



## **Radford University: Parking and Traffic Rules and Regulations**

Approved by the Parking and Traffic Advisory Committee April 11, 2024

### **I. Purpose**

The Purpose of these Regulations is to establish guidelines that promote the orderly conduct of university business and effectively manage parking within the limits available at Radford University locations.

### **II. Regulations**

Radford University has established these regulations for the operation of vehicles by all students, employees, guests, and visitors to the campus. The University Police Department and Parking Services have the responsibility to enforce parking rules and regulations. They have responsibility of collection of fines and fees associated with parking violations to Parking Services pursuant to Section 2.2-4800 of the Code of Virginia. These Regulations are in effect from April 11, 2024, until amended.

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Parking and Traffic Rules and Regulations  
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### **Part I - General Information**

These rules and regulations apply equally to university employees, students, visitors, and guests. The cooperation of vehicle operators in the administration and enforcement of traffic and parking regulations will enhance the convenience, safety, and general welfare of the university community.

#### 1. PERMIT FEES FOR EMPLOYEES AND STUDENTS

- A. Annual permit fees are charged for all employees, students and adjunct faculty beginning in August of each year.
- B. Permits are valid from August 15 through August 14 of the following year, regardless of the date purchased.

| Annual Permit Fees - Proration Schedule – August 14, 2024 – August 15, 2025 |          |           |         |
|---|----------|-----------|---------|
| Permits valid from date of purchase through August 14th of the permit year. |          |           |         |
| If purchased by   | August 1 | January 1 | May 1   |
| <b>Radford Campus F/S</b>   | \$175.00 | \$87.50   | \$43.75 |
| <b>Radford Campus Resident Student</b>                                      | \$175.00 | \$87.50   | \$43.75 |
| <b>Radford Campus University Apt Student</b>                                | \$175.00 | \$87.50   | \$43.75 |
| <b>Radford Campus Commuter Students</b>                                     | \$175.00 | \$87.50   | \$43.75 |
| <b>Radford Campus Adjunct Faculty</b>                                       | \$55.00  | \$27.50   | \$13.75 |
| <b>Radford Campus Burlington Lot</b>  | \$55.00  | \$27.50   | \$13.75 |
| <b>RHEC Campus F/S</b>  | \$175.00 | \$87.50   | \$43.75 |
| <b>RUC Campus F/S</b>   | \$55.00  | \$27.50   | \$13.75 |
| <b>RUC Campus Resident Students</b>   | \$0.00   | \$0.00    | \$0.00  |
| <b>RUC Campus Commuter Students</b>   | \$0.00   | \$0.00    | \$0.00  |

(Temporary Registration Fee (See Article II, Section 7, page 7.)

#### 2. REFUND POLICY

Registered permits must be returned to the Parking Services Office to obtain a refund. The annual registration fee is refundable in accordance with the following schedule.

| Annual Permit Fees - Refund Schedule – August 15, 2024 – August 14, 2025 |                          |                            |                        |
|--|--------------------------|----------------------------|------------------------|
| If returned between:   | August 15 -<br>October 1 | October 2 -<br>February 28 | March 1 -<br>August 14 |
| <b>Radford Campus F/S</b>  | \$175.00                 | \$87.50                    | No Refund              |
| <b>Radford Campus Resident Student</b>                                   | \$175.00                 | \$87.50                    | No Refund              |
| <b>Radford Campus University Apt Student</b>                             | \$175.00                 | \$87.50                    | No Refund              |
| <b>Radford Campus Commuter Students</b>                                  | \$175.00                 | \$87.50                    | No Refund              |
| <b>Radford Campus Adjunct Faculty</b>                                    | \$55.00                  | \$27.50                    | No Refund              |
| <b>Radford Campus Burlington Lot</b>                                     | \$55.00                  | \$27.50                    | No Refund              |
| <b>RHEC Campus F/S</b>   | \$175.00                 | \$87.50                    | No Refund              |
| <b>RUC Campus F/S</b>  | \$55.00                  | \$27.50                    | No Refund              |
| <b>RUC Campus Resident Students</b>                                      | \$0.00                   | \$0.00                     | No Refund              |
| <b>RUC Campus Commuter Students</b>                                      | \$0.00                   | \$0.00                     | No Refund              |

***No refunds on Faculty/Staff permits purchased with semi-monthly payroll deduction.***

### 3. APPEALS PROCEDURE FOR PARKING TICKETS

Individuals receiving parking tickets may appeal their fine to the Appeals Committee. The following steps should be taken:

