



Parking Rules and Regulations

Current Parking Rules and Regulations, as detailed in this document, can be found on the PCC website or may be picked up at the Welcome Desk (Pueblo Campus), Go!Zone (Fremont Campus), and Go!Zone (SCCC West Campus). These rules and regulations do not apply to the SCCC-East Campus in Durango as the parking is regulated by the property management for the building in which the offices and classrooms reside.

Section I – Authority, Purpose, Enforcement, and Definitions

Authority

The regulations contained herein are established by the PCC Police Department to make and promulgate rules and regulations related to the operation and parking of vehicles upon the grounds, driveways, or roadways within the property under the control of Pueblo Community College at the Pueblo, Fremont Campus in Canon City, and the SCCC-West Campus in Mancos. Students, Faculty, Staff, and visitors at all other campuses, sites, or locations shall adhere to the parking rules and regulations of that site.

Purpose

The regulations contained herein are established for the well ordering and government of Pueblo Community College and to provide for the safe and controlled operation and parking of vehicles upon the grounds, driveways, or roadways within the property under the control of the board.

Enforcement

- It shall be the responsibility of the Pueblo Community College Police Department to enforce these regulations.
- No person can authorize persons to park or drive in violation of these regulations without prior approval from the PCC Chief of Police or his /her designee.

Definitions

- College Property: Includes all College-owned facilities and grounds at any PCC campus/site or facilities leased by the College.
- Off-site locations: Locations not owned or leased by PCC where classes are held.
- Emergency Vehicle: any police vehicle, fire department vehicle, ambulance or other EMS vehicle.
- Employees: all full-time, temporary, special, or regular general faculty, professional exempt, and State classified personnel including all non-student hourly or part-time non-student temporary employees, faculty in a transitional appointment status, and resident employees of cooperating agencies housed on campus.

- Motor Vehicle: every vehicle, as herein defined, which is self-propelled without distinction between federal, state, or private ownership.
- Motorcycle: every motor vehicle designed to travel on not more than three wheels in contact with the ground.
- Motorized Bicycle: a vehicle having two or three wheels with operable pedals which may be propelled by human power or helper motor, or both, with a motor rated no more than two-brake horsepower, a cylinder capacity not exceeding 50 c.c.'s and an automatic transmission which produces a maximum design speed of not more than thirty miles per hour on a flat surface.
- Service Vehicle: any vehicle clearly marked with a firm or company name; or governmental license plate being used to provide service, commodities or designated by permit by College Public Safety or by College Facilities Management.
- Standing Violation: every cited violation of these Rules and Regulations not declared null and void by the Parking Appeal Board and those which are beyond the appeal period.
- Student: all persons enrolled in courses for credit and non-credit, except employees. Continuing education students, who receive course credit from another institution, are considered to be students for purposes of these Rules and Regulations.
- Visitor: any person who is not a PCC student or employee but who is on a PCC campus for any reason.

Section II – Applicability, Exemptions, and Divisibility

The regulations contained herein shall apply to all vehicles and users thereof, coming upon, or parking on the campuses of Pueblo Community College, unless otherwise stated in these Rules and Regulations.

Exceptions

- Emergency Vehicles: The operator of an authorized emergency vehicle may park or stand, irrespective of the provisions of these Rules and Regulations and may operate the emergency vehicle on the College campus in accordance with the provisions of the Colorado Motor Vehicle Code regulating the operations of emergency vehicles within the state.
- Reserved Parking: Reserved parking may be approved for a specific date and time during special events or visits by special guests by the PCC Police Department or appropriate branch campus dean when parking space is available. All requests shall be submitted in writing to the PCC Police Department or appropriate branch campus dean.
- Service Vehicles: The operator of an authorized service vehicle may park or stand in restricted parking areas, irrespective of the provisions of these Rules and Regulations, when service is being provided as long as life or property is not endangered.

Divisibility

Should any division, article or paragraph of these Rules and Regulations be declared unconstitutional or void by any court of competent jurisdiction, the remainder of these Rules and Regulations shall remain in effect.

Under such circumstances, the PCC Police Department, in conjunction with the President or designee, shall have the authority to establish a new division, article or paragraph for that which has been declared void or

unconstitutional. Any new section, article, or paragraph shall be submitted to the President's Office for ratification as soon thereafter as is practical. Minor changes to these rules and regulations may be made by the PCC Police Department without prior submission to the President's Office as long as a college-wide announcement is made notifying employees and students of a change to the published Parking Rules and Regulations.

Colorado Motor Vehicle Code, Incorporation

All of the laws of the State of Colorado and local ordinances concerning vehicles and their operation, including but not limited to the Colorado Motor Vehicle Code, are hereby incorporated in these Rules and Regulations as if reproduced herein in full. Pursuant thereto the posting of signs regulating traffic and parking by Public Safety shall be deemed to have been duly done by local authority as therein defined.

Section III – Parking Lot Designations

Pueblo Community College provides open parking on all campuses. Reserved and/or restricted parking will be identified with signage.

