

**Francis Marion
University**

Traffic Regulation

2007

FREQUENTLY ASKED QUESTIONS

Where do I need to display my campus decal on my car?

FMU parking decals must be permanently attached using the supplied adhesive to the left rear bumper or the exterior left rear window glass of the registered vehicle. Parking permits will not be honored unless displayed correctly. Parking decals are not transferable from one vehicle to another or from one person to another. Decals can't be taped inside windows or left on the dash.

What's the difference between a Resident decal and Non-resident decals?

A Resident decal has a four-digit number, the letter **"R"** and the current year, (i.e. **1234-R7**). A non-resident or commuter decal only has the four-digit number and the current year. If you change status, i.e. move on or off campus, you must exchange decals. To get a no cost replacement turn in the old decal to the Cashier's Office.

Where can I get a Temporary Parking Permit and what do I need to do?

You can get a Temporary Permit, good for up to 10 days, from Campus Police or the Cashier's Office. You must have a vehicle FMU registered for the current year to get a Temporary Permit for a replacement vehicle registered in your name or a relative's name. You can't permanently or temporarily register a friend's vehicle. If you come in late at night or on a weekend, call 1109 and an officer will meet you to issue a Temporary Permit. Handwritten notes will not be honored.

Where can visitors to the campus park?

A visitor is someone inquiring about the University or transacting business with a campus office. There are spaces set aside and marked for visitors. No campus community member can park in a visitor space. A good rule of thumb - if your vehicle is registered to park on campus for the current year, you can't use a visitor space.

What should I do if I live on campus and someone comes to visit me to stay overnight?

A guest (i.e. a relative, a friend or even a commuter FMU student) can stay overnight. Parking in housing, Lots F, G, and H and around the Apartments is restricted during certain hours. If you have someone staying, get approval from Housing through an Overnight Guest Visitation form. A copy of the form acts as a temporary pass and must be displayed on the front dash of the guest's vehicle. It lets your guest park in a non-restricted parking space.

Can I park on the street for only a minute with my emergency flashers on?

Parking on the street or in the parking lot drives is prohibited. Parking for "only a minute with your flashers on" could get you a ticket. Service vehicles park on the street for several reasons such as to free up spaces in the lots or because there are tools and materials that must be moved back and forth. If you need to park near a University building for a short period of time to load/unload cumbersome objects, call Campus Police at 1109.

I've driven around in a parking lot for 10 minutes; can't I park in a faculty space so I'm not late for class?

No, if you don't find a space in a certain parking lot, please try others such as Lot "D" down by the University Center or Lot "F" between the Academic Computer Center and Village Apartments.

What do I do if I get a ticket?

You must pay or appeal your FMU ticket within 14 calendar days of the ticket issue date or the fine doubles and you lose your appeal right. If you get a Campus ticket and believe it was issued in error, you can appeal the ticket in writing to the University Traffic Committee. Forms are at the Cashier's Office, or you can appeal on the web.

TRAFFIC REGULATIONS

Coming to Francis Marion University is fun and exciting, but parking can be a challenge, especially when the University is in session and you are trying to park immediately adjacent to a particular building. However, planning ahead can alleviate many problems frequently encountered when trying to locate a parking space on campus.

This regulation repeals and supersedes all prior Traffic Codes/Regulations at Francis Marion University. The operation of motor vehicles on campus is a privilege granted by the Board of Trustees of Francis Marion University. The privilege is extended to faculty, staff, students and visitors to the campus. Failure to adhere to these regulations as well as the laws of the State may result in a warning or citation and may result in the loss of parking or driving privileges on the FMU campus. All South Carolina statutory laws apply on University property at all times.

Because of its status as primarily a commuter university and because there are no restrictions on the bringing of motor vehicles to campus by community members, Francis Marion University has an unusually high ratio of automobiles to students. These regulations have been designed by the Traffic Committee to provide maximum use of existing facilities and to insure safe movement of pedestrian and vehicle traffic. These regulations apply at all times.

