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| ADMINISTRATIVE DIVISION Division of Administration and Finance | POLICY NUMBER VMPS 2.00 |
| POLICY TITLE Vehicle Traffic and Parking | |
| SCOPE OF POLICY USC System | DATE OF REVISION June 01, 2021 |
| RESPONSIBLE OFFICER COO/Director of Parking & Transportation | ADMINISTRATIVE OFFICE Parking & Transportation Services |

PURPOSE

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.

DEFINITIONS AND ACRONYMS

Parking & Transportation (PTS)

POLICY STATEMENT

- 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 (PTS)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.

PROCEDURES

- 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, accessible 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 (PTS) or the University Police Department 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 may 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 or investigation or other action.

B. Towing and/or Impounding Vehicles

1. According to State law, the appropriate campus official(s) responsible for (PTS) 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 accessible space without benefit of a accessible permit or is parked in such a way as to block a curb cut or access aisle for the disabled;
 - 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 https://sc.edu/about/offices_and_divisions/parking/parking/regulations/index.php or by mail at the (PTS) 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 (PTS) web site https://sc.edu/about/offices_and_divisions/parking/parking/regulations/index.php
 - b. The schedule of penalties is subject to change with 30-day notice and without change to this policy.
3. 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 https://sc.edu/about/offices_and_divisions/parking/parking/regulations/index.php. The UofSC Traffic and Parking Appellate Committee will hear appeals from faculty, staff, students, and visitors.

E. Parking Garages

Students, faculty and staff may purchase guaranteed-parking by semester or annually in the parking garages on campus. Current parking garage rates may be found on the (PTS) web site https://sc.edu/about/offices_and_divisions/parking/parking/permits/. 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 garage parking should contact (PTS). Once a person has obtained a reserved space, that space is renewable from semester to semester in that person's name only. Spaces may be renewed, and are not transferable.

F. Parking Lot and On-Street Reserved Parking

A limited number of parking spaces may be reserved for and ~~utilized~~ purchased by designated faculty and staff. Signs posting “Reserved” along with an assigned number and the University’s logo will demarcate reserved spaces. Contact (PTS) for information regarding the purchase of reserved spaces

HISTORY OF REVISIONS

| DATE OF REVISION | REASON FOR REVISION |
|-------------------------|---|
| June 01, 2021 | Non-substantive changes to clarify procedures and update title changes of administrators. |