

HARTNELL COMMUNITY COLLEGE DISTRICT

AP 6750 Parking and Traffic Regulations

References: Education Code § 76360, Vehicle Code § 21113 and 40220

This procedure is intended to promote safe and orderly movement of traffic on District property and the safe and orderly parking of vehicles and bicycles.

Parking of motor vehicles and bicycles is limited to specially designated areas. Parking permits are required, unless otherwise provided herein. Vehicles or bicycles parked in violation of the provisions of this code are subject to fines, towing, or impoundment.

All persons who enter the college are charged with knowledge of the provisions of this procedure, and are subject to the penalties for violations thereof.

Unless otherwise provided herein, all provisions of the California Vehicle Code are adopted as Hartnell College policy. A reference copy of the California Vehicle Code and Hartnell College Traffic and Parking Regulations is available at the Hartnell College Business Office. Traffic and parking regulations of the College and the State of California will be enforced at all times in accordance with procedures established by the superintendent/president or designee.

Vehicle Code § 21113

21113 (a) (1) Except as provided in paragraph (2), a person shall not drive a vehicle or animal, or stop, park, or leave standing a vehicle or animal, whether attended or unattended, upon the driveways, paths, parking facilities, or the grounds of any of the following:

- (A) A public school, state university, state college, or an educational institution exempted, in whole or in part, from taxation.
- (B) [omitted]
- (C) [omitted]
- (D) [omitted]
- (E) [omitted]
- (F) [omitted]
- (G) [omitted]
- (H) [omitted]
- (I) [omitted]
- (J) [omitted]

(2) The activities described in paragraph (1) may be performed with the permission of, and upon and subject to any condition or regulation that may be imposed by, the legislative body of the municipality, or the governing board or officer of the public school, state university, state college, county park, municipal airport, rapid transit district, transit development board, transit district, public transportation agency, county transportation commission, joint powers agency operating or managing a commuter rail system, or state, county, or hospital district institution or building, or educational institution, or harbor

district, or a district organized pursuant to Part 3 (commencing with Section 27000) of Division 16 of the Streets and Highways Code, or housing authority, or the Director of Parks and Recreation regarding units of the state park system or the state agency with jurisdiction over the grounds served by the Department of the California Highway Patrol.

(b) A governing board, legislative body, or officer shall erect or place appropriate signs giving notice of any special conditions or regulations that are imposed under this section and the governing board, legislative body, or officer shall also prepare and keep available at the principal administrative office of the governing board, legislative body, or officer, for examination by all interested persons, a written statement of all those special conditions and regulations adopted pursuant to this section.

(c) When a governing board, legislative body, or officer permits public traffic upon the driveways, paths, parking facilities, or grounds under their control then, except for those conditions imposed or regulations enacted by the governing board, legislative body, or officer applicable to the traffic, all the provisions of this code relating to traffic upon the highways shall be applicable to the traffic upon the driveways, paths, parking facilities, or grounds.

(d) [omitted]

(d) (1) [omitted]

(d) (2) [omitted]

(e) [omitted]

(f) [omitted]

(g) A public agency, including, but not limited to, the Regents of the University of California and the Trustees of the California State University, may adopt rules or regulations to restrict, or specify the conditions for the use of bicycles, motorized bicycles, skateboards, and roller skates on public property under the jurisdiction of that agency.

(h) [omitted]

(i) [omitted]

Parking Regulations

Section 100 - Parking Enforcement

Parking regulations are enforced 24 hours a day, seven days a week, except as noted in these regulations.

Section 101 - Parking Permit Required

Motor vehicles, including cars, trucks, vans, and other forms of motorized conveyances that are parked in designated parking lots must display a current and valid Hartnell College parking permit. All Permits must be properly displayed in accordance with guidelines established by the College and must be clearly visible from the outside of the vehicle. The parking permit requirement is enforced Monday through Friday - 8:00 AM to 8:00 PM, with the following exceptions:

- a) In-between the fall and spring terms. This exception does not apply to designated faculty and staff parking spaces;
- b) during the first two weeks of the fall and spring terms;
- c) during the first week of the summer session.

Section 102 – Faculty and Staff Parking Spaces

Parking spaces designated by orange lines and parking stops are faculty and staff parking only and require the display of a valid faculty/staff parking permit or a special temporary permit that is displayed in accordance with Section 101. (Enforced Monday through Friday - 8:00 AM to 8:00 PM unless modified by the superintendent/president or designee).

Section 103 - Motorcycle, Motor scooters, and Motorized Bicycles

Parking permits are not required for motorcycles, motor scooters, or motorized bicycles parked in designated motorcycle parking spaces. Motorcycles parked in other parking spaces are required to display a current and valid Hartnell parking permit in accordance with Section 101

Section 104 – Parking Permit Transferability

Hartnell College parking permits may not be transferred or sold by the owner.