1. APPLICATION:

- A. All students, faculty, staff, active alumni and visitors who own or drive a motor vehicle on the campus of Francis Marion University are subject to the motor vehicle laws of the State of South Carolina and University Regulations.
- B. Each student, faculty, staff, or active alumni member must agree to comply with the rules and regulations set forth herein. The University reserves the right to withdraw motor vehicle privileges, parking or driving, from any person at any time for cause.
- C. These regulations apply to the drivers, owners or registrants of all motor vehicles on the Francis Marion University campus and are enforced by Campus Police twenty-four hours a day, every day, unless otherwise provided in these regulations. The person registering the vehicle (or for unregistered vehicles the owner) is responsible for all citations issued against the vehicle.
- D. The University reserves the right to protect the safety and well being of the members of the campus community. Students must be aware that in those cases where violations of the Traffic Regulation are also violations of the Student Code of Conduct, they may be held accountable under both.

2. DEFINITIONS:

- A. **Campus:** All University property located within the boundaries of Francis Marion University.
- B. **Construction Employee:** Any person employed by a company that is engaged in the construction, renovation, or repair to campus buildings or other facilities.
- C. **Contract Employee:** Any person, other than a student or employee, who renders on-campus services to Francis Marion University through the provisions of a contract for services.

- D. **Cycles:** Includes unicycles, bicycles, tricycles, and other similar wheeled vehicles, regardless of the number of wheels.
- E. **Employee:** Any person, other than a student, who renders services to Francis Marion University for remuneration including faculty, administrative, and staff personnel and contract employees.
- F. **Fire Lane:** An area used by emergency vehicles for emergency access to campus facilities.
- G. **Loading Zone:** An area specifically designated by sign(s) and/or pavement markings for loading and unloading of items.
- H. **Motor Vehicle:** Every self-propelled vehicle or vehicles propelled by electric power.
- I. **Non-motorized vehicle:** Any wheeled vehicle that relies wholly or in part upon human or animal power for propulsion. This includes skates; cycles, skateboards and similar devices, but does not include wheelchairs operated by mobility impaired persons.
- J. **Open Parking:** Any marked parking space throughout campus not specifically set aside for use by faculty, staff, visitors, short-term loading/unloading or disabled persons.
- K. **Parking:** The standing of a motor vehicle, whether occupied or not.
- L. **Past Due Ticket:** A Traffic Ticket which has not been paid, or for which the appellate process has not been initiated, within **fourteen (14) calendar days** of the date of violation.
- M. **Reserved Parking:** Marked parking space throughout campus specifically set aside for use by faculty, staff, visitors, short-term loading/unloading or disabled persons. Disability parking and short term loading/unloading spaces are reserved at all times. All other reserved spaces are set aside on normal university working days from 7:00 AM until 5:00 PM. Outside of these dates/times spaces revert to open parking.
- N. **Service Vehicle:** Motor vehicles used primarily to affect repairs and/or maintain campus buildings and facilities.
- O. **Skates:** Includes roller skates, roller blades, in-line skates, skateboards and similar devices, regardless of the number of wheels.
- P. **Student:** Any person, other than a full-time employee of FMU, who is enrolled either full or part-time taking one or more classes.
- Q. **Traffic Ticket:** A citation issued for a parking or moving violation of this Traffic Regulation and a notice of the right to appeal the violation listed within **fourteen (14) calendar days**.
- R. **Vendor:** Any person not an employee, student, construction or contract employee, who provides sales and/or repair services to the University.
- S. **Visitor (Guest):** Any person other than a student, employee, construction employee, contract employee, or vendor who parks a motor vehicle on campus. A person invited by a university community member to visit the campus at a specific time, place and/or occasion. A person making repeated use of the university facilities and/or grounds shall not be considered a guest.

- T. **Visitor Parking:** Spaces specifically set aside for non-campus community members' use. People inquiring about the university, transacting business with offices throughout campus, etc, use these spaces. No member of the campus community may park in visitor spaces other than the short-term time limited spaces located near the Housing Office when transacting business within that facility. Campus Housing Residents may not use Visitor parking spaces in the Housing areas. Visitors may also use any open parking spaces as defined above.

3. ACCESS PHONES/EMERGENCY CALL BOXES:

Francis Marion University has in place at a number of locations Emergency Communications devices that provide immediate contact with Campus Police officers twenty-four (24) hours per day. If you have a vehicle problem or if you need help contact Campus Police by using one of these call boxes. Refer to the campus map for the locations of these devices.

