle is acquired during the year, the operator must register the new vehicle with the Parking Management or the Cashier's Office.
 - 4.2.5 Failure to register a vehicle with Parking Management may result in revocation of parking privileges at Dixie State University.
 - 4.2.6 Failure to display a permit properly will constitute failure to comply with the parking rules, and the vehicle registration will be incomplete.
 - 4.2.7 Permits are valid from August 1 to July 31.
 - 4.2.8 Every motor vehicle parked on campus must display an appropriate decal for their parking space.
 - 4.2.9 A permit purchased does not guarantee a personal parking space or parking in a specific area, but simply allows parking in designated lots if space is available.
 - 4.2.10 Any person to whom a decal has been issued is responsible for removal of their decal prior to the sale or transfer of possession of the vehicle.
- 4.3 Traffic and Parking Regulations: The responsibility of finding a legal parking space rests with the vehicle operator.
- 4.3.1 Lack of space is not considered a valid reason for violation of regulations.
 - 4.3.2 The fact that another vehicle is parked in violation of any regulation and does not receive a citation does not authorize such parking, nor does it mean the regulation is no longer in effect.
 - 4.3.3 Double parking on streets or access aisles in parking lots is strictly prohibited, as is parking diagonally which takes up two or more spaces

by "over-hanging."

- 4.3.4 The official speed limit for all vehicles on campus is 10 miles per hour, as posted, or as safety conditions should indicate.
- 4.3.5 Sidewalks on campus are reserved for pedestrian traffic with exception given to maintenance vehicles and emergency service vehicles.
- 4.3.6 The use of alternative transportation (bicycles, skateboards, scooters, in-line skates, and hoverboards) may be allowed only as a means of transportation on designated travelways of DSU. Anyone using alternative transportation on DSU property shall follow all vehicular and pedestrian laws and postings. The right of way will be given to any pedestrian, and alternative transportation users shall travel at a reasonable, safe, and prudent speed. Under no circumstance will alternative transportation be allowed off travelways or as a means of recreation on non-designated travelways such as landscapes, ramps, curbs, benches, steps, or stairs and other such structures. The use of alternative transportation shall not be permitted inside any building.
- 4.3.7 Violators of the alternative transportation policy may have their means of transportation confiscated, issued a citation and fined, or warned/reprimanded/disciplined.
- 4.3.8 All state and local laws pertaining to moving violations shall also be enforced on campus.
- 4.3.9 Other parking violations are:
 - 4.3.9.1 Falsification of registration information;
 - 4.3.9.2 Improper zone parking (i.e. taking 2 stalls);
 - 4.3.9.3 No parking permit;
 - 4.3.9.4 Failure to display permit properly (Permit Placement, Sharing, or Fraud);
 - 4.3.9.5 Parking or blocking a fire lane (hydrant/emergency/red zone);
 - 4.3.9.6 Driving/Parking any unauthorized motor vehicle on a sidewalk or lawn;
 - 4.3.9.7 Blocking or parking in front of an access road, driveway, barricade or gate;

- 4.3.9.8 Failure to obey signs, street, pavement, or curb markings;
 - 4.3.9.9 Parking in reserved zone or parking stall (i.e. handicap);
 - 4.3.9.10 Others as specified by the campus parking management department.
- 4.3.10 No overnight vehicle parking on campus except in designated areas.
- 4.4 Towing and Impoundment: Motor vehicles may be enforced by an immobilization device (booted), towed, or impounded at the owner's expense from any campus area if allowed to stand in violation of local, state, or college regulations.
- 4.4.1 Vehicles will be impounded if left in any position which constitutes a hazard; i.e., blocking a fire lane or hydrant, obstructing traffic, blocking a driveway, blocking a loading zone, etc.
 - 4.4.2 Non-registered and/or persistent violators may be subject to impound after 3 unpaid citations, including a warning.
 - 4.4.3 Vehicles may also be impounded if abandoned or disabled.
 - 4.4.4 Owners or operators of vehicles which become disabled on campus must notify the security/parking office within 24 hours to avoid receiving citations.
 - 4.4.5 A vehicle may be impounded by use of a "wheel lock" which may be placed by university personnel upon a vehicle in violation of parking or transportation violations on the campus.
 - 4.4.6 A fee must be paid before removal of the lock, or the vehicle will be towed to a state impound yard.
 - 4.4.7 The owner or operator of a towed vehicle will be required to pay all previous fines, the tow bill, and the storage fee before the vehicle will be released.
 - 4.4.8 If the vehicle is not recovered within thirty days of impound, it may become property of the state of Utah.
 - 4.4.9 A vehicle may be impounded for a first violation for parking in a red zone, emergency zone, or a yellow, reserved zone, or handicap/disabled zone.

V. References

5.1 Utah Code Annotated 53B-3, Sections 103, 107.

VI. Procedures

- 6.1 Violations and Fees: Violation fees and fines are payable online at parking.dixie.edu, or at the Cashier's Office during their standard operating hours.
- 6.1.1 If the Pay Within Five Days amount is not cleared within five working days, an additional fee may be added to reach the full fine of the violation.
- 6.1.2 If the fine is not cleared within 30 calendar days of the violation, a late fee may be added.
- 6.1.3 Students with unpaid fines will not be permitted to re-enroll, graduate, obtain a transcript, or transfer their student records until the fines are paid.
- 6.1.4 Student offenses which necessitate disciplinary measures in addition to violation fees assessed, may be referred to the student affairs committee where further disciplinary action may occur.
- 6.2 Parking Appeals: Anyone issued a citation or fine may submit an appeal for his/her ticket to the Parking Appeals Committee.
- 6.2.1 The appeal must be made within 15 working days after the citation is issued to the Parking Appeal Committee at parking.dixie.edu, or the right to appeal is forfeited.
- 6.2.2 The committee will meet and/or discuss appeals and modify, nullify, or uphold the citation.
- 6.2.3 The committee shall consist of a chair, at least two students, two staff members, and one faculty member.
- 6.2.4 The individual making the appeal may have rational and/or evidence, etc. to assist his/her appeal. After reviewing the appeal, the committee will render a decision which will be final.
- 6.2.5 The decision of the committee will be given to the appellate party immediately after the hearing, and a written copy of the decision will be sent to him/her.

6.2.6 If an individual is not satisfied with the decision of the appeals committee, he/she may respond to the parking appeals committee with additional information and/or evidence.

VII. Addenda – N/A

Policy Owner: VP, Administrative Affairs

Policy Steward: Director of Event Services & Risk Management

History:

Approved 4/26/96

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