

# **VEHICLE REGULATIONS LOYOLA MARYMOUNT UNIVERSITY DEPARTMENT OF CAMPUS PUBLIC SAFETY**

## **VEHICLE REGULATIONS**

- 1. VEHICLE REGISTRATION PERMIT:** All motor vehicles, including 2 and 3-wheeled motorized vehicles driving on Loyola Marymount University Campus must have a **CURRENT REGISTRATION PERMIT** affixed to the vehicle windshield (front windshield, drivers side, lower left hand corner and must be legible and clearly visible). If more than one vehicle is registered, a second permit will be issued. Motorcycles must affix the permit along the left front fork panel or the gas tank.

### **A REGISTRATION PERMIT DOES NOT NECESSARILY GUARANTEE A PARKING SPACE ON CAMPUS.**

Loyola Marymount University Employee Registration Permits do not expire and will stay current until you terminate your status as an employee or a new vehicle is used. Employee "One Cards" will not be activated for campus entry or parking areas until their vehicle is registered.

LMU students, because of their constant housing and vehicle changes, are required to register their vehicles each year at the beginning of the fall semester or upon enrollment. Student "One Cards" will not be activated for the campus entry gates unless their vehicle is currently registered.

LMU students and employees may obtain their Registration Permit in the following two ways:

1. Students and Employees may apply on line at the University web site and then drop by the Public Safety Office located in Daum Hall 24 hours 7days a week or at the Public Safety Office located on the 1<sup>st</sup> floor of University Hall Monday-Friday from 8:00 a.m.-4:00 pm. You will need to bring a copy of your One Card, vehicle registration, and your current class schedule (students) to receive your parking permit packet.
2. **OR** if no computer access is available, you may come to the Public Safety Office located in Daum Hall 7 days a week 24 hours a day. You will need to bring a copy of your vehicle registration, your one card, and your current class schedule (students) to receive your parking permit packet.

Parking lots “G” & “H” are reserved for residents of Whelan, Rosecrans, Desmond, Huesman, and Sullivan and LMU employees. A special permit is required and may be obtained from the Public Safety office.

\*(For identification purposes, Students must present either their Student ID [One Card] or a copy of their class schedule along with a state issued identification.

**VEHICLES PARKED IN RED ZONES, BICYCLE LANES, BLOCKING SIDEWALKS, CROSSWALKS, TRAFFIC LANES, FIRE HYDRANTS, GATES OR TOW AWAY ZONES WILL BE SUBJECT TO FINE, IMPOUND OR BOTH.**

**VEHICLES PARKED IN FIRE LANES OR HANDICAP ACCESS WILL BE IMMEDIATELY CITED AND TOWED FROM THE LMU CAMPUS AT THE OWNERS EXPENSE.**

*STUDENTS ARE REQUIRED TO REMOVE THEIR VEHICLES FROM CAMPUS WHEN THEY COMPLETE THEIR ENROLLMENT IN AN ACADEMIC SEMESTER. THE ONLY EXCEPTION WILL BE FOR RESIDENT STUDENTS WHO WILL BE WORKING AND STAYING ON CAMPUS OVER A SEMESTER BREAK.*

2. **TEMPORARY REGISTRATION PERMIT:** Temporary permits are available from the Public Safety Office if your **Registered Vehicle** is out of service or some other irregular situation exists and you will be driving a vehicle not registered with Public Safety. There is no fee required for these permits, which will be issued for a maximum **two-week** period.

The Public Safety Officer at the entrance gate does not issue visitor passes or temporary permits to Students or Employee’s.

**ALL VEHICLES PARKED ON THE LOYOLA MARYMOUNT UNIVERSITY CAMPUS MUST DISPLAY A VALID REGISTRATION PERMIT.**

**“RIDESHARING IS A ROAR AND WE’RE NOT LION”**

3. **RIDESHARE PROGRAM:** In an effort to reduce the number of vehicles entering Loyola Marymount University and to reduce the amount of vehicle pollution, Loyola Marymount University has formed a Rideshare program. LMU Employee’s who enter the campus with at least two persons in their vehicle will be issued, on request, a Rideshare Permit for the day at the Information Booth. This Rideshare Permit will allow Rideshare participants to park in specific "carpool" areas.

- 4. RESPONSIBILITY FOR PENALTIES:** The person to whom a vehicle is registered is responsible for any liability or damage claims, including vehicle regulations violation penalties in connection with the possession and/or operation of the vehicle on the Loyola Marymount University Campus. (This means, if you loan your vehicle to someone and they receive a citation while using that vehicle on campus, you will be held responsible for that citation.) If a registered vehicle is sold, it is the responsibility of the owner to remove the permit before selling to avoid being charged for any future citations.