4. SPEED LIMITS:

- A. The speed limit on all campus streets is **20 MPH** unless otherwise posted.
- B. The speed limit is **10 MPH** in parking lots, parking areas and when approaching or passing pedestrians.
- C. These are maximum speed limits on campus. No person shall operate a motor vehicle at a speed greater than is reasonable and prudent under the actual and potential hazards then existing, even where the posted speed limit may be faster.

5. PEDESTRIAN RIGHT-OF-WAY:

- A. Pedestrians have the right of way at all times, whether or not in marked crosswalks. **Vehicles must always yield to pedestrians.**
- B. Pedestrians on campus must obey applicable state laws and traffic control signals. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a motor vehicle which is so close as to constitute an immediate hazard.

6. VEHICLE REGISTRATION/PARKING PERMIT DISPLAY:

FMU campus registration is required for every vehicle driven on campus by a member of the campus community. Vehicles should be parked so that the campus decal is clearly visible. Head in parking is recommended and encouraged.

- A. Students obtain permanent registration decals at the current approved rate (\$15.00) from the Accounting - Cashier Office in Stokes Administration Building. Students must obtain a numbered parking decal (see examples on back pages) for a vehicle registered in the student's name or parent's name or relative's name or legal guardian's name being used on campus. Permits are valid from the date of issue until the date of fall registration. Decal expiration dates are August 31st as indicated on the decal. All vehicles must be currently registered by that date or citations may be issued.
- Campus Housing Resident decals will display a number, the letter **"R"** and the current year.
 - Commuter student decals will display the number and current year.

- Students who change status (resident to commuter or vice versa) must exchange decals at no cost. In order to obtain a free replacement decal the old decal or its pieces must be returned to the Cashier's Office.
- B. Human Resources in Stokes Administration Building issue faculty and staff permits (see example on back pages).
- C. Parking decals must be displayed on the registered vehicle immediately after obtaining the registration decal.
- On a standard motor vehicle there are two authorized display locations for the FMU parking decal. Using the supplied adhesive decals may be:
 - Permanently attached to the registered vehicle's left rear bumper OR
 - Permanently attached to the registered vehicle's exterior bottom left rear window glass.
 - On mopeds, motorcycles and motor scooters the registration decal must be displayed in the most prominent place and must be clearly visible from the rear.
 - The entire parking decal identification number must be legible and visible at all times.
 - Parking permits will not be honored unless displayed correctly.
 - Parking permits are vehicle specific and cannot be transferred from one vehicle to another or from one person to another.
 - When a parking permit is issued to an individual, that person is responsible and accountable for that permit. He/she is responsible for all non-moving violations involving the vehicle he/she registered; regardless of who was operating it. If another operator of the registered vehicle comes forward to claim the non-moving violation he/she will be held accountable for it.
 - If your permit is lost or stolen, you must notify Campus Police to avoid responsibility for violations.
- D. If you change vehicles during the year or if you change status (i.e. commuter student moves into campus housing), bring the decal or its pieces to the Accounting - Cashier to obtain a replacement. Failure to exchange the decal subjects the registrant to traffic tickets and fines.
- E. Alumni parking permits (see examples on back pages) will be issued to all Active Alumni members. There are two types, a Lifetime Permit and an Annual Permit. The Annual Permit expires at the end of June each year. Vehicles may be registered in the Community Relations Office. These decals are of static cling design and will be displayed inside the vehicle's rear window on the left side.
- F. The Accounting – Cashier will reissue a replacement parking decal to a vehicle that is registered in accordance with established procedures when the decal is lost, stolen or damaged. Replacement charges may apply. Should a permit become damaged or mutilated a new permit must be obtained. Bring in the damaged decal to obtain a replacement free of charge. If you fail to return the damaged decal replacement charges will apply.

