The materials below consist of regulations of the State University of New York Board of Trustees. However, it is not the Official Compilation of the Codes, Rules, and Regulations of the State of New York. Readers are advised to refer to the Official Compilation (8 NYCRR Part et seq)in case of questions.

PART 565

STATE UNIVERSITY COLLEGE AT PLATTSBURGH

Sec.

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§ 565.1 Preamble.

This Part governs vehicular and pedestrian traffic and parking upon the highways, streets, roads and sidewalks owned, controlled or maintained by the State University of New York College at Plattsburgh, New York, and shall apply to students, faculty, staff, and visitors and all other persons upon such premises. Faculty includes those persons listed or eligible for listing in the official faculty directory and visiting faculty as designated by the president of the college. Staff includes those persons listed or eligible for listing in the official staff directory. A visitor is other than faculty, staff or student.

§ 565.2 General.

(a) The Vehicle and Traffic Law of the State of New York is applicable and enforceable on property maintained by the State University. All drivers are expected to know and observe campus traffic and parking regulations and traffic ordinances of the City of Plattsburgh where they apply.

(b) A violation of any applicable section of the Vehicle and Traffic Law shall be a misdemeanor or traffic infraction as designated in such law, and shall be punishable as therein provided.

(c) Such laws adopted above shall be enforced in any court having jurisdiction.

(d) A complaint regarding any violation of the Vehicle and Traffic Law, or any traffic ordinance applicable on such premises, shall be processed in accordance with the requirements of applicable law.

(e) No person shall drive a vehicle on University streets, roads or highways at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing, but in no event shall a person drive a vehicle in excess of 30 miles per hour unless a different speed is authorized and indicated by the University.

(f) No person shall park a vehicle on the premises of the University in such manner as to interfere with the use of a fire hydrant, fire lane or other emergency zone, create any other hazard or unreasonably interfere with the free and proper use of a roadway or pedestrian way.

(g) Parking fees as approved by the chancellor, or designee, shall be charged for motor vehicles parked within designated lots, consistent with applicable collective bargaining agreements and in accordance with guidelines established by the chancellor or designee. Such guidelines shall provide that the determination of the amount of the fee be substantially based on an analysis of the costs attributable to the operation and maintenance of the parking facilities owned and operated by the University.

(h) All regulations pertaining to motor vehicle registration and operation are enforceable 24 hours a day throughout the entire year, except as otherwise prescribed by the University Police Department.

(i) Until rescinded, any individual who is a member of the faculty, staff or student body is required to register

motorized vehicles (motor vehicles, motorcycles and motor scooters) for use on campus.

(j) Parking is prohibited in those areas designated by posted signs.

(k) The driving of a motor vehicle is permitted only on established campus roadways. Campus service vehicles are exempt from this regulation.

§ 565.3 Registration.

(a) All faculty, staff and students who drive on campus must register their vehicles at the University Police Department at a fee as approved by the chancellor or designee. Official college parking permits will be issued there for the current academic year or summer session. The University Police Department is located in the Health Services Building, and is open 24 hours a day, seven days a week.

(b) Permits must be displayed no later than 48 hours after the first day of classes of that session. Persons joining the college after the opening of the session must display such a permit 48 hours after reporting to the college.

(c) One hang-tag parking permit will be issued to each campus registrant, to be used in any vehicle while parked on campus. A replacement permit will only be issued whereupon the original issued permit is reported as lost or stolen to University police. Anytime the vehicle is parked on campus, the permit must be hung on the interior rearview mirror, prominently displayed in viewed through the front windshield. Any parking violation charged to the permit number will be the responsibility of the campus registrant to whom the permit was issued, regardless of vehicle ownership. Note that New York State Vehicle and Traffic Law prohibits any object that obstructs the operators view when the vehicle is moving. Permits should be displayed only when parked on campus.

(d) Motorcycles and motor scooters parked on campus must be registered. Parking permit decals for motorcycles and motor scooters must be displayed on the left fork above or below the inspection sticker.

(e) Any change of vehicle license or registration shall be reported to the University Police Department within 48 hours.