Section IV – Parking Permits

Parking permits are required and may be obtained at the Welcome Center – lower level of the Student Center on the Pueblo Campus, and at the on the Go!Zone for the Fremont and Southwest Colorado Community College campuses. A PCC Panther One card or photo ID is required to receive a parking permit. Temporary parking permits may be issued by the PCC Police Department or appropriate branch campus dean for special needs. Any person utilizing handicap parking must display a state issued handicap parking placard or handicap license plate.

OVERNIGHT PARKING

In the event an employee or student needs to leave his/her personal vehicle in a college lot overnight or for an extended period of time due to college-related travel or other extenuating circumstance, the employee/student shall notify the PCC Police Department or appropriate branch campus dean. Without notification, a vehicle left overnight or for an extended period of time may be deemed abandoned and can result in the vehicle being towed off campus at the owner's expense.

SECTION V – Penalties and Sanctions

Any person or vehicle found in violation of these Rules and Regulations may be subject to one or more of the following sanctions:

- College citation imposing a fine. All fines shall be paid to the Cashier's Office.
- Revocation or suspension of parking privileges.
- Referred to the Student Judicial Officer for disciplinary actions.
- Vehicle being towed.
- Uniform Summons and Complaint (State Ticket), which must be answered in the respective campus' County Court.

PCC PARKING VIOLATION FINES AND PENALTIES

Fifteen days from the date of the violation, a citation not otherwise waived, will be considered unpaid and delinquent. Discipline hearings can be held for any offense.

VIOLATION	FINE/PENALTY (per offense)
Forging or altering a parking permit	\$50 fine
Parking in fire lane	\$10 fine and/or vehicle towed
Parking in loading zone	\$10 fine and/or vehicle towed
Removing or attempting to remove any temporary barricades or other regulatory sign	\$10 fine
Stopping, standing, or parking in such a manner that vehicle obstructs traffic	\$10 fine and/or vehicle towed
Parking on lawn, curb, sidewalk or median strip	\$10 fine and/or vehicle towed
Parking in service drive	\$10 fine and/or vehicle towed
Parking in reserved area/space	\$10 fine and/or vehicle towed
Parking in violation of any regulatory sign	\$10 fine
Parking in restricted yellow zone	\$10 fine and/or vehicle towed
Overtime parking where space is signed to limit parking	\$10 fine

VIOLATION	FINE/PENALTY (per offense)
Failing to park wholly within the boundaries of a parking space	\$10 fine
Unauthorized parking in a handicapped zone	\$100 fine

FAILURE TO PAY COLLEGE PARKING CITATION FINES

- Any violator who incurs any monetary indebtedness will be treated as any other person who has a bill due and owing the College. Unpaid violations can result in additional fees, a hold being placed on transcripts, referral to state collections, and restriction from registering for classes.
- A \$5.00 late fee will be assessed every 15 days from the initial date of the ticket. (cap is \$30 per semester)

Section VI –Appeals Request

APPEAL PROCEDURES

- Any individual may submit an appeal for any citation issued providing it is made within seven (7) days of the date of the violation.
- To appeal a College parking citation, report to the Welcome Desk (Pueblo Campus), Go!Zone (Fremont Campus), and the Go!Zone and request an appeal form.
- No appeal will be accepted for a citation if the request is made past seven (7) calendar days from date of issue of the citation. Anyone who fails to file an appeal within seven calendar days from the date of citation shall be deemed to have waived the right to notice or hearing and will be subject to the monetary fees as herein provided.
- The Ticket Appeal Form should be returned to the Welcome Desk or the Special Assistant to the Dean at the appropriate branch campus.
- The appeal form will be reviewed by the PCC Chief of Police to determine if the ticket issued is appropriate for the violation. If determined that it is, then the Chief will forward the appeal to the appropriate campus designee for a final decision to be made. If the Chief determines that the ticket issued was not appropriate for the violation, then he/she has the authority to void the ticket.
- The person reviewing the appeal, whether the Chief of Police or the campus designee, will pass judgment and issue opinions based on these Rules and Regulations. Exceptions may be granted where circumstances may mitigate the infraction.

SECTION VII - Parking Fees

- Fees for student parking will be incorporated with the student’s tuition and fees.

- Full-time faculty/staff parking fees will be paid through monthly payroll deductions. Payroll deduction authorization is completed during the time of hire for full-time faculty and staff.
- Parking fees for part-time instructors and non-student hourly employees will be deducted on a per pay period basis so that fees are assessed for only pay periods in which the employee has actually worked.
- Special functions or non-campus related events may be charged a parking fee as required by the Student Center & Auxiliary Services Administration.
- The amount of the current parking fees are listed on the PCC website.

Section VIII – Revenue Generated

All revenue derived as a result of these Rules and Regulations shall be paid into the College's Parking Operations Fund to be used in meeting the costs of the parking program, for promoting campus safety, and for improving parking and campus road facilities.

Section IX – Traffic Violations

Traffic regulations on the College campus shall be enforced in conjunction with the Motor Vehicle Laws of the State of Colorado, Colorado Revised Statutes 2012, Title 42 – Vehicles and Traffic Regulation of Vehicles and Traffic and acts amendatory thereto.