- G. Unexpired parking decals remain the property of Francis Marion University. Any person to whom a decal has been issued shall remove the decal from the motor vehicle when the vehicle ownership changes (i.e. the vehicle is sold or traded, the vehicle is destroyed in an accident, the person's status changes or terminates, or when the person has been denied parking privileges on campus). The entire decal must be removed from vehicles under the conditions listed here. Changes must be reported to the Accounting - Cashier and Campus Police to avoid responsibility for violations.
- H. You can get a Temporary Permit from Campus Police or the Cashier's Office. You must have a vehicle FMU registered for the current year to get a Temporary Permit for a vehicle registered in your name or a relative's name. You can't permanently or temporarily register a friend's vehicle. If your campus registered vehicle is unavailable because it breaks down or was in an accident, you can get a free temporary permit good for up to 10 days. Only under unusual circumstances would a community member be able to obtain a temporary decal for a replacement vehicle when his/her permanently registered vehicle is functional. If you come in late at night or on a weekend, call 1109 and an officer will meet you to issue a Temporary Permit. Handwritten notes **will not** be honored.

7. PARKING:

- A. Authorized parking areas are designated by these regulations and shown on the campus map that is part of the regulations. Certain parking areas, designated by official signs or blue curb markings, are reserved for individuals with disabilities, visitors, faculty, or staff. Otherwise, parking is open and unreserved. Disability parking and short term loading/unloading spaces are reserved at all times. Other reserved spaces are set aside on normal university working days from 7:00 AM until 5:00 PM. Outside of these dates/times spaces revert to open parking.
- B. Parking is only authorized in marked parking spaces and must conform to the restrictions outlined in this regulation. Authorized parking spaces incorporate white or yellow lines on both sides of a legally parked vehicle. The lack of an available parking space is not an excuse to violate University parking regulations. If you are unsure about anything involving parking please contact Campus Police at 661 – 1109.
- C. The fact that a person parks in violation of any law or regulation and does not receive a citation does not mean that the law or regulation is no longer in effect and does not justify illegal parking.
- D. Persons wishing to park near a University building to load/unload must inform Campus Police at extension 1109 prior to illegally parking. Permission will not be granted, or will be rescinded if the motor vehicle is parked in a manner that obstructs a fire lane, impedes vehicular or pedestrian traffic, or is parked in any other unsafe manner. Failure to notify Campus Police may result in a traffic ticket. Service and delivery vehicles may park in loading zones for up to four hours.
- E. Campus visitors are always welcome. Permanent registration is not required for visitors. However visitors should park in the appropriately marked visitor spaces or in any open unreserved parking space. Campus community members (students, faculty or staff) are not considered visitors under most circumstances and must not park in visitor spaces.
- F. **Housing Guest Vehicle Parking:** Vehicles belonging to visitors/guests of housing residents are considered non-registered vehicles. Guests should park in open parking spaces.

- From 2:00 AM through 6:00 AM in any Housing lots east of the Hyman Fine Art's Center (i.e. Lots F, G, and H and the parking areas around the Apartments) non-registered vehicles may be cited for improper parking.
 - Family members, friends, non-students, and commuter students visiting any housing resident must obtain prior approval from Housing personnel through use of the Overnight Guest Visitation Form. A copy of the Overnight Guest Visitation form acts as a temporary vehicle registration for the duration of the visit and must be displayed on the front dash of the guest's vehicle.
 - Handwritten notes will not be accepted or honored.
- G. Study Hall: On-campus parking in the Housing area is restricted to “**RESIDENTS ONLY**”. Off-campus students, staff, faculty, visitors, and Active Alumni members using the Study Hall during the restricted hours (**2:00 AM - 6:00 AM**) must contact Campus Police at 1109. Failure to notify Campus Police may result in a traffic citation.
- H. Between 5:00 PM and 7:00 AM parking lots and spaces not otherwise marked or reserved are available on a first-come first-served basis. Examples of spaces that always remain reserved are handicap, EMS, Ambulance or timed loading/unloading spaces. This list is not all-inclusive and if in doubt the driver should contact Campus Police and inquire before parking.
- I. During move in and out, selected emergency gates leading into the village apartment area will be opened. Students may pull up into these access lanes and park closer to assigned apartments. Vehicles must be parked with two wheels on the same side of the vehicle on the pavement (i.e. road surface). Vehicles may NOT be parked with all wheels on the grass (i.e. not right up to the apartment door). Forest Villas Apartments emergency bollards will be lowered for move in only. Due to the limited number of emergency access points, no emergency gates will be opened in the Residence Hall area.
- J. **Motorcycle Parking:** Concrete motorcycle parking pads are located in parking lots A, C, H and in housing and should be used for parking these vehicles. Motorcycles may park in marked parking spaces, only 1 unit per space, as any other vehicle. Motorcycles, motor scooters and mopeds may **NOT** be stored in buildings, or parked in breezeways, under stairs or next to buildings on campus. Vehicles in these locations will be removed and impounded.

