Traffic & Parking Regulations

Vehicle Operations and Parking Jurisdiction
The Campus Safety Office is responsible for enforcing traffic and parking regulations on the University campus as well as providing for the security of the campus. While reasonable efforts are made to ensure the security of parking lots, the University cannot assume responsibility for personally owned motor vehicles and will not reimburse students and/or parents for damage and/or property loss.

Enforcement
Parking Rules and Regulations will be enforced 365 days a year. All violations may be dealt with through the issuance of a University Parking Ticket; however, local Law Enforcement agents may issue handicap violations according to North Carolina Law. If you receive a state or county citation, you must pay the fine at the Magistrates Office in Lillington, NC.

Students are required to pay the fines for University parking tickets or give notice of appeal within five school days at the Parking Administration Office located in the Campus Safety Building. Failure to respond to tickets within the required period will result in fines being charged directly to the student’s account.

Due to an event on the campus, the university reserves the right to close a parking lot(s) and require vehicles to be moved to another lot.

Appeals
A student wishing to appeal a parking ticket must advise the Parking Administration Office within five school days of receiving the ticket. Appeals will be addressed by the University Traffic Committee. The Committee is composed of 2 faculty/staff representatives, 2 students (SGA members appointed by Dean of Students), the Director of Campus Safety, and the Director of Parking Services. The Traffic Committee will meet as needed.

Vehicle Registration
Students (undergraduate, graduate, professional school and/or special) attending Campbell University and all residents of Campbell-owned housing who own and/or operate a motor vehicle (including motorcycles and motor scooters) on the campus are required to register their vehicles annually with Parking Administration and properly display the issued decal.

The following general rules apply:

a. All vehicles driven on campus must be registered with Parking Administration.

b. The student to whom a registration decal is issued is responsible for all violations accumulated by that vehicle.

c. Students must re-register a vehicle if the Parking Decal is lost or the student changes vehicles.
d. Only the current decal is to be displayed; all others must be removed.

e. A student changing Residence Halls and/or Apartments should contact Parking Administration to be issued a parking decal corresponding to the new location, if needed. This will be done at no additional charge.

f. The employment of a student’s spouse by the University does not affect his/her status for vehicle registration purposes; he/she must still register vehicles that he/she owns or operates as a student.

**Fees**
All students registering a vehicle are required to pay an annual fee for a parking decal. The amount of the fee is determined by the Board of Trustees and published in the Business Office’s Supplement to the *Campbell University Bulletin*. Students are limited to one car on campus per year. Vehicle registration fees may be charged to the student’s account.

**Decals**
Parking decals must be **permanently affixed** to motor vehicles as described by the manufacturer’s instructions (attached to the decal) immediately upon receipt.

Decals should be placed in one of the following areas.

a. Lower left side of the rear window (driver’s side, bottom of back window).

b. Convertibles only: bottom of the left side rear-quarter panel window (driver’s side, bottom of side window nearest the back).

**Temporary Permits**
Temporary permits may be issued to students and faculty/staff at the Parking Administration Office or the Campus Safety Office under the following circumstances:

a. In the event a vehicle other than the one permanently registered is being used temporarily on campus.

b. Upon presentation of a signed statement from a Physician or The Student Health Services Department, temporarily disabled students and/or Faculty/Staff may receive temporary handicapped parking privileges. Handicapped spaces are available for those who qualify (those in wheelchairs, braces, crutches, etc.). Exceptions are spaces assigned to specific handicap individuals.

**Visitor Parking Passes**
Visitors to the campus, such as parents and vendors, are asked to obtain a parking pass from the Campus Safety Office. The passes are normally provided for periods of short duration only, and are to be displayed from the rearview mirror of the vehicle for which they are issued. Visitor parking passes entitle the holder to park in any designated space except handicapped and reserved.
Parking Lots
Students are required to park only in their assigned lots between 7:00 am and 7:00 pm, Monday through Friday.

Parking lots are assigned on the basis indicated below. Spaces in each lot are defined either by painted lines or concrete bumpers.

a. Commuting Students: Lots C, E, H, I, K, L, N, Q, T, X, KK, & PB are designated for the general commuting student population. A common decal will be issued and commuting students may park in any of these lots as space is available.

b. Commuting Pharmacy/Medical School Students: A distinctive decal will be issued to commuting pharmacy/medical school students. These students may park in any commuting lot (listed above).

c. University Residential Students: A distinctive decal will be issued to residential students. Residential students residing in the Stadium Apartments may commute to class. Residents who reside in Faculty Memorial Commons must park only in their designated parking area and walk to their destination on campus.

d. Reserved Spaces: All lots on campus have designated spaces for faculty, staff, handicapped, visitors, and 30-minute parking, etc. Students may not park in these spaces. Violators will be subject to towing.

e. Visitors & Timed parking: The “J” lot in front of the bookstore/Chick-Fil-A is for visitors only and timed parking.

f. South Campus includes Faculty Memorial Commons, Stadium Apartments, Barker, Small, McCall, Sauls, Burkot, and Murray Halls. All freshmen (male and female) students residing in a residence hall on south campus are required to park in lot "Y" at all times. All upperclassmen will be issued a South Campus decal and may park in "M" lot with an overflow lot of "Y" from 7:00 am to 7:00 pm, Monday through Friday.

g. North Campus includes Bryan, Day, Jones, Hedgpeth, Pat Barker, Powell, Strickland, The New Dorm, Kitchin and Baldwin Halls. All resident students residing in a residence hall on North Campus are required to park in their assigned lot from 7:00 am to 7:00 pm, Monday through Friday (as listed below):

- Kitchin and Baldwin Halls: “C” parking lot.