(f) Faculty, staff and students who are forced to use a vehicle without a permit in an emergency must apply to the University Police Department for a temporary pass. Temporary use of a motor vehicle on campus requires that a temporary permit be issued by the University Police Department. Failure to display a pass could lead to a violation penalty as an unregistered vehicle.

§ 565.4 Parking areas.

(a) Students, faculty, staff and visitors shall park only in areas authorized (see approved parking areas in subdivision [e] of this section). No deviation from this policy will be permitted unless approved by the Chief of University Police.

(b) Vehicles must be parked between lines.

(c) Parking lights or flashers must be turned on when vehicles are loading or unloading materials. Loading or unloading is limited to 15 minutes in service areas only.

(d) Storage of vehicles (inoperative or unlicensed) in campus lots is prohibited unless permission is given by the University Police Department. Vehicles so stored will be towed away at the owner's expense.

(e) Areas designated in these regulations as parking areas shall be restricted to parking by college faculty, staff and students between the hours of 6 a.m. and 5 p.m., Monday through Friday, with the exception of parking lot #27. The restricted hours for parking lot #27 shall be between the hours of 8 a.m. and 5 p.m., Monday through Friday. During the hours when lots are not specifically restricted, they shall be used by people on college-related business. Emergencies, such as snow conditions, can result in the closing of any lot

APPROVED PARKING AREAS

RESTRICTED TO FACULTY AND STAFF:

Lot 2 Hawkins Hall (section closest to Cornelia Street and west)

Lot 4 Redcay Hall Lot and 133 Court Street Lot

Lot 23 Sibley Hall Front Lot

Lot 20 Sibley Hall Side Lot

Lot 24 Service Building Front Lot (at all times)

Lot 26 Service Building South Lot (at all times)

Lot 15 Memorial Hall Lot (rear lower level)

Lot 5 Hudson Hall Lot (south)

Lot 25 Algonquin Dining Hall Lot

Lot 28 C.V. Hall Lot

Lot 29 Field House (behind Field House)

Lot 6 Hudson Hall Lot (west)

Lot 7 One Half of Draper Avenue Lot (section closest to Feinberg Library)

Lot 11 One Half of Kehoe Lot (section closest to Broad Street)

Lot 16 Saranac Hall and Health Center Building Lots

Lot 22 Sibley (rear)

VISITORS LOT (CLOSED TO FACULTY, STAFF AND STUDENTS):

Lot 10 Kehoe Building (front of building)

Lot 9 Yokum Lot

Lot 17 First Row of Saranac Hall Lot

RESTRICTED LOTS (OFF-CAMPUS STUDENTS):

Lot 8 One-Half of Draper Avenue Lot (section closest to Broad Street)

Lot 3 Hawkins Hall Lot (north/Draper Avenue)

Lot 1 President's Lot

Lot 12 One Half of Kehoe Lot (section closest to Myers)

Lot 27 Banks Hall Lot (Sanbom Park Avenue Lot)

Lot 21 Sibley Hall New Lot (section closest to Angell Drive)

RESTRICTED TO ON-CAMPUS STUDENTS:

Lot 14 Harrington Hall Lot

Lot 13 Macdonough Hall Lot (east, front and rear)

Lot 18 Resident Hall River Lot (Towers Roadway), New Lot (Wilson Tennis Courts), and Tower Drive Parking Spaces

Lot 19 Sibley Hall New Lot (section closest to residence halls)

(f) Lots designated as "no overnight parking" must be vacated by 12:00 midnight.

(g) Only those persons who possess a valid New York State handicapped license plate or valid permit issued by a

municipality in accordance with the Vehicle and Traffic Law, or a temporary handicap permit issued by the Chief of University Police, may park in spaces designated for handicapped parking. Temporary handicap permits shall only be issued upon receipt of a physician's statement.

(h) There are assigned parking spaces for service vehicles, resident directors, on-duty physicians, and special parking accommodations for disabled faculty, staff, and students.

§ 565.5 **Accidents.**

All motor vehicle accidents on campus which cause personal and/or property damage (regardless how slight) must be reported to the University Police Department for necessary action.

§ 565.6 Towing.

(a) The college reserves the authority to remove from the campus by towing, at the owner's expense, any motor vehicle which is not registered as required or which is parked in violation of campus parking regulations.