8. PARKING FOR INDIVIDUALS WITH DISABILITIES:

- A. Sign(s) and/or pavement markings incorporating the international disability access symbol mark accessible parking areas reserved for individuals with disabilities. Obstructing access to a parking area reserved for individuals with disabilities is prohibited. Vehicles displaying an official State issued disability access license plate, permit or placard are authorized to park in these areas provided the person to whom the plate, permit or placard was issued is in/with the vehicle.
- B. Vehicles parked in spaces reserved for individuals with disabilities are required to prominently display a valid disability access parking placard or license plate issued by a State Highway Department. In addition to spaces specifically reserved for disability access in most parking lots, any vehicle displaying a valid State issued disability access permit may park in any marked parking space in accordance with state statute **§56-3-1960**, Free Parking.
- C. Persons with temporary impairments may obtain a time-limited disability access parking permit issued at the Office of Counseling and Testing (see example on back pages). The individual

requesting a campus placard must present a written statement from his/her physician stating that accessible parking is required. Individuals needing accessible parking for longer than four weeks must obtain a state-issued permit from the Department of Highways and Public Transportation. A campus issued placard can only be used to park in on campus spaces. Only state issued placards/plates permit parking in off campus disabled parking spaces.

- D. A current FMU registration decal is required in addition to and before issuance of a campus disability access-parking placard. All students must obtain a resident or commuter student permanent decal before a temporary disability access-parking permit will be issued.

9. NO PARKING AREAS:

Stopping or parking is prohibited, except in compliance with a traffic order by an officer, in any of the following areas:

- A. on streets or driving lanes where parking spaces are not marked
- B. on a sidewalk
- C. on a pedestrian crosswalk
- D. in or in front of a public driveway
- E. within 20 feet of an intersection, unless marked for parking
- F. within 15 feet of a fire hydrant
- G. on the grass or other non-paved surface
- H. where prohibited by official signs
- I. on or over yellow or white lines which mark parking spaces or lanes
- J. in front of a dumpster
- K. in front of any emergency gate, traffic bollard or in a fire lane under any circumstances.

10. ENFORCEMENT:

- A. It shall be the responsibility of the Campus Police Department to enforce all regulations set forth herein along with South Carolina statutes.
 - Violations of campus traffic regulations may result in the issuance of a FMU Traffic Ticket. The fine associated with the ticket or the appeal as to the validity of the ticket will be handled through the campus. The FMU Traffic Ticket does **NOT** result in any points against the operator's driver's license.
 - Violations of State Statutes may result in the issuance of a Form S-438, Uniform Traffic Ticket. Fines for these tickets are paid at and Court appearances regarding the validity of the ticket occur through Florence County Magistrates Court. The Uniform Traffic Ticket can result in traffic point assessment against your driver's license.
- B. Any person who operates or parks a motor vehicle on campus shall obey any official traffic sign or other control device placed in accordance with the provisions of this regulation except when otherwise directed by a Campus Police Officer actively engaged in directing traffic on campus. Whenever a particular section of this regulation does not state that signs are required, that section is effective without signs being provided.
- C. 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 inscription shield, or insignia thereon, or any part thereof.

- D. Francis Marion University, its officers and employees shall have no liability for the care and/or protection of and assume no responsibility for damage to or loss of any vehicle or its contents at any time while it is operated or parked on campus. It is **recommended** that valuables not be left in unoccupied vehicles at any time and that vehicles be locked when not in use. Thefts or damages that occur should be reported to the Campus Police Department by dialing extension 1109.
- E. After 5:00 PM Monday through Friday and on weekends, most marked parking spaces throughout campus revert to Open Parking **except** those set aside for short-term loading/unloading or for disabled persons. Limitations on parking in Housing between 2:00 AM and 6:00 AM remain in effect at all times.
- F. South Carolina enacted a primary enforcement of seat belt statute in 2005. As a result any member of the campus community in a motor vehicle is required to use available vehicle restraint devices while on campus or leaving campus onto the public roads and highways of the state.
- G. During hours of darkness or when perimeter gates are closed and access to campus is restricted officers may stop vehicles that do not have FMU decals. These stops are to ensure that persons accessing campus are here for a legitimate purpose such as, but not limited to, a student with a temporary vehicle or a guest of a student who can provide contact information for their host. If the stopped driver cannot provide a legitimate reason for being on campus he/she will be asked to leave and return during normal business hours.

