

# MOTOR VEHICLE REGULATIONS



These regulations have been prepared for the guidance of all students, faculty, staff and guests who operate motor vehicles on campus or in parking areas of Ohio Northern University. These regulations are necessary for traffic order and protection. All faculty, staff, and students are required to abide by them when operating a vehicle on campus. Courtesy, caution and good sense must characterize all campus driving and the University reserves the right to withdraw operating privileges from anyone at any time while on campus.

### Definitions:

The term "motor vehicle" includes automobiles, trucks, motorcycles, motor scooters, motor bikes, and any other motor-powered vehicle operating on land, excluding **snowmobiles and ATV's, which are not permitted on campus.**

The term "student" includes all persons registered for classes at the University.

Students working part-time for the University are subject to student regulations.

A bonafide "visitor" is any person other than faculty, staff or student, driving or parking a nonregistered vehicle on campus.

### General Regulations

The following regulations, which may be amended from time to time, govern the driving and parking of motor vehicles on the campus of Ohio Northern University:

1. The speed limit for motor vehicles on University property shall be 15 miles per hour at all times unless otherwise posted.
2. On our campus pedestrians have the first preference to the right-of-way. Drive slowly and always respect the rights of others.
3. Motor vehicles must be operated only on the street designed for normal automobile use.
4. Any accident involving a motor vehicle on University property must be reported to the Security Office at the earliest possible moment - Phone 2222.
5. Parking of motor vehicles on University property is confined to areas designated for the purpose. Parking is prohibited on grass plots, construction areas or any other place that will mar the landscaping of the campus, inconvenience or endanger anyone, create a hazard or interfere with the use of University facilities by others.
6. Parking is prohibited at all loading and service docks and zones, entrances to all buildings and at all areas painted yellow. **On blacktop lots all cars must be parked within the white lines. Straddling one or more lines involves a violation.**
7. **The responsibility for finding a legal parking place rests with the motor vehicle operator. Lack of space is not considered a valid excuse for violation of these regulations.**
8. **The person in whose name a vehicle is registered at Ohio Northern University is responsible for any violation involving that vehicle.**
9. Parking areas designated for visitor parking are not to be used by students, faculty, or staff.

10. **Any vehicle in violation of parking regulations, apparently abandoned or left in such a position as to constitute a hazard to others, may be towed without notice and stored at the owner's expense.**
11. **Ohio Northern University assumes no responsibility for the care and/or protection of any vehicle or its contents at any time it is operated or parked on the campus.**
12. Parking areas designated for handicap use are not to be used by students, faculty, or staff **at any time, unless the State of Ohio has issued them a handicapped placard.**
13. All traffic citations will either be paid or an appeal filed.
14. For loading and unloading vehicles at point of residence, vehicle must have 4-way flashers operating. Immediately following completion of move, vehicle must be moved to proper lot.
15. It is the responsibility of each person desiring to operate a motor vehicle on campus, to become knowledgeable of the contents of these regulations. Ignorance of the regulations is no excuse for a violation.

### Registration Of Faculty and Staff Vehicles

1. All employees of the University who possess or operate a motor vehicle in the University Community must register for a parking hangtag with the Security Office if they wish to use University parking facilities.
2. Employees may only possess one parking hangtag regardless of number of vehicles owned.
3. The parking hangtag must be returned when leaving the employment of the University.
4. A replacement fee of \$25 will be assessed for lost or stolen parking hangtags.

### Eligibility For Student Motor Vehicle Registration

All students officially enrolled at the University are eligible to operate a motor vehicle in the University community. Students on academic or disciplinary probation may be denied the use of a motor vehicle.

### Registration Of Student Vehicles

1. All eligible students who possess or operate a motor vehicle in the University Community must register such vehicle with the Security Office if they wish to use University parking facilities.
2. No student may purchase a parking permit for a motor vehicle which is not titled to them or a member of their family or legal guardian without permission from the Dean of Students, nor will a parking permit be issued for a student vehicle bearing dealer's plates without permission from the Dean of Students.
3. Students living on campus may obtain only one parking permit.
4. Commuting students may obtain additional parking permits if circumstances warrant their doing so. The cost of each additional permit is \$7.50.
5. Falsification of information to obtain a parking permit shall

subject the offender to a penalty of \$25.00 and automatic revocation of parking and driving privileges.