Parking Prohibitions
The following prohibitions will be enforced twenty-four hours a day, seven days a week:

a. Parking in or blocking vehicular access to fire lanes and/or “Handicapped” spaces.
b. Parking in reserved spaces (i.e. University President, Vice Presidents, and Deans).
c. Parking in a “No Parking” or “Restricted Parking Area”.
d. Parking other than within a designated space in each lot.
e. Parking beside or in yellow-painted areas and on curbs painted yellow.
f. Parking in the paved area behind the post office that is reserved for Postal employees and US Mail vehicles only.
g. Parking overtime in the ten-minute spaces reserved for post office patrons.
h. Parking within 15 feet of fire hydrants.
i. Parking on the grass or in landscaped areas.
j. Parking on sidewalks (brick and/or cement).
k. Double Parking.
l. Parking in center of drive-through areas of parking lots.
m. Parking in streets and/or drive-ways as to impede normal or emergency traffic.
n. Parking in RD spaces.
o. Parking on campus without a valid permit.
p. Parking in “B” (visitors and handicap only).
q. Exceeding the allotted time in timed parking areas.
r. Parking in a handicap or handicap access space.
s. No parking in Loading Docks.

**Penalties**

Penalties for failing to observe University parking regulations include but are not limited to: fines, loss of parking privileges, booting of vehicles and towing of vehicles. The student to whom the vehicle is registered at Parking Administration is responsible for all tickets to that vehicle.

**Fines**

The fines have been established for parking violations. Once a 4th violation has been issued, the vehicle will be immobilized with an auto boot. If a vehicle is immobilized, all fines must be paid in addition to $50 administrative fee to have the boot removed from the vehicle. Upon receiving a 5th violation, a vehicle will be towed and parking privileges on Campbell University property will be suspended for the remainder of the semester; in addition, a $50 administrative fee will be charged. Students may apply for a reinstatement of parking privileges at the beginning of the following semester.

**Parking Fines**

- Parking in wrong lot........................................................................................................ $45.00
- Parking over allotted time .......................................................... $45.00
- Parking in Faculty/Staff space ....................................................... $45.00
- Failing to display current decal ................................................. $45.00
- Parking in visitors/reserved space ............................................. $45.00
- Parking next to an adjacent line ................................................... $30.00
- Parking on grass ............................................................................ $30.00
- Failing to provide proof of ownership ........................................... $30.00
- Parking in un-marked space ........................................................ $30.00
- Failing to display Parking Decal in proper place ......................... $30.00
- Parking in fire lane ......................................................................... $85.00
- Parking in handicap space ........................................................... $115.00

Towing

Vehicles may be towed without prior notification if any of the circumstances listed below apply. If a vehicle is towed as a result of multiple parking violations, the parking decal will be removed at the time of towing and a $55 Administrative Fee will be charged to the student’s account. The following violations are cause for a vehicle to be towed:

1. Parking in or blocking access to Fire Lanes and/or Handicapped spaces;
2. Parking on-campus after having parking privileges revoked for excessive parking violations;
3. Inhibiting the flow of traffic or blocking entrances to parking areas, buildings, etc.;
4. Illegally parking in the paved lot behind the post office;
5. Abandoned vehicles will be removed after reasonable attempts to notify the owner;
6. Parking along marked curbs;
7. Receiving 5 or more parking violations.

**Vehicles will be towed at the owner’s expense. The owner must make arrangements with the Wrecker Service to retrieve the vehicle. This fee may not be charged to a University student account.**

Motorcycles, Motor Scooters, Mopeds and Golf Carts

Motorcycles, motor scooters and mopeds, as defined by North Carolina Motor Vehicle laws, are considered motor vehicles and must comply with all appropriate rules and regulations as set forth in the University’s traffic and parking regulations. Golf Carts can only be used if approved by the Vice President for Student Life and must comply with all rules and regulations as set forth in the University Traffic and Parking regulations.
Parking for Football Home Games
Students parked in the “Y” parking lot will have to move their vehicles on home football game days. Notifications will be issued during the week before a game indicating where to park and during what times.

Bicycle Registration
All bicycles must be registered through Campus Safety there is no charge for this service. All bicycles found on campus unregistered will be picked up by Campus Safety Officers and stored at the Physical Plant until claimed.