11. VIOLATIONS AND PENALTIES:

A FMU Traffic Ticket is a notice of violation of this regulation and notice of the right to appeal the citation. The operator, owner or the person who registered the motor vehicle on campus is responsible for all non-moving violations incurred by the vehicle. Penalties may be in accordance with state statute, the Student Code of Conduct, the Traffic Regulation or any combination. Violators may be liable for both traffic fines and sanctions imposed under the campus judicial system.

All campus traffic tickets are due and payable within **fourteen (14) calendar days** after the date of the ticket at the Cashier’s Office in Stokes Administration Building. Any person cited waives the right to appeal the ticket by paying the assessed penalty within the time limit. All FMU traffic fines will double (only once) if the ticket is not paid or appealed as indicated above. Also the right to appeal the ticket will be forfeited. Three unpaid fines may result in revocation of campus driving privileges and possible immobilization or impoundment of the vehicle.

Although tickets are payable within **fourteen (14) calendar days** of issue students should be aware that failure to pay a financial obligation to the University before the end of the semester may result in the student not being allowed to register for future semesters or secure a transcript of records until the obligation is cleared. Similarly, faculty and staff members must meet all financial obligations to the University prior to the end of the Spring Semester.

- A. Campus Police Officers will issue the state uniform traffic ticket (S-438) **or** FMU traffic ticket **or** warning notice for violation of traffic regulations in accordance with applicable S.C. Code of Laws and FMU regulations. Fines for campus traffic regulation violations will be as follows:

FINE	VIOLATION
\$50.00	Improper parking-disabled

\$25.00	Alteration of, forgery of, or fraudulently obtaining a FMU vehicle registration
\$25.00	Disregarding a stop sign
\$20.00	Failure to register your vehicle on campus
\$15.00	Blocking gates, emergency lanes, or dumpsters
\$15.00	Driving on or parking in a restricted area
\$15.00	Parking in a Visitor, Faculty or Staff space
\$15.00	Parking on the Street or in a driveway in a parking lot
\$15.00	Parking in a loading/unloading zone,
\$15.00	Parking on or over the yellow lines
\$15.00	Parking in the Housing area from 2 – 6 AM without an “R” Resident Decal *
\$15.00	Exceeding the marked time limits on designated timed parking spaces.
\$15.00	Moving violations other than stop signs
\$15.00	Boot/Immobilization Fee **
\$5.00	Improper Display of FMU Decal – i.e. wrong place, not permanently affixed, etc.
*	Housing parking areas are around the campus apartments, Lots F, G, and H. Vehicles without an “R” decal, a current Temporary Parking Permit or an Overnight Guest Visitation Pass from Housing are considered illegally parked and cited.
**	The Boot/Immobilization fee may be applied whenever a vehicle has three or more citations and this fine cannot be appealed.

B. **Reckless Driving:** A state violation defined by S.C. Law 56-5-2920. An FMU Police incident report will be completed and sanctions under the Code of Conduct may result. The campus fine imposed will be \$50.00 for the first violation. A second offense will result in the fine doubling and the individual’s campus driving history will be reviewed. This review could result in revocation of campus driving/parking privileges.

C. **Driving Under the Influence:** Driving under the influence of an intoxicating substance as defined in S.C. Law 56-5-2930 will result in the arrest of the offender. The sanctions imposed will be in accordance with the State Statute. The driver subjects’ himself/herself to revocation of campus driving privileges along with any other state or campus imposed sanction.

D. **Delinquent Violations:**

- (1) Persons who fail to pay the fine or fail to initiate the appeal process within **fourteen (14) calendar days** after the traffic ticket issue date waives any right to appeal the citation.
- (2) Persons with one or more past due parking citations (citations which have not been paid or appealed within **fourteen (14) calendar days** of the date of violation) may not register a vehicle to park on campus until all past due penalties are paid.
- (3) Persons with three (3) or more past due parking citations may be prohibited from parking on campus. Immobilization or impoundment of the vehicle is also possible.