6. Students with unpaid traffic tickets from the previous year will be denied privileges until all tickets are paid.

### Procurement And Display Of Parking Decals

1. Registration forms for a motor vehicle may be obtained by an eligible student, faculty or staff member at the Security Office.
2. **Decal Display:** Display of the parking decal must be in the rear window on left side. Two wheeled vehicles must have decals displayed on rear fender if possible, otherwise in a conspicuous place on the vehicle.
3. **Defective Decals:** Defective decals must be exchanged for replacement immediately. No charge will be made if substantial fragments are presented. This will also apply if you purchase or obtain another vehicle. Noncurrent decals must be removed from rear window before installing current decal.
4. **Hangtag Display:** Hangtags must be displayed from the vehicles rear view mirror with the numbers facing out.

### Parking And Parking Permits

1. **No faculty, staff or student vehicle may be parked anywhere on campus, including fraternity parking lots and campus apartment lots, unless the vehicle has been properly registered and a valid parking permit has been obtained.**
2. The parking fee for each vehicle is \$45.00 per academic year or \$30.00 per quarter.
3. Temporary parking permits may be obtained for \$1.00 per day by any eligible student who desires to bring a vehicle on campus for a limited time.
4. Parking of vehicles is limited to those areas specifically designed for that purpose.
5. Parking of faculty, staff and student vehicles is limited to the lots indicated on the parking decal or hangtag at the time of registration. These regulations contain a map indicating authorized parking lots.
6. The access road behind Founders and Lima Halls is open from 6 a.m. to 11 p.m. daily. A 30 minute time limit is in place. Parking on the south side (firelane) is prohibited.
7. Various parking areas and authorized users are listed on the reverse side. **Note - All vehicles at all times must have a valid parking permit to park anywhere on campus.**

### Violations, Fines And Appeals

#### 1. Schedule of Fines:

Improper parking	\$10.00
Driving or parking on grass	25.00
Driving on sidewalks	25.00
Reckless operation of a motor vehicle	30.00
Parking without parking permit	
1st offense	Warning
2nd offense	45.00
3rd offense	50.00

4th offense 100.00  
(On 4th offense vehicle will be towed from campus and stored at owner's expense.)

Registration decal improperly displayed	2.00
Parking in fire lanes	30.00
Falsification of information	25.00
Parking in restricted areas	20.00
Parking in handicapped space	30.00
Stop Sign	10.00
Longer than posted time	10.00

2. **Payment of Fines:** Fines are to be paid in the Controller's Office, Lehr Building.

#### 3. Appeals:

- a. A Traffic Violation Appeals Committee, composed of two students and one faculty/staff member will consider appeals for waiver of fines. The student members of the committee will be appointed by Student Senate and the faculty/staff member will be appointed by the Vice President for Financial Affairs.
- b. Application must be filed with the University Security Office on forms provided by that office.
- c. Failure to file an application within **14 days from the date of the ticket**, or failure to appear at the scheduled meeting of the Appeals Committee, will result in forfeiture of the right to appeal.
- d. The decision of the Appeals Committee is final and a violation may not be reappealed unless **significant** new evidence or proof is submitted. If the Appeals Committee acts favorably on an appeal, the student will be reimbursed for any fine already paid. Additional fines assessed for late payment of fines are **not** refundable regardless of the decision of the Appeals Committee.
- e. Tickets for illegal parking in spaces reserved for handicapped persons may not be appealed.

### Revocation Of Parking Permits

1. Parking privileges may be revoked by the University Security Office when a student has accumulated five (5) or more traffic or parking violations in a school year.
2. Additional violations after parking privileges have been revoked will subject the violator to a \$25.00 fine for the first ticket, and a \$50.00 fine for each additional ticket. **These fines may not be appealed.** Extreme cases will be reported to the Dean of Students for appropriate action.
3. Once parking privileges have been revoked, they will not be reinstated unless approved by the Security Chief.

### Snow Removal

1. Faculty, staff, and students will be given 12 hours notice to clear lots with instructions on where to move their vehicles.
2. After the 12 hours expire, any vehicles that remain will be towed at owner's expense.
3. **No vehicles will be parked in commuter or faculty and staff lots between the hours of 12:00 midnight to 6:00 a.m. during heavy snow season (November through February).**

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