Category: Facility Management / Safety	**Procedure Title:** Vehicular and Pedestrian Traffic & Parking Rules, Approval of Document Number: 5300 Effective Date: February 21, 2001
Responsible Office: University Counsel	This procedure item applies to: State-Operated Campuses

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Summary

The New York State (NYS) Vehicle and Traffic Law applies on the premises of the campuses of the State University of New York. Furthermore, under NYS Education Law §360, the University is authorized to develop its own rules regarding traffic and parking, not inconsistent with the NYS Vehicle and Traffic Law. Accordingly, this procedure governs the establishment and revision of vehicular and pedestrian traffic and parking rules on state-operated campuses of the University. These rules are adopted by a campus council and, effective February 21, 2001, no longer require the approval of the University Board of Trustees. Each campus president, or designee, is authorized to approve traffic and parking rules or amendments to such rules as adopted by the campus council. Changes to the rules remain subject to formal rulemaking pursuant to the State Administrative Procedure Act (SAPA).

Process

Procedure for adoption or amendment of traffic and parking rules:

1. After consultation with the college council, the campus forwards to its campus counsel the proposed text of the proposed traffic and parking rules.
2. The campus counsel reviews the proposed text and solicits policy review within system administration.
3. The campus counsel prepares the rulemaking documents required by SAPA and implements publication in the state register of the notice of proposed rule making.
4. After the 45 day public notice period, the college council adopts by resolution the rules and executes a certificate prepared and forwarded to the campus by the campus counsel.
5. The campus president, or designee, executes a certificate prepared and forwarded to the campus by the campus counsel, indicating approval of the rules adopted by the college council.
6. The campus counsel prepares rulemaking documents required by SAPA and implements publication in the state register of the notice of adoption.
7. The campus counsel advises the campus of the effective date of the traffic and parking rules.

Forms

There are no forms relevant to this procedure.

Related Procedures

There are no related procedures relevant to this procedure.

Other Related Information

State Administrative Procedure Act Compliance

The following links to FindLaw's New York State Laws are provided for users' convenience; it is not the official site for the State of New York laws.

State Administrative Procedure Act (SAPA):

§102 (Definitions)

§§202 & 204 (Rule making & Declaratory rulings by agencies)

NYS Vehicle and Traffic Law

In case of questions, readers are advised to refer to the New York State Legislature site for the menu of New York State Consolidated.

Authority

The following link to FindLaw's New York State Laws is provided for users' convenience; it is not the official site for the State of New York laws.

NYS Education Law §356 (Councils of state-operated institutions; powers and duties) & §360 (Powers to Regulate Traffic on University Grounds)

In case of questions, readers are advised to refer to the New York State Legislature site for the menu of New York State Consolidated .

History

There is no history relevant to this procedure.

Appendices

There are no appendices relevant to this procedure.