12. IMMOBILIZING, REMOVING, AND IMPOUNDING VEHICLES:

A. Francis Marion University Police may immobilize, tow, impound and/or store at the owner's expense and risk any vehicle:

- (1) that impedes or obstructs movement or operation of emergency equipment.
- (2) that is parked in a fire lane or by a fire hydrant or obstructs the collection of trash at established locations.

- (3) that is not properly registered to include proper license plates and current FMU decal.
- (4) that is left parked in excess of 48 hours, regardless of how or where, unless Campus Police receives notification.
- (5) that is parked illegally, impedes vehicle or pedestrian traffic or is presumed abandoned.
- (6) that is registered or unregistered or which the owner/driver continues to park on University property after receiving at least three citations in a twelve month period.
- (7) that is unattended and left in a manner that obstructs traffic or creates a hazard after reasonable effort are made to contact the owner to have the vehicle removed
- (8) When the vehicle owner/person responsible for the vehicle cannot be located or contacted for disposition or if the person cannot immediately remove the vehicle it may be towed.

B. An immobilization fee of **\$15.00** will be assessed on a FMU Traffic Ticket and this fee **cannot** be appealed.

C. Owners should contact Campus Police at (843) 661 – 1109 to find out if the vehicle was towed. Transportation to the wrecker service location will not be provided. Motor vehicles that have been towed and impounded will not be released until all unpaid campus citations are cleared at the Cashier’s Office. The vehicle owner or operator is responsible for paying any towing and storage fees to the individual towing company. Motor vehicles impounded and not claimed may be disposed of in accordance with State statutes.

13.ACCIDENTS:

Any motor vehicle accident resulting in death, personal injury or property damage shall require the operator to report the accident to the University Police Department and comply with South Carolina law regarding motor vehicle accidents. The Campus Police Department will complete an accident report or incident report as appropriate and will handle any charges resulting from the accident. Depending on the severity of the accident assistance may be sought from off campus law enforcement such as the SC Highway Patrol.

14. TRAFFIC BARRICADES:

No person, other than those who by the nature of their functions are required to do so, shall operate any motor vehicle in or upon any area of the campus that is closed by the use of barricades, gates, bollards or other traffic control devices.

15. VEHICLE BREAKDOWN:

A. Persons, who must park in an unauthorized parking area due to a mechanical failure, may obtain temporary permission from the Campus Police Department. Permission will not be granted, or will be rescinded, if the motor vehicle is parked in a manner that obstructs a fire lane, impedes vehicular or pedestrian traffic, or is parked in any other unsafe manner.

B. In the event a vehicle breaks down or runs out of gasoline while on campus, all reasonable steps should be taken to move the vehicle from the street or other hazardous position to a parking space. In the event that the vehicle must be parked illegally to await repairs or gasoline, the Campus Police Department must be notified immediately. Campus Police Officers can aid with minor vehicle problems such as a dead battery or keys locked in the car. Campus Police can assist motorists in finding mechanical assistance for more extensive problems.

16. NON-MOTORIZED/HUMAN POWERED VEHICLES:

A. Francis Marion University recognizes non-motorized vehicles or human powered transportation devices are important and legitimate means of transportation provided they are operated with due regard and concern for the safety of the general public. This section applies to such things as bicycles, unicycles, skateboards, skates and similar items. These items must be operated with due regard and concern for the safety of the general public. Non-motorized vehicles may be operated on campus sidewalks and paths provided they are used solely as a means of transportation and not for purposes prohibited by statute or by this regulation. Pedestrians in all locations designated for pedestrian traffic shall have the right-of-way over non-motorized vehicles and human powered devices.

