

COLLEGE TRAFFIC AND PARKING REGULATIONS

GENERAL REQUIREMENTS

Colby Community College (CCC) students, staff and faculty are required to (1) register their vehicles in order to use on-campus parking, (2) display a current CCC parking decal on their vehicle while parked on campus, and (3) park only in the parking lots authorized by their parking decal.

Student parking decals are non-transferable.

Loss or destruction of a parking decal should be reported to campus security as soon as possible.

STUDENT PARKING REGISTRATION

Parking permits for students can be obtained from the Director of Campus Security. Students living in the residence halls are not charged for a parking permit.

Parking permits for students living off-campus are purchased in the Student Accounts office for a fee of \$25.00.

If a student moves from campus housing or to campus housing during the academic year, he/ she is required to simultaneously change their vehicle's parking registration.

STAFF AND FACULTY PARKING REGISTRATION

Parking permits for staff and faculty are available from the Director of Campus Security. Staff and faculty are not charged a fee for a parking permit.

WHERE TO PARK

Parking lots are designated by a letter code which corresponds to a permit sticker color. Vehicles must be parked in the lot for which they are registered (see map). Lot codes and permit colors are as follows:

I Am A....	Parking Lots	Sticker Color
Krehbiel, Schnellbacher or Strutt Hall Resident	A or B	Yellow
Mosier, Tangeman, or Hines Hall Resident	A or B	Yellow
Embree Hall Resident	A or B	Yellow
Off Campus Resident	C-G	Blue
Staff or Faculty	C-G	White

Permit parking for lots A and B will be enforced at all times during fall and winter semesters. Permit parking restrictions in lots C through G shall be enforced Monday through Friday between 8:00 a.m. and 5:00 p.m.

DISPLAY OF PARKING PERMIT

Parking decals are to be displayed in a **lower corner** of the rear window (decals for convertibles, lowered rear windows or trucks with campers should be displayed in the lower right-hand corner of the windshield).

VISITOR PARKING

Visitor parking is reserved for persons who are not CCC faculty, staff or student.

WHERE NOT TO PARK

Areas where students, staff and faculty are never permitted to park include:

- Areas marked with a yellow curb
- Emergency access areas in front of each residence hall
- Driveways and access lanes
- Trash pick-up areas
- Crosswalks
- Fire zones
- Parking areas reserved for Campus visitors (i.e., the circle drive) or specific faculty and staff
- Areas designated for service/delivery
- Accessible parking- without a visible permit

ACCESSIBLE PARKING

Accessible parking spaces are for those with state-issued parking permits. Vehicles not displaying an accessible permit and parked in an accessible parking space will be ticketed and/or towed as per CCC Policy.

Persons with disability placards are required to carry their identification card, issued with their placard or plate, at all times when the vehicle is being used by, or for, the transportation of the person with the disability.



CITATIONS/PAYING FINES/APPEALS

Citations issued to a vehicle are the responsibility of the individual that registered the vehicle with CCC. If the vehicle is not registered with CCC, then the registered owner of the vehicle is responsible for parking citations issued for the vehicle.

Fines must be paid by the end of the semester in which they are issued. Fines are to be paid at the Student Accounts Office, located in the Student Union. Anyone who receives a parking citation has five (5) days to dispute the citation with the Director of Campus Security. Appeals must be submitted to security@colbycc.edu. If you wish to appeal the citation further, you may do so by emailing the Executive Vice President, Nikol Nolan, at nikol.nolan@colbycc.edu. Appeals must be made within 14 calendar days of the citation date. The decision of the Executive Vice President is final.

OTHER COLLEGE TRAFFIC AND PARKING REGULATIONS

Vehicles parked on campus or at the college farm must display current license plates or a current temporary registration certificate for that vehicle.

CCC reserves the right to restrict parking without prior notice due to special events or construction. It is against regulations to move a barricade or orange cone to occupy a parking stall.

