

**Coast Community College District  
ADMINISTRATIVE PROCEDURE**

Chapter 6

Business and Fiscal Affairs

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**AP 6750 Parking and Traffic**

**References:**

Education Code Section 76360;  
Vehicle Code Sections 21113, 22658;  
BP and AP 7270 Student Assistants

By authority of Vehicle Code Section 21113, the following parking and traffic rules have been adopted to facilitate vehicular movement and parking and provide for the safety of all persons using the District premises. These parking and traffic rules will be in effect 24 hours a day. In accordance with Vehicle Code Section 21113, it shall be an infraction for any person to do any act forbidden or fail to perform any act required in this Procedure.

Authorization is granted to the College Public Safety departments to issue parking citations within the confines of the District sites. Citations will be issued for violation of the parking rules as outlined below. Automatic penalties will be assessed on all fines not paid prior to the specified due date. In addition, vehicles or bicycles parked in violation of the provisions of this Procedure are subject to fines, towing, and impoundment. The Department of Motor Vehicles (DMV) may place a hold on vehicle registration for unpaid parking tickets.

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

All persons who enter onto the District premises are charged with knowledge of the provisions of this Procedure and are subject to the penalties for violations of these provisions. Specific information regarding parking rules and fees, as set forth below, is also posted on each College's website.

**ARTICLE I - Parking Permits**

Section 101 All parking permits are issued under the authority of the administrative staff of the College.

Section 102 A valid permit or valid visitor pass must be purchased and the vehicle license plate number must be entered into the system when purchasing the permit in order to park on District premises during the hours of 7 a.m. to 10 p.m., Monday through Thursday; and 7 a.m. to 5 p.m., Friday.

Section 103 A parking permit is valid when issued by or authorized by the District, Coastline Community College, Orange Coast College, or Golden West College. Permits being utilized by anyone other than by whom the permit is issued to is strictly prohibited.

Section 104 Some District facilities do not require parking permits to legally park a vehicle in appropriate marked stalls. District sites requiring parking permits are clearly identified with signage at the entrance and various appropriate locations of the facility.

Section 105 Staff permits are issued at no charge to all District employees exclusive of student assistants (terms and conditions under which students are employed by the District are addressed in BP and AP 7270, Student Assistants). The issued staff permit will authorize parking in "staff parking" areas at all District sites.

## **ARTICLE II. General Traffic**

Section 201 No person shall fail to obey any official sign erected or maintained regarding these traffic rules.

Section 202 The driver of a vehicle shall yield the right-of-way to pedestrians.

Section 203 No driver approaching the rear of a vehicle which is yielding the right-of-way to a pedestrian shall overtake or pass that vehicle.

Section 204 No person shall drive or ride any vehicle, skateboard, roller skate, roller blade, bicycle, or scooter in willful, wanton, or reckless disregard for safety of persons or property.

Section 205 No person shall drive or ride a motor-driven scooter or motorcycle on any College or District Office walkway.

Section 206 No person shall ride skateboards, roller skate, or roller blade within the confines of the campus other than on specified routes designated by each College, if any.

Section 207 No person shall operate a motor vehicle on any sidewalk, unpaved pathway, field, or any lawn or landscaped area, except for emergency or maintenance vehicles.

Section 208 No person shall sleep overnight, or remain overnight, in any vehicle on campus. No vehicle shall be parked overnight on campus (midnight to 6:00 a.m.) without permission from the College Public Safety Department, with the exception of electric vehicles that are actively plugged into an Electric Vehicle ("EV") charger, and vehicles belonging to residents of the housing facility at Orange Coast College which can be parked overnight in the designated parking lots - Housing Lot and E Lot North.

Section 209 No person shall drive a motor vehicle into a College or District Office parking area except by using roadways and drive lanes. All vehicles must travel only in the direction indicated by traffic signs or marking on the roadway.

Section 210 No person shall park any vehicle of any kind containing merchandise or food offered for sale on campus without the written permission of the President or designee.

### **ARTICLE III. Speed Regulations**

Section 301 No person shall operate a motor vehicle or bicycle within the confines of the College or District Office parking lots at a speed greater than 15 miles per hour, or as posted, except for emergency vehicles. The maximum speed limit on the interior of the College or District Office is 5 miles per hour.

Radar may be used at the Colleges to enforce posted speed limits.

Section 302 No person shall operate a motor vehicle, motorized cycle, or bicycle at a speed or in a manner that disregards the safety of persons or property.

### **ARTICLE IV. Parking**

Section 401 No parking is allowed in any area that does not have a clearly marked stall, except designated dirt lots.

Section 402 Vehicles parking within a stall shall not overlap the lines that designate the stall.

Section 403 No persons shall park or leave standing a vehicle on any walkway, landscaped area, driveway, road, or field without prior approval of the College Public Safety Department.

Section 404 No person shall park or leave standing a vehicle not a motorcycle or moped in an area designated for motorcycles only.

