Policy Name: WNMU Parking and Traffic Regulations Policy

Responsible Department: Campus Police

Approving Body: Policy Committee

Approved Date: Tuesday, December 15, 2014

Purpose:
N/A

Policy:
I. SCOPE AND OBJECTIVES

A. GENERAL

1. The purpose of these regulations is to provide for optimal use of WNMU parking facilities.

2. Parking and traffic regulations are available to all visitors and members of the university community at campus police building.

3. All students, faculty, staff, and frequent visitors who park anywhere on campus must register with campus police and display their parking permit. This provision does not apply to individuals parking in the visitor area (purple). The individual in whose name a permit is issued or who registered the vehicle(s) with campus police will be responsible for any violations of the parking and traffic regulations. Any department expecting visitors should contact the campus police department prior to the visitors arrival to get a temporary, or visitors pass. Additionally all motor vehicle statues of the State of New Mexico apply.

4. Parking lots are restricted from 8:00 AM through 5:00 PM Monday through Friday on days classes are in session and during exam weeks. Regulations are in effect 24 hours in the following designated areas: Housing residents, Handicapped (blue curbs), Emergency/Fire (red curbs), Service zones (green curbs), No parking zones, Driveways, Handicapped ramps, and yellow curbs within the campus.
5. The university reserves the right to block or otherwise restrict parking areas for maintenance, special, athletic, and other events.

6. The university assumes no responsibility for the care or protection of any vehicle, or its contents at any time, including a vehicle which is in a parking area.

II. REGISTRATION
A. REQUIREMENTS

1. All students, staff, faculty, and frequent visitors who operate a motor vehicle on campus must register and display a current identification sticker on the vehicles at all time. Register vehicles at campus police. There is no charge for permits. The vehicle is not considered registered until the permit is placed on the rear view mirror or on the dashboard where it can be seen. Permits expire August 15th of each year.

2. General visitor zones are provided for occasional visitors to campus (purple), but those individuals who are frequent visitors to the campus or who wish to park in areas other than those designated as general visitor parking areas (purple) are required to obtain a general parking permit from the campus police.

3. Only parking permits issued or authorized by campus police are valid. Such substitutes as signs or permits made or issued by others, handwritten noted left on the exterior of the vehicle etc., are unacceptable, and will not be honored by enforcement personnel, unless prior authorization is approved.

4. In order to register a vehicle on campus, the vehicle’s current registration document must be presented.

B. PERMIT COSTS

1. There is no charge for parking permit. Vehicles belonging to or used by student, faculty, and staff must display a current WNMU parking permit. For purposes of parking registration a year is considered to be August 15th through August 14th of any given year.

2. Parking permits must be obtained at the campus police department. Parking permits are issued by campus police upon proof that there are no outstanding parking citations pertaining to the individual and/or vehicles (s). Any person who has one or more outstanding parking citation (s) will be denied a parking permit by campus police until all outstanding citations are paid.
3. Visitors: Individuals defined as visitors in these regulations are not subject to parking fees at this time, but are required to obtain a visitor pass in advance from campus police unless parked in a general visitor area.

4. Vehicles displaying official, government, state agency, “G”, license plates are not required to obtain a parking permit.

C. PERMIT PLACEMENT
1. Upon registration of the vehicle, a parking permit will be issued to students, faculty, and staff. The permit should be displayed on the rear view mirror. Wording and numbers are to be in the upright position and clearly visible from the outside. Permits are transferable and may be displayed on up to two (2) vehicle(s) to which the permit was issued by campus police.

3. Permits are not required for motorcycles.

4. Any other permit or place card issued by campus police must be displayed as required by the instructions on the permit.

5. To be valid, a permit or place card must be displayed as required and cannot be altered or defaced in anyway.

D. REQUIREMENTS FOR CHANGED STATUS, LOST, STOLEN, EXPIRED, OR MUTILATED PERMITS

1. A new parking permit must be obtained from campus police when:
   A. The owner changes vehicles.
   B. The permit designation is changed. Example: Moving on/off campus.
   C. The classification is changed. Example: Student becomes staff.
   D. The permit is lost or stolen.
   E. The permit becomes mutilated or unreadable.

2. A permit must be canceled, removed and returned to campus police when:
   A. Employment with the university is terminated.
   B. A student who graduates, withdraws or is suspended from the university.
   C. The vehicle is sold.

3. Campus police must be notified within 72 hours when there are changes in the registration of the vehicle, such as changes of ownership, address, vehicle color, or license plate.

E. HANDICAPPED PARKING PERMITS
1. All students, faculty, staff who are physically handicapped must obtain a handicapped parking permit issued by the New Mexico Motor Vehicle Division and must be displayed along with a current sticker from WNMU.

F. FUEL EFFICIENT VEHICLE PARKING
To encourage the use of low emitting and fuel efficient vehicles, WNMU will provide preferred parking to individuals who drive these vehicles. Full-time students, full-time faculty, and permanent staff will be provided fuel-efficient parking permits on a first-come, first-served basis. Vehicle must meet the minimum green score of 40 on the American Council for Energy Efficient Economy (ACEEE) annual vehicle rating guide. Special “Fuel Efficient Vehicle” parking permits will be available at the Campus Police Department.

G. FRAUDULENT PRACTICES
It shall be unlawful to intentionally falsify the information on the parking permit application. Fraudulently obtaining a parking permit, fabricating a parking permit, or in any way illegally obtaining parking privileges will be considered in violation of these regulations, which may be grounds for cancellation of parking privileges on campus in addition to any penalty authorized by law.

H. THEFT OR LOSS OF PERMIT
Theft or loss of a parking permit must be reported to campus police immediately upon discovery.

III. PARKING REGULATIONS
These regulations are applicable to all users of the University facilities: Faculty, Staff, Students, and Visitors, ETC.

A. EFFECTIVE HOURS
Lots are restricted from 8:00 AM to 5:00 PM, Monday-Friday on days classed are in session and during exam weeks. Regulations are in effect 24 hours daily in the following designated areas:

- Handicapped (blue curbs)
- Fuel Efficient Vehicle Parking (signs)
- Emergency/Fire (red curbs)
- Service zones (green curbs)
- Visitor zones (purple curbs)
- Museum visitors zone (purple curbs)
- Housing residents (Eckles, Ritch, Muir, Regents, and Centennial).

IV. PARKING FINES
Penalties for parking in the following areas will be assessed as follows:

Handicap $60.00 (first offense) $120.00 (second offense).
Fire Lane $80.00.

Campus Traffic Regulations (dorm restricted areas, visitor parking, and no permits) $20.00 up to a maximum of $50.00.

Improper Parking (yellow zones, double parking, no parking areas, parking in crosswalks, fuel efficient vehicle parking, and official zones) $20.00 up to a maximum of $50.00.

Procedures:
None