Section 105 - Parking Permits and Parking Spaces

The responsibility for securing a legal parking space rests with the vehicle operator. The absence of any unoccupied legal parking spaces within any particular parking area is not a justification or legal cause for willful violations of these regulations. Purchase or possession of a valid parking permit in no way implies a promise or guarantee of a parking space within any lot or other College-designated parking area. Persons parking at Hartnell College do so at their own risk, and the College will not be responsible for injuries, loss, or damage to any property sustained while utilizing parking on campus.

Section 106 – Lost, Stolen, Forged, or Altered Permits

It is unlawful to possess or display a lost, stolen, forged, or altered parking permit. All such permits are subject to confiscation by Hartnell College Campus Safety.

Section 107 – Lodging in Vehicles

Sleeping, living, or lodging in any recreational vehicle, car, truck, van, bus, or trailer on College grounds is prohibited unless prior authorization is received from the superintendent/president or designee.

Section 108 – Parking Outside of Marked Stalls and Manner of Parking

Each vehicle parked in a College parking lot area shall be parked within the limits of a marked parking stall. Each vehicle must park facing into the parking stall. Only one vehicle shall park in each parking stall.

Section 109 - Parking in Aisles

Stopping, standing, or parking a vehicle (with or without the engine running or a person in the vehicle) in an aisle of any College parking lot is prohibited.

Section 110 – Loading Zones

Areas designated by signs for immediate loading and unloading of deliveries, property, goods, or passengers. Parking is limited to 15 minutes.

Section 111 – Off-Pavement Parking

No vehicle shall be parked on any sidewalk, pathway, or walkway designed for pedestrian use; or any unpaved area, including lawns, landscaped areas, and trails, unless prior authorization is received from

the superintendent/president or designee. Emergency vehicles and designated maintenance vehicles are exempted.

Section 112 - Painted Curbs

Painted curbs indicate restricted parking. The color of the painted curb denotes the type of parking restriction (CVC Section 21458):

- RED** Curb indicates no stopping, standing or parking, whether the vehicle is occupied or unattended.
- GREEN** Curb or Spaces denotes a parking time limit of 20 minutes as indicated by signs or markings.
- YELLOW** Curb denotes an area for loading or unloading of freight or passengers with a 15-minute time limit.
- BLUE** Curb or Spaces denotes handicapped/disabled parking only (CVC 22507.8(a)).

Section 113 - Parking Prohibited

No person shall stop, park, or leave standing any vehicle, attended or unattended, except to avoid conflict with other traffic or in compliance with directions of a Campus Safety officer or official traffic control device, in any of the following places:

- Within an intersection
- On a crosswalk
- In front of a driveway
- On a sidewalk
- On the roadway side of any vehicle stopped, parked, or left standing at the curb or edge of a street
- In front of a wheelchair ramp
- Within 15 feet of a fire hydrant (UNATTENDED VEHICLES ONLY)
- Parallel parked more than 18 inches from the right-hand curb of the roadway (left-hand curb parking prohibited except on one-way streets)
- In violation of the posted parking regulatory signs
- In any area in which access has been restricted by the placement of traffic control devices
- On any parking lot or roadway in such a manner as to obstruct the safe flow of vehicular traffic.

Vehicles Restrictions

Section 114 – California Vehicle Code

All provisions of the California Vehicle Code are incorporated within the Traffic and Parking Regulations and, therefore, are applicable on College grounds.

Section 115 - Speed Limits

The speed limit is 10 mph on College roadways and parking lots, unless otherwise posted.

Bicycle Provisions

Section 115 - Bicyclist Rights and Responsibilities

Every person riding a bicycle on College grounds has all the rights and is subject to all the duties of a driver of a motor vehicle. CVC Sections 21200 through 21210 are incorporated within the Traffic and Parking Regulations and, therefore, are applicable on College grounds.

Section 116 - Bicycles Restricted

Bicycles are not permitted to be ridden inside any College building or in the Parking Structure. Bicycle riding is prohibited on any landscaped or lawn areas. Hartnell Campus Safety Department bicycles are exempted.

Section 117 - Bicycle Parking, Where Permitted

Bicycles shall be parked, stored, or left on the College only in areas specifically designated by the presence of racks or other devices designed for bicycle parking.

Section 118 - Parking Prohibited on Lawns or Other Landscape Areas

No bicycle shall be parked, stored, or left on any lawn or landscaped areas except in those areas designated as a bicycle parking area by the presence of racks or other parking devices. Bicycles parked in designated parking zones may not extend into landscape areas. Hartnell Campus Safety Department bicycles are exempted.

