These procedures are intended to promote safe and orderly movement of traffic within District property for the safe and orderly parking of vehicles and bicycles.

All applicable provisions of the California Vehicle Code are expressly applicable both on and off paved roadways.

Parking of motor vehicles and bicycles is limited to specially designated areas. Fee permits are required. Vehicles or bicycles parked in violation of the provisions of this code are subject to fines, towing, or impoundment.

All persons who enter on the college are charged with knowledge of the provisions of this procedure and are subject to the penalties for violations of such provisions.

- Automobile fee permits are required. All vehicles parked on any Cabrillo College site must display a valid parking permit. Vehicles or bicycles parked in violation of the provisions of this code are subject to the penalties for violations of such provisions.

- The operation of a motor vehicle or bicycle on Cabrillo College property is a privilege granted by California Vehicle Code 21113a and 22507.8. For the purpose of enforcing parking regulations, all student and staff vehicles parked at the Aptos, Watsonville or Scotts Valley campus must be registered with campus police. Parking provisions of the California Vehicle Code (such as parking at red curbs, loading zones, fire lanes, and handicapped parking violations) will be enforced 24 hours a day, seven days a week.

- Fines shall be imposed for violation of regulations. Amounts shall be established based on severity of offense, type and cost recovery for mandates and enforcement. Reference amounts shall be established and subject to periodic adjustment.

- The District accepts no responsibility for damage to vehicles parked on District property or for their contents.

- Staff parking permits must be displayed on the left of the rear window or on a displayer that is affixed to the rear view mirror in order to be clearly visible from the rear of the vehicle. Failure to properly display the parking permit will result in the issuance of a parking citation. There will be a definite date of compliance issued, a grace period during which an old permit will be honored after checking to determine if it belongs to a current employee, and a warning will be given to a current employee using an expired permit.

- Campus Seminars and Workshops: College departments hosting seminars and other special or grant-funded events where outside participants pay a registration fee and/or receive a benefit from the college will be required to charge a parking fee for attendees to park on campus. Payment of this fee can be charged to the event holder.
• **Rental/Use of College Facilities:** Groups that rent college facilities will be charged a parking fee for the event. This fee is determined through coordination between the event holder and designated District Official(s) and may include a flat usage fee or a daily use fee that is handled by issuance of a special permit.

• **Appeal Information:** See back of ticket.
  
  • Parking citations shall not be voided for faculty and staff who park in expired metered parking spaces, red curbed zones, outside of marked parking spaces or for non-handicapped faculty and staff members who park in designated handicapped parking spaces.
  
  • Citations for “No Valid Permit Displayed” issued to permit-eligible employees shall be void.

In accordance with California Vehicle Code Section 21113a, it shall be a misdemeanor for any person to do any act forbidden or fail to perform any act required in these procedures.

**References:**

*Education Code Section 76360;*

*Vehicle Code Section 21113 and 22507.8*

Approved: December 17, 2014