Section 405 No vehicle shall be parked backwards in diagonal parking stalls.

Section 406 No person shall park or leave standing a motor vehicle blocking traffic lanes on any College or District Office roadway or parking lot.

Section 407 When official signs or marking (such as red curbs) prohibiting and/or limiting parking are erected or placed upon any street, road, or area, no person shall park or leave standing any vehicle upon such street, road, or area in violation of any such sign or marking.

Section 408 No person shall park a vehicle in an area marked "visitor area" for longer than posted on signs.

Section 409 No person shall park in any area marked in blue "Handicapped Parking" unless a handicapped placard/license plate issued by DMV is displayed on the vehicle.

Section 410 No person shall park in an area posted or marked "Staff Parking" unless a valid staff parking permit was issued for the user.

Section 411 No person shall park any vehicle in any fashion so as to create a traffic hazard.

Section 412 No person shall park at the College or District office in a designated permit area without having been issued a valid parking permit.

Section 413 Vehicles parking in metered stalls must pay for use of the stall as indicated on the meter or have purchased an hourly or daily permit.

Section 414 Vehicles parking in EV stalls must be actively plugged in to the EV charger. Vehicles that are actively plugged in are exempt from Section 412.

## **ARTICLE V. Schedule of Bail**

The following bail schedule is in effect:

<u>Section</u>	<u>Violation</u>	<u>Bail</u>
103	Unauthorized Use of Permit (stolen/forged/altered)	\$ 40.00
201	Failure to Obey Signage	\$ 35.00
202	Failure to Yield	\$ 35.00
203	Passing a Yielding Vehicle	\$ 35.00
204	Reckless Driving	\$ 35.00
205	Motorized Vehicles on Campus	\$ 35.00

206	Non-motorized Vehicles on Campus	\$ 15.00
207	Driving off pavement	\$ 35.00
208	Overnight Parking	\$ 35.00
209	Wrong-way Driving	\$ 35.00
210	Unauthorized Sales/Distribution	\$ 35.00
301	Excessive Speed	\$ 35.00
302	Reckless Disregard for Safety	\$ 35.00
401	Parked Outside Marked Stall	\$ 35.00
402	Parked Overlapping Stalls	\$ 35.00
403	Parked on Restricted Area	\$ 35.00
404	Parked in Motorcycle/Moped Area	\$ 35.00
405	Backed into Diagonal Stall	\$ 35.00
406	Parked Blocking Traffic	\$ 40.00
407a	Parked in Prohibited Parking Zone (i.e., red curb)	\$ 40.00
407b	Limited Parking Zone Violation (i.e. timed or loading)	\$ 35.00
408	Parked Overtime in Visitor Area	\$ 35.00
409	Parked in Handicapped Area	\$ 250.00
410	Parked in Staff Area	\$ 35.00
411	Parked Creating Traffic Hazard	\$ 40.00
412	Lack of AValid Parking Permit	\$ 35.00
413	Expired Parking Meter	\$ 35.00
414	Parking in Electric Vehicle stall without charging	\$ 35.00

**ARTICLE VI. Abandoned Vehicles**

Section 601 No person shall abandon or leave standing any vehicle or motorized cycle on District or College property in excess of 96 hours. All such vehicles will be stored under authority of Section 22658 (a) of the Vehicle Code.

Section 602 Any person who abandons a vehicle or motorized cycle on District or College property, or who violates rules that require towing of such vehicle will be responsible for payment of all towing and storage charges.

## **ARTICLE VII. Field Trips**

All persons who participate in a field study program or field trip must complete a special permit stating the length of time the vehicle will be left on campus and when the vehicle will be removed.

It is the responsibility of all field study program advisors/instructors to obtain the special Overnight Parking permit forms from the College Public Safety Department.

Vehicles left overnight shall park in an authorized parking lot.

## **ARTICLE VIII. Repeat Offenders/Sanctions**

1. Violation of any of these rules is cause for a citation to be issued.
2. Repeated, habitual, or aggravated violations or failure to pay fines may cause the vehicle to be immobilized or stored at the expense of the vehicle owner.
3. The District and its employees shall not be held liable for loss or damage of any kind resulting from such immobilization or storage.
4. Students who fail to pay parking fines may have their academic records encumbered until all outstanding fines have been paid. Penalties may be added to each citation. The DMV and a collection agency may be notified.
5. Lack of familiarity with these rules does not constitute a defense for failure to comply with them.

The responsibility for finding a legal parking space rests with the motor vehicle operator. Lack of space is not a valid reason for violating these rules.

## **ARTICLE IX. Electric Vehicle Charging Stations**

Unless otherwise stated, all provisions of this Procedure shall be applicable to electric vehicles.

The usage rates for EV charging shall be \$1.25 per hour for the first four hours and \$3.00 per hour thereafter.

Combined and renumbered from CCCD Policies 6751 and 6752, December 2, 2013  
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