It is mandatory that any motor vehicles on the Loyola Marymount University campus comply with the California Vehicle Code and the LMU vehicle Regulations. Drivers are responsible for the actions of all passengers in their vehicle. Permit Holders are also subject to citations or impoundment if the vehicle is parked in a handicapped area without a handicapped placard, in a red zone, unauthorized areas, sidewalks, crosswalks, area of fire hydrants, fire lanes, grass areas, blocking driveways, loading zones, bicycle lanes, or obstructing traffic lanes. See paragraphs 13 and 15 for more details.

- 5. TOWING OF VEHICLES:** Any vehicle parked on the Loyola Marymount University campus in violation of these regulations, the California Vehicle Code, or the Traffic and Fire Code of the City of Los Angeles is subject to tow from campus. Any **unregistered** vehicle parked on campus may be towed at owner's expense. Any unregistered vehicle with 3 or more unpaid citations **will be towed** from campus, impounded and taken to such place for storage as the Loyola Marymount University Public Safety Department may select. The owner or operator of the vehicle prior to the vehicle being released shall pay the expense of such impoundment and storage.

\*Loyola Marymount University and its employees are not responsible for loss or damage of any kind resulting from towing, impounding, and storage.

Any Student or LMU Employee with 3 moving violations or loss of all 10 parking privilege points may lose their vehicle driving privileges on the Loyola Marymount University Campus. The Director of Public Safety will determine the final decision for the revocation of these privileges. Persons who have had their driving privileges revoked must park their vehicle off campus. Students and Employees, who have had their driving privileges revoked, **will have their vehicle towed** off of campus and impounded at the owner's expense if it is located anywhere on LMU property.

The Director of Public Safety or the Parking Manager, in accordance with LMU policy, may have any vehicle towed from campus.

**6. TWO WHEELED VEHICLES OR BICYCLES:**

All bicycles, mopeds, scooters and motorcycles must be registered with the Department of Public Safety. Failure to register your bicycle or moped risks your vehicle being confiscated by Public Safety. You must register your vehicle to re-obtain possession

These vehicles shall only park in areas designated for such vehicles. Gas operated vehicles are prohibited from parking in the bicycle parking areas and are strictly prohibited from parking within the resident dorm or apartment areas. **Vehicles in violation will be immediately towed at the owner's expense.**

The Department of Public Safety provides motorcycle and bicycle permits free of charge to any student, faculty or staff.

**"HELMETS MUST BE WORN AT ALL TIMES"**

**7. HEAD-IN PARKING:**

All vehicles are required to park "head-in" except areas where specific delineators for parallel parking are marked.

**8. LOADING AND UNLOADING (Temporary Parking Area):**

Short-term parking areas are identified by the color **GREEN** and the words **“\*\*MINUTE PARKING ONLY”**. After loading or unloading the vehicle must be moved immediately to an authorized parking area. **If you require more than the maximum posted time limit you may obtain a special permit from the Public Safety Office, the campus Information Booth or any Parking Enforcement Officer.**

**9. FAILURE TO STOP/EVASION:** Any person who intentionally fails to stop for a Public Safety Officer in the course of his/her duties and/or drives recklessly in an effort to evade a Public Safety Officer will be cited and all driving and parking privileges will be immediately suspended for a term no less than one year.

**10. SPEED LIMIT ON CAMPUS:** The maximum speed limit on the Loyola Marymount Campus is **15 MPH** unless otherwise posted. Prevailing safety conditions may occasionally require a lesser speed. Speed bumps are placed in designated areas to limit the speed of vehicles. The speed limit in all **parking lots and structures is 5 MPH.**

Vehicles cutting through parking lots to avoid traffic, traffic signs, or speed bumps will be cited for reckless driving.

**11. IMPROPER PARKING:**

At no time, for any reason or any amount of time, is parking allowed on sidewalks, bicycle lanes, fire zones, red zones, or handicap spaces (without a

proper permit). Improperly parked vehicles will be towed at owner's expense. Vehicles, except O&M vehicles, will not be driven on lawns, sidewalks, or paths without prior approval of the Department of Public Safety.

- 12. **PEDESTRIAN TRAFFIC:** Pedestrians have the right-of-way at all times in all parking lots, access roads, crosswalks, and intersections.
- 13. **DESIGNATED PARKING AREAS:** Vehicles authorized to park on the Loyola Marymount University Campus must park in areas designated as parking lots. **Street parking is prohibited** except in specifically marked areas.

The following color codes are used to designate different parking areas. The parking areas are painted these colors to designate these parking areas:

White	Open Parking
Blue	Handicapped
Green (with time limit posted)	Timed Lot or Stall
Purple	Employee Rideshare
Red	No Parking Anytime
Yellow	Loading/Unloading

**STUDENT PARKING:** Students must park in the Parking Lot to which they are assigned by the Department of Public Safety weekdays from 7:00 a.m. to 10:00 p.m. All assigned parking areas will be enforced Monday through Sunday from 7:00a.m. To 10:00p.m. Except handicapped, red zones and 20 Minute loading/unloading areas which will be enforced 24 hours a day seven days a week, including weekends and holidays.