B. Non-motorized cycles

- (1) State law governs non-motorized cycles. The cyclist has a right to use the streets and highways just as a motorist. However, the relative size of the cycle and the lack of safety devices make it extremely important that cycles be operated within the law.
- (2) Cycles and cyclists shall in all respects comply with applicable state laws and regulations, including but not limited to turn signals, lighting, brakes, lane changing, etc.
- (3) Cycles may be operated on sidewalks but must yield to pedestrians and must be operated in such a manner so as not to cause a traffic hazard.
- (4) Cycles must be parked/secured in the campus provided bicycle racks. Chaining or storing bicycles to objects other than authorized bicycle racks is prohibited. Bicycles found improperly parked or secured to inappropriate objects (i.e. light poles, handrails, doors, etc.) may be removed and impounded by Campus Police. It is recommended that bicycles be locked in the rack using a high quality locking device.
- (5) Driving or storing of bicycles inside residences or campus buildings is prohibited. Improperly stored bicycles may be removed and impounded by Campus Police.
- (6) Bicycles should be registered with Campus Police, in person or through the Campus Police web pages. In the event of theft, the registration number will aid in the investigation

C. Prohibited Activities

- (1) Any acrobatic maneuver, stunt, trick riding, speed run, or other movement designed to display or demonstrate the operator's physical ability to manipulate the non-motorized vehicle, cycles or skates is prohibited on University property.
- (2) Motorcycles, motor scooters, mopeds, bicycles, skates, skateboards and other similar means of transportation will **NOT** be operated within buildings or on the patio/breezeway/ramp areas of any campus buildings.
- (3) Bicycles, skates, and skateboards may be operated on sidewalks provided the operator yields to pedestrians.
- (4) The operators of non-motorized vehicles are responsible for controlling the speed of such device so as not to endanger any pedestrian.

D. Penalties

- (1) Any campus community member or person connected to the University violating the provisions of this regulation will be issued a campus Traffic Ticket charged with "Other Moving Violation" and fined \$15.00. Additionally, the violation shall be reported to appropriate authorities for administrative action as deemed appropriate.

17. FMU TRAFFIC TICKET APPEALS/THE UNIVERSITY TRAFFIC COMMITTEE:

- A. Members of the Traffic Committee shall consist of representatives from faculty, staff and/or students. The committee members elect the committee chairman. The Chief of Campus Police serves as a non-voting advisor to the Committee.
- B. This committee operates as an advisory group to the President. Recommendations are made regarding traffic control, parking, vehicle registration, violations and penalties. All recommendations are subject to the final approval of the President.
- C. The Traffic Committee has the authority to review violations to determine whether an infraction has been committed. It also has the authority, upon review, to reduce any violation if applicable or to void any ticket where a violation of the regulations is not shown.
 - **The decision of the Traffic Committee on traffic ticket appeals is final.**
- D. The Traffic Committee may revoke the privilege of driving or parking on campus of any individual who grossly or repeatedly violates the traffic regulations. If privileges are revoked, subsequent operations on campus will result in charges and fines.
- E. Any person feeling that his/her vehicle has been unjustly ticketed may file a written Traffic Appeal. Appeals must be received within **fourteen calendar (14) days** after issuance of the ticket or the right to appeal is forfeited. Only one appeal will be allowed per citation. The person actually in control of and/or operating the vehicle at the time it was cited must submit the appeal.
 - The person receiving a citation will present his or her case to the committee by written explanation or in person. Appeal forms are available at the Cashier's Office in Stokes Administration Building or the appeal form may be completed on the Campus Police web page, <http://www.fmarion.edu/about/police>
 - The appellant need not appear if he or she does not desire to do so. If you commit yourself to appearing in person and fail to appear, then the written appeal will be reviewed by the committee and used to make a determination.
 - The appeals committee's decision is final.
 - If the appeal is sustained, the appellant will be notified and no further action is required.
 - If the appeal is denied, the appellant will be notified. Payment of the fine must be received within the time limit outlined in the letter or the fine imposed will double.
- F. During vacation periods, between semesters, during the summer semesters and during periods in which the Traffic Committee has not been established or is not able to convene, the previously serving Committee Chairperson or his/her designee may review all appeal cases in lieu of a full

committee meeting. He/she may also call an ad hoc Committee or implement other procedures which may be necessary at the time in the interests of concluding the appeals review process.

- G. All who habitually or flagrantly disregard these regulations may be subject to disciplinary action and/or revoked parking privileges. People who continue to park on Francis Marion University property after their privileges have been revoked will have their vehicles towed away.