I. Policy

The purpose of this policy is to establish a system of rules and regulations governing the registration of vehicles and parking issues on the University of South Carolina Columbia campus.

A. The Board of Trustees of the University has promulgated the rules and regulations governing traffic and parking on campus into law. A copy of the State law is on file in the Vehicle Management and Parking Services (VMPS) Office and may be examined any time during regular University hours.

B. Regulations apply to drivers of all vehicles, whether public or private, and are in force twenty-four hours a day unless otherwise provided in the regulations.

C. A parking permit gives the holder the privilege of parking on campus, but does not guarantee the holder a parking space unless so specified. Campus parking is on a first-come, first-served basis in the areas in which the permit is valid unless otherwise specified.

D. The driver of any vehicle shall obey the lawful instruction of any University police officer and of any official traffic sign properly placed in accordance with the provisions of these regulations, except when otherwise directed by an officer.

E. No person shall, without lawful authority, attempt to or in fact alter, deface, injure, knock down or remove any official traffic sign or device, or any inscription, shield or insignia thereon, or any other part thereof.

F. The University shall assume no responsibility for the care and/or protection of any vehicle or its contents at any time while it is operated or parked on campus.
II. Procedure

A. Rules and regulations for parking on the USC Columbia campus are indicated by printed guides, campus maps, or posted on signs and street curb markings.

1. Yellow curbs and lines indicate no parking. In addition, parking is prohibited at fireplugs, fire lanes, sidewalks, walkways, curb cuts, handicapped access aisles, grass, lawns, intersections, driveways or alleyways. At no time may service drives, corridors, and paths, and trash pick-up areas be blocked.

2. Metered spaces are provided for limited use by faculty, staff, students, and visitors. Permits are not required for metered spaces.

3. The campus speed limit is 15 miles per hour unless otherwise posted. However, all vehicle operators and cyclists are expected to operate vehicles in a safe manner commensurate with road and weather conditions.

4. In the event a vehicle becomes inoperative on campus, the VMPS Office (7-5160) or the University Police Department (7-4215) should be notified immediately. Steps should be taken to move the vehicle from the street or other hazardous position to a parking space. If the vehicle is not moved within a reasonable amount of time, the vehicle will be towed at the owner's expense.

5. All parked vehicles should be locked and no valuables left in unoccupied vehicles at any time. Any thefts or damage should be reported to the University Police Department (7-4215) for investigation or other action.

B. Towing and/or Impounding Vehicles

1. According to State law, the appropriate campus official responsible for Vehicle Management and Parking Services or designee shall have the power to have a vehicle impounded, towed and stored at the owner's expense and risk under the following conditions:

   a. if the motor vehicle is parked in a fire lane or at a fire hydrant

   b. if the motor vehicle is parked in a handicapped space without benefit of a handicapped permit or is parked in such a way as to block a curb cut or access aisle for the handicapped;

   c. if the motor vehicle is parked on a yellow curb or in such a way as to block a driveway, to block a service entrance or to create a hazard to safety;
d. if the motor vehicle is parked in a reserved space without benefit of a permit;

e. if three or more unpaid traffic violations have been issued against said vehicle or an accumulation of $50.00 or more unpaid fines;

f. if the motor vehicle is parked so that it impedes the operation of emergency equipment;

g. if the motor vehicle is parked so that it impedes pedestrian or vehicular traffic;

h. if the motor vehicle is abandoned or stored on campus.

C. Violations, Penalties and Bonds

1. The driver and/or owner or person in whose name a vehicle is registered shall be responsible for all violations incurred by the vehicle. Penalties and/or bonds are payable in person, online at www.sc.edu/vmps/ or by mail at the VMPS office during regular working hours Monday through Friday. DO NOT SEND CASH THROUGH THE MAIL.

2. Schedule of penalties

   a. The current schedule of penalties can be found on the VMPS web site http://www.sc.edu/vmps/park.html#violation. The schedule of penalties is subject to change with 30 days notice and without change to this policy.

3. Schedule of Bonds

   a. See http://www.sc.edu/vmps/park.html#violation for delinquent violations and bond increases.

   b. Delinquent violations and bond increase information is also available at the VMPS office.

4. Defrauding Parking Meters

   a. It is unlawful to deposit or cause to be deposited in any parking meter any slug, device or substitute for a coin of the United States. This constitutes a misdemeanor to be tried by a magistrate.

D. Appeals
Any person desiring to appeal any parking violation which he/she feels may have been given through error or without just cause may do so within 72 hours after the time of issuance (Saturdays, Sundays and holidays excepted); otherwise, the right to appeal is forfeited. Appeals are to be submitted electronically at www.sc.edu/vmps/. The USC Traffic and Parking Appellate Court will hear appeals from faculty, staff, students and visitors.

E. Parking Garages

Students, faculty and staff may purchase reserved parking spaces by semester or annually in the parking garages on campus. Current parking garage rental rates can be found on the VMPS web site http://www.sc.edu/vmps/park.html#zones. The price of a parking garage space is subject to change with 30 days notice and without change to this policy. Faculty and staff members desiring to purchase a reserved parking space should contact the Faculty/Staff Coordinator at VMPS. Once a person has obtained a reserved space, that space is renewable from semester to semester in that person's name only. Spaces are not transferable.

F. Parking Lot and On-Street Reserved Parking

1. A limited number of parking spaces may be reserved for and utilized by designated faculty and staff. Signs posting “Reserved” along with an assigned number and the University’s logo will demarcate reserved spaces.

2. Current parking lot rental rates can be found on the VMPS web site http://www.sc.edu/vmps/park.html. The rental rate of a parking lot space is subject to change with 30 days notice and without change to this policy. Reserved spaces are not transferable.

3. The following university posts qualify for available Parking Lot and On-Street reserved parking:
   a. President
   b. Provost
   c. Vice Provost
   d. Associate Provost
   e. Vice President
   f. Dean
   g. Secretary, Board of Trustees
   h. General Council
   i. University Housing Residence Life Coordinators
   j. University Housing Residence Hall Directors
   k. Principal, Preston College

4. Other individuals may qualify for reserved parking upon the approval of the President of the University. Application must be made through the Vice
President for Facilities and Transportation and are subject to consideration by the Vice President and Senior Vice President for Administration prior to review by the President.

5. Members of the Board of Trustees will be given temporary reserved spaces on an as-needed basis.

6. State vehicles assigned directly to departments, programs, or colleges may qualify for assigned, reserved parking based on availability. These spaces are subject to the approval of the Vice President for Facilities and Transportation and the Senior Vice President for Administration.

7. Individuals with reserved spaces prior to the latest revision of this policy who are not included on the list of posts approved for reserved spaces will be reassigned to reserved spaces in the parking garage of their choosing or can opt to apply for a seniority-based parking permit.

G. Carpooling

VMPS offers assistance in carpooling. Individuals interested in carpooling should contact the office.

IV. Reason for Revision

Non-substantive changes to clarify procedures and update title changes of administrators.