- 14. **LARGE CAMPERS:** Approval to park campers must be obtained from the Department of Public Safety. A camper must occupy only one parking space and cannot be parked in a manner that obstructs the flow of traffic or blocks a fire lane. Any traffic obstruction may be cause for the towing of the vehicle at the owner's expense. Sleeping in a vehicle is not permitted.
- 15. **TRAFFIC CITATIONS:** All parking or moving violations issued at Loyola Marymount University must be paid at the Controller's Office. All fines must be paid within 7 days of the citation's issue date. **LATE PAYMENT OF FINES WILL RESULT IN ADDITIONAL PENALTY CHARGES.**
- 16. **HANDICAPPED PARKING:** Only persons displaying a VALID Handicapped Parking Placard issued in their name are authorized to park in designated handicapped parking areas. If you have a condition in which you will need to temporarily utilize the University's handicap parking, you must apply with the DMV. Public Safety is **not authorized** to issue handicap placards

- 17. RESPONSIBILITY FOR ENFORCEMENT:** The Parking Manager and the Director of the Department of Public Safety are responsible for the strict enforcement of all campus vehicle regulations.
- 18. CITATION APPEALS:** If you feel you have unjustly received a citation, you must complete the Internet appeals on the Public Safety website (located at <http://www.lmu.edu>) and submit it in person to the Parking Enforcement Division located in Daum Hall within 21 days of receipt of the citation. The Parking Manager will then review the citation and verify whether it is valid or an error was made on the part of the citing officer. If, in the view of the Parking Manager, the citation stands or it is determined the fine should be reduced the Parking Manager will advise the appellant of the decision.
- 19. RESPONSIBILITY FOR DAMAGE AND THEFT:** Loyola Marymount University provides parking for students, employees and visitors. The University is not responsible for any damage to or theft from vehicles, or the theft of vehicles parked on the University property. This is the sole responsibility of the vehicle owner or operator. We recommend that you take every reasonable precaution to prevent theft and vehicular damage. Such measures include closing all windows, locking all doors, parking in designated areas only, following all traffic signs and avoid displaying valuables. If you become a victim of theft or vehicle damage while parked on University property, you should contact the Public Safety Department immediately (for investigative purposes only).

## 20. LMU PARKING PRIVILEGE POINT SYSTEM:

Loyola Marymount University uses a point system to determine on-campus-parking privileges. Each student is issued 10 (ten) parking privilege points per academic year. Parking violations are assigned numeric point values numbered 1-10 according to severity of offense. Points are deducted for each violation. Once the student's privilege points reach 0 (zero) all parking privileges will be revoked. All unregistered vehicles have **NO** points assigned therefore have no parking privileges. Vehicles without parking privileges are subject to tow at owner's expense. New points are reassigned each academic year and a new record begins.

This system determines parking privileges only. Vehicles may still be cited or towed according to any existing rules and regulations set forth by the university. The LMU point system is listed below.

### LMU PUBLIC SAFETY POINT SYSTEM

<u>CODE</u>	<u>VIOLATION</u>	<u>FINE</u>	<u>POINTS</u>
1.	Carpool	50.00	1 (One)
2.	Handicap	200.00+Tow	4 (Four)
3.	Fire Hydrant/Lane	100.00	2 (Two)
4.	Red Zone	50.00	1 (One)
5.	Illegal parking	50.00	1 (One)
6.	Speeding	100.00	2 (Two)
7.	Parking on Lawn/Sidewalk	100.00	2 (Two)
8.	Failure to obey traffic control devices	100.00	2 (Two)
9.	No parking permit	50.00	1 (One)
10.	Reckless driving	200.00	4 (Four)
11.	Obstructing traffic	100.00+Tow	2 (Two)
12.	Illegal entry	100.00	2 (Two)
13.	Littering	200.00	4 (Four)
14.	Driving on lawn	100.00+Repairs	2 (Two)
15.	Purposeful evasion*	500.00	10 (Ten)
16.	Blocking Crosswalk/Access	100.00+Tow	2 (Two)
17.	DUI*	500.00+Tow	10 (Ten)
18.	Public Nuisance	50.00	1 (One)
19.	Altered/forged permit	200.00+Tow	4 (Four)
20.	Tow-Away zone	100.00+Tow	2 (Two)
21.	Helmet law	50.00	1 (One)
22.	Bike lane	100.00+Tow	2 (Two)
23.	Providing false information/Non compliant	100.00	2 (Two)

\*Indicates possible immediate suspension of campus driving and parking privileges