Section 119 - Locking to Unauthorized Objects

No bicycle shall be chained or otherwise locked or attached to any handrail, tree, shrubbery, door, signpost, lamp, telephone pole, lamp post, fence, or other object not maintained or designated for the purpose of securing bicycles.

Section 120 - Parking or Storing Inside Buildings Prohibited

No bicycle shall be parked, stored, or left in any lobby, hallway, or room of any building unless the area is specifically designated for bicycle parking (Hartnell Campus Safety Department bicycles are exempted). Designated areas must comply with all federal, state, and local fire and safety regulations.

Use of any assigned area for bicycle parking or storage may be restricted when bicycle movement or use of the assigned space interferes with routine activities in the area or creates other problems.

Section 121 - Blocking Traffic Prohibited

No bicycle shall be parked, stored, or left so as to block or impede the normal flow of traffic on any highway, roadway, street, alley, sidewalk, patio, parking area, on the College.

Section 122 - Blocking Ramps and Stairways Prohibited

No bicycle shall be parked, stored, or left so as to interfere with or impede the normal movement of disabled persons, pedestrians, or bicyclists upon ramps stairways or curb cuts.

Section 123 - When any bicycle is parked or left standing in designated parking area or any other area on campus for 72 or more consecutive hours and the owner cannot be located, the College is authorized to remove this bicycle and turn it over to the Salinas Police Department as found property. A Campus Safety Report will document the make and model, serial number, and disposition of the bicycle.

Removal and Disposal of Bicycles**Section 124 - Authority to Remove or Dispose of Bicycles**

Hartnell Campus Safety is authorized to move, relocate, secure or turn into the Salinas Police Department any bicycle which:

- Is parked in violation of any of the sections of this Regulation;

- appears to be abandoned as evidenced by signs of disuse or neglect;
- Is left unlocked or otherwise inadequately secured so as to be at risk of theft or vandalism.

Section 125 - Removal of Bicycles, Bicycle Parts, and Locking Devices

Removal of Bicycles in Violation: Whenever a bicycle satisfies the requirements of section 124 of this article, any Hartnell College staff member or person authorized by the College to remove bicycles may remove the securing mechanism using whatever reasonable measures are necessary to remove the bicycle. Employees and persons so authorized to remove the bicycle in this manner and the College shall not be liable to the owner of the securing device or the owner of the bicycle for the cost of repair or replacement of such securing device.

Removal of Locks or Locking Devices: Locks or locking devices left on parking racks or parking devices found not securing a bicycle, or left attached to any handrail, tree, shrubbery, door, signpost, lamp or lamp post, telephone pole, fence, or other objects may be removed by authorized College personnel. Employees so authorized, and the College shall not be liable to the owner of the securing device for the cost of repair or replacement of such securing device. Once these devices are removed, they will be placed in the College's found property.

Payment Plan

As required by California Vehicle Code Section 40220, Hartnell College offers a payment plan option for parking citations which allows qualified low-income individuals (individuals with income at or below 125% of federal poverty guidelines or receiving public benefits) to pay in installments and have late fees/penalties waived.

Plan Details:

The request for a payment plan must be made before the citation is transferred to DMV for collection (transfer occurs 21 days after issuance of the citation).

The fee to enroll in the College's payment plan is \$25 (\$5 for qualified low-income individuals). Applied late fees, as well as any late fees not yet applied, will be placed in abeyance while the payment plan is in place. If the individual adheres to the plan terms, these late fees will be waived once the payment plan is complete.

Once the payment plan is in place and the individual is adhering to the terms, an itemization of unpaid parking penalties and service fees will **not** be filed with the DMV (also known as a "DMV Registration Hold") and any DMV Registration Hold in place will be temporarily removed pending satisfactorily completing the payment plan.

At plan enrollment, an initial payment of \$25 or 10% of the amount owed (whichever amount is greater), plus the \$25 enrollment fee, is required. Subsequent month's payments will be determined by dividing the remaining balance by 4.

For qualified low-income individuals, monthly installments of \$25 or less (for total amounts due of up to \$500), will be payable over up to 24 months with no prepayment penalty and with waiver of all late fees and penalty assessments (excluding mandatory state surcharges)

Important to note that payments must be made each calendar month.

- a. There is no grace period for late payments.
- b. For mailed payments, a postmark is acceptable to meet this requirement.

If an individual defaults on the payment plan, a subsequent payment plan will not be offered for those citations and any late fees placed in abeyance will be immediately reinstated. The total amount due, including all late fees, will be submitted to the appropriate Department of Motor Vehicles for a Registration hold on the vehicle. An Academic Hold will be placed on the Students records until the total fees are paid in full.

Approved by Superintendent/President: June 9, 2026
See Board Policy 6750