(b) The accumulation of five or more parking violations will result in a tow warning sticker. This shall subject the vehicle to towing whenever it is parked in violation of campus parking regulations, even if previous fines have been paid. The registrant will be charged for towing.

(c) Stored vehicles which are not registered, whether in operating condition or not, in parking or non-parking areas, will be towed at the owner's expense.

(d) Registered vehicles may only be stored in designated storage areas upon the permission of the University Police Department. During the school year, parking areas designated as "no overnight parking" will not be available for storage of vehicles. Vehicles stored without permission are subject to towing. The registrant will be charged for towing.

(e) Parking in areas that hamper the normal business flow of this campus or create a safety problem may lead to immediate towing.

(f) Parking is prohibited in areas that display tow away signs.

§ 565.7 Penalties and procedures; violations of campus traffic and parking regulations.

(a) Fines.

(1) Failure to properly register a vehicle parking on campus or failure to properly display a decal or parking permit-$25 each violation.

(2) Unauthorized use of a decal or parking permit- $25 each violation.

(3) Parking in violation of defined parking lines that would render an adjoining parking space unusable or which would put a vehicle over onto a lawful roadway or safety zone-$10 each violation.

(4) Parking in an unauthorized parking area or zone (wrong lot)- $25 each violation.

(5) Parking in areas other than designated parking areas (lawns, yellow curbs, no parking zones and driveways, etc.)-$25 each violation.

(6) No overnight parking violation (midnight to 6 a.m.)-$20 each violation.

(7) Unauthorized parking in a handicapped space-$50.

(8) Tow away violation (in addition to specific violation fine and cost of private tow service)-$15 each violation.

(9) Unattended vehicles parked in violation of campus parking regulations are the responsibility of the registrant, regardless of ownership. The person registering the car is responsible for the vehicle while it is on campus and must pay all fines for parking violations. All fines are payable at the bursar's office in the Kehoe Building.

(10) The prosecution and collection of fines involving visitors shall be in accordance with applicable law.

(11) Unpaid fines shall be deducted from the salary or wages of an offending officer or employee of the university. In the case of students, grades or transcripts will be withheld until all fines are paid.

(b) The President of the State University of New York, College at Plattsburgh, Plattsburgh, New York, designates three persons, plus three alternates, to serve on the traffic and parking appeals board. This board hears complaints for violation of these campus traffic and parking regulations enforceable on campus. In no way is this to be construed to take precedence over section 565.2(e) of this Part. No member of the board will consider any appeal emanating from his immediate supervisor.

(c) A complaint regarding any violation of a campus rule shall be in writing, reciting the time and place of the violation and the title, number or substance of the applicable rule.

(1) The complaint must be subscribed by the officer witnessing the violation and attached to the vehicle involved.

(2) The complaint shall indicate the amount of the fine assessable for the violation, and advise that if the person charged does not dispute the violation, fines will be paid in the bursar's office, within a 72-hour period (not to include Saturdays and Sundays).

(3) The complaint shall recite that a hearing may be requested by registering either orally or in writing within two weeks an intention to appeal, and within two weeks actually appealing either orally or in writing, to the chairman of the traffic and parking appeals board, and such an appeal will preclude the payment of fine within two weeks. Failure to request a hearing within two weeks or failure to appear at the time fixed for the hearing mandates that the violation will stand. Forms for appealing complaint tickets may be picked up in the University Police Department in the Health Services Building.

(4) The complaint shall recite that should the alleged violator fail to appear at the time fixed for the hearing or should no heating be requested within two weeks of receipt of complaint, the complaint is proved and shall warrant such action as may then be appropriate.

(d) At the conclusion of the hearing or not later than five days thereafter, the traffic and parking appeals board shall file a report. A notice of the decision shall be promptly transmitted to the violator. The report shall include:

(1) the name and address of the alleged violator;

(2) the time and place when the complaint was issued;

(3) the campus rule violated;

(4) a concise statement of the facts established on the hearing based upon the testimony or other evidence offered;

(5) the time and place of the hearing;

(6) the names of all witnesses;

(7) each adjournment stating upon whose application and to what time and place it was made;

(8) the decision (guilty or not guilty) of the hearing officer or board.