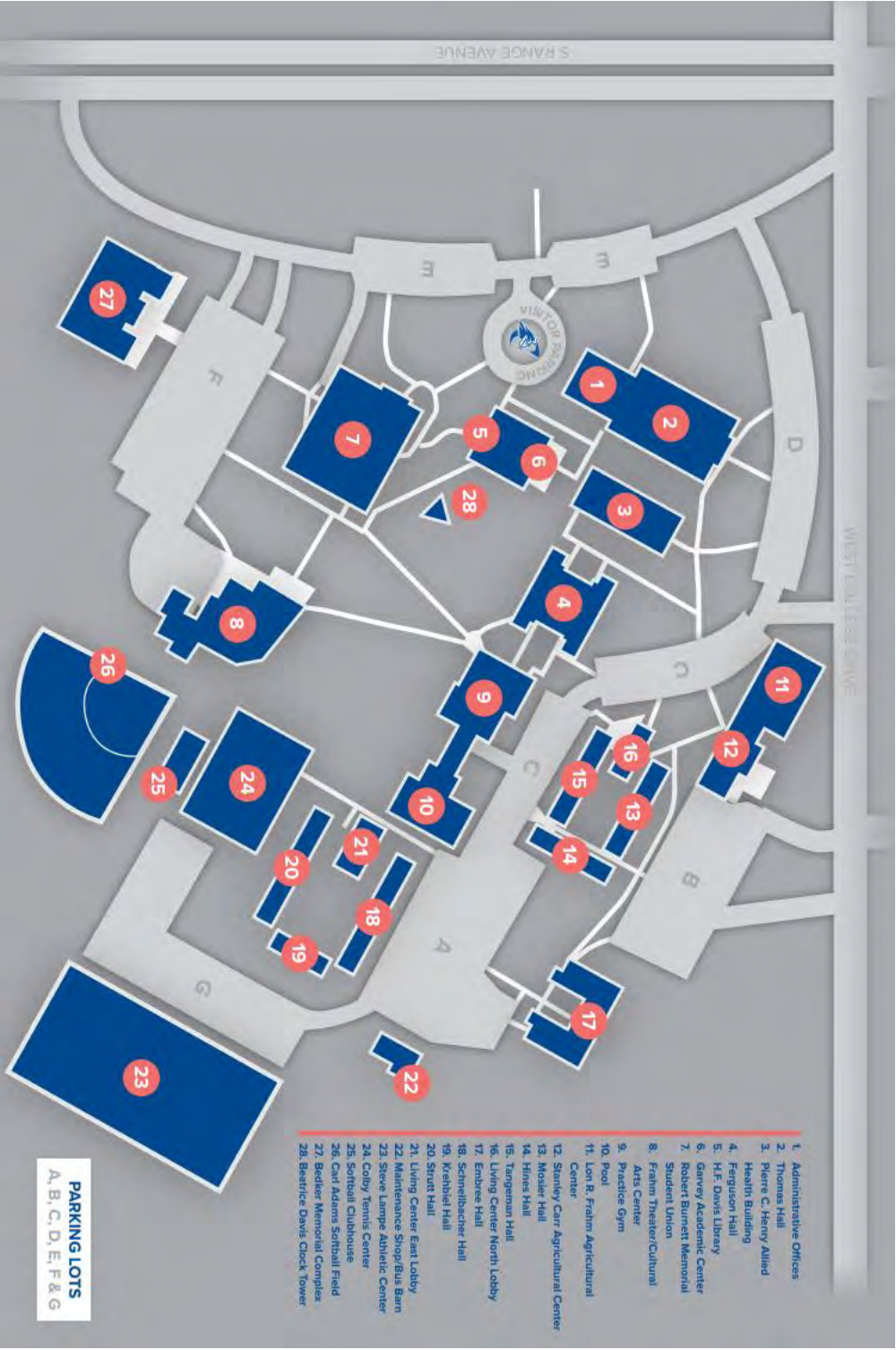
Repair work on vehicles involving removal of major parts from the vehicles is prohibited.

Questions pertaining to traffic and parking on the CCC campus should be directed to campus security.



Colby Community College

Campus Parking and Traffic Guide



Policy Violation	First Offense	Second Offense	Third Offense
Parking without a valid permit or in an unauthorized area	\$50 Citation	\$100 Citation	\$200 Citation*
Parking in reserved or otherwise designated parking (i.e. Handicap, Visitor and/or Circle Drive)	\$100 Citation	\$200 Citation	\$400 Citation*
Parking in "No Parking" designated areas	\$100 Citation	\$200 Citation	\$400 Citation*

*Each additional citation will double from the previous citation amount or vehicle may be towed at the owner's expense.
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