

PIEDMONT VIRGINIA COMMUNITY COLLEGE

XII – SAFETY AND SECURITY POLICIES

XII – 6.0 PARKING AND VEHICLE REGISTRATION POLICY

Policy #:	XII – 6.0
Effective:	
Revised:	12/18/06, 8/2008, 7/2009, 10/2012, 11/2016
Responsible Dept.:	VPFAS

1. STUDENT PARKING

The College has designated parking areas for students. All students, both day and evening, must obtain a parking decal to park in these areas. Students should fill out a vehicle registration card during class registration and secure a decal to be placed on or in the rear window of the student's vehicle. It is the student's responsibility to ensure that the decal is visible. Student decals are also available at the security office (Main Building, Room 218). Registering online does not excuse a student from the requirement to register their vehicle and secure a parking decal.

Each vehicle a student operates must have a decal to park on the PVCC campus. The general traffic regulations of the state are applicable on the PVCC campus. Fines will be imposed on those who violate college traffic and parking regulations. Students are responsible for any violation committed by the operator of a vehicle registered in the student's name. There is no charge for a student parking decal. Not registering a car is a parking violation subject to the same fine as other general parking violations.

Lot 1 is reserved for faculty, staff, and visitor parking from 7:00 am to 5:00 p.m., Monday through Friday. Lot 2 is reserved for faculty, staff, and visitors from 7:00 am to 6:30 pm. Monday through Friday. Student parking is located in Parking Lots 3 and 4. Repeated violators may lose on-campus parking privileges if parking citations are not paid or canceled on appeal. The fine for general parking violations is \$20.00. Requests for parking fines should be made in writing to the Parking Appeals Panel through the Vice President for Finance and Administrative Services (Main Building, Room 241). Appeal forms are available at the Cashier's Office (Main Building, Room 245) or online at [PVCC Request to Void Parking Ticket \(s\)](#).

Students whom the College employs on a part-time basis are not eligible for employee parking permits. Interns must obtain a student parking decal and park in student parking.

2. HANDICAPPED PARKING

The Virginia Department of Motor Vehicles can only issue handicapped parking permits that allow parking in designated accessible parking spaces. The College is not authorized to issue permits for parking in handicapped spaces. All people, including students with valid handicapped parking permits, may park in any handicapped area in any College parking lot. The fine for illegally parking in a handicapped space is \$100.00. Albemarle County and state authorities may also issue tickets for parking in a handicapped space or for other violations (such as blocking a fire hydrant). The fines for tickets issued by county and state authorities are typically higher than those issued by the College.

3. COMMON TRAFFIC OFFENSES

In addition to parking in an employee or visitor parking space, the following are common traffic offenses:

Parking outside of a designated parking space; parking at a yellow curb; parking or stopping in a driveway to block the use of the driveway to others; parking within 15 feet of a fire hydrant; parking in a bus zone or fire lane as indicated by signs or marks upon the road or curb; parking in a loading zone as indicated by signs or marks upon the street or curb; parking on the grass unless such parking is characterized by a sign as being permitted; parking in a zone or area designed by signs as reserved for restricted parking; failing to register a vehicle; expired decal; driving in a direction opposite to the marked traffic

Arrows.

Vehicles cannot be left unattended for a period exceeding 15 hours or parked overnight without prior consent from the Department of public safety and campus police. As a general policy, overnight parking will not be permitted except for official college purposes or emergencies. The Office of public safety and campus police (cell phone number 434-981-6362) should be contacted if circumstances require extended or overnight parking permission.

4. EMPLOYEE PARKING

PVCC employees are issued permanent hang tags. Employee hang tags are available from the public safety office and campus police. Adjunct faculty are given temporary hang tags available from the division offices. Employees with properly registered vehicles may park in student parking areas anytime. Employees are subject to the same regulations regarding traffic offenses and appeals of parking fines as students. Overflow employee parking is available in parking lot 3. Employees are not permitted to park in the visitor parking.

5. VISITOR PARKING

Short-term (2 hours or less) visitors should park in designated visitor parking spaces and do not need to secure a visitor's parking permit. Visitors who will be on campus for more extended periods or must park in areas other than those marked explicitly for visitors should obtain a visitor's parking permit. Visitors are not permitted to park in reserved spaces. Visitor permits are available at the main building reception desk, public safety office, and campus police. Students and employees may not park in visitor spaces. Visitors are subject to the same regulations regarding traffic offenses and appeals of parking fines as are employees and students.

VIP visitor parking may be reserved by the President's Office and the Office of Institutional Advancement and Development for board meetings and VIP visitors. Other college offices are not authorized to reserve visitor parking.

6. LIABILITY

PVCC will not be responsible for loss or damage to motor vehicles or their contents while on college property. Drivers should use caution and good sense while in the parking areas.