- A. All citations must be paid online or at the Parking Services Office in Heth Hall before an appeal can be submitted.
- B. All appeals must be initiated within fifteen (10) calendar days of the date of the citation issuance. No appeal will be accepted after day 10.
- C. Appeals may be filed only if the citation was issued in error, contrary to parking regulations, or an extraordinary circumstance led to the issuance of the citation.
- D. The following reasons are considered frivolous and not valid as a basis for appeal:
  - a. Lack of knowledge of regulations.
  - b. Other vehicles were parked improperly.
  - c. Only parked illegally for a short period of time.
  - d. Not ticketed previously for similar offense.
  - e. Late to class or appointment.
  - f. Didn't notice/read/see posted sign.
  - g. No other place to park.
  - h. Failure to display a parking permit.
  - i. Inability to pay the amount of the fine.
- E. Appellants will be notified by email or letter from Parking Services of the decision on their appeal. Appeals that are upheld will be refunded within 30 days.
- F. ALL DECISIONS MADE BY THE APPEALS COMMITTEE ARE FINAL.

#### 4. DISPOSITION OF PARKING TICKETS

The individual in whose name the vehicle is registered with the University is responsible for clearing parking citations and the payment of assessed fines. If a vehicle is not registered with the University, the registered owner will be responsible for all parking citations issued to that vehicle and the payment of assessed fines.

Parking citations are cleared in accordance with the following procedures:

- A. Parking citations may be paid online, in person at the Parking Office in Heth Hall, by mail to the Parking Services Office (PO Box 6992 Radford, VA 24142), or by phone at (540)-831-6361 for disposition upon receipt of the citation.
- B. For any payment mailed, the postmark date will be the date used as the date on which the payment will be applied.
- C. If payment of original citation is not received by the Parking Services Office within 10 calendar days of ticket issuance a \$15.00 late fee will be assessed.
- D. If after 30 calendar days, the ticket remains unpaid, an additional \$15.00 late fee will be added to the account.
- E. All Faculty/Staff unpaid parking fees, at time of separation, will be collected from the employee's final paycheck.
- F. All other unpaid fees will be referred to the Virginia Department of Taxation for collection, an external collection agency or the Payroll Office to garnish wages.

### Part II – Parking Regulations

#### ARTICLE I: GENERAL REGULATIONS AND DEFINITIONS

##### SECTION 1. DEFINITIONS

The meaning of other terms shall be as follows:

- a. **ACADEMIC YEAR:** From the beginning of one fall semester to the beginning of the next fall semester.
- b. **BLOCKING DRIVE/DRIVEWAY:** Blocking any street, alley, road, or any areas in parking lots which is not designated for parking.
- c. **CAMPUS:** All property which is owned or leased by the Commonwealth of Virginia, and which is under the supervision of the Board of Visitors of Radford University.
- d. **CROSSWALK:** The portion of a roadway ordinarily included within the prolongation of the lateral lines of sidewalks at intersections or any portion of a roadway distinctly indicated for pedestrians crossing by lines or other marking on the street surface.
- e. **CHIEF OF UNIVERSITY POLICE:** The person designated by the Vice President for Finance and Administration to be responsible for enforcing Virginia Statutes and the provision of these regulations.

- f. **EMERGENCY VEHICLES:** Vehicles used by the University Police Department, Radford City or Virginia State Police and any marked Fire or Emergency Medical vehicles.
- g. **INTERSECTION:** The area embraced within the prolongation of the lateral curb lines of two or more streets which join one another at any angle whether one such street crosses the other.
- h. **OPERATOR:** The word “operator” as used in this regulation means any individual who operates a vehicle or is in physical control of that vehicle.
- i. **OVERTIME PARKING – METER:** A parking meter is in violation when the time is expired.
- j. **OVERTIME PARKING – CHARGING STATION:** When a vehicle is in a charging station space and is not an electric vehicle or is an electric vehicle but is not plugged-in to the station.
- k. **PARKED VEHICLE:** The standing of a vehicle, whether occupied or not.
- l. **PARKING AREA:** Any space set aside and marked for parking vehicles, either permanently or temporarily.
- m. **PARKING SERVICES OFFICE:** The office responsible for the management and administration of parking facilities, resources, policies and procedures, and enforcement.
- n. **REGISTRANT:** The individual in whose name a vehicle is registered with the Parking Services Office.
- o. **SIDEWALK:** Any area designated for or marked by proper authorities for the exclusive use of pedestrians.
- p. **STOP:** Complete cessation of movement of the vehicle.
- q. **STREET:** Any way or place designated or marked by per authorities for vehicle, bicycle, and moped traffic.
- r. **STUDENT:** Any individual enrolled or participating in academic activities at the university other than university employees.
- s. **UNAUTHORIZED USE OF A PERMIT:** Possession or use of a Radford University parking permit by any person other than the original purchaser or in any vehicle other than those legally registered to the permit.
- t. **UNIVERSITY:** Unless otherwise provided, Radford University.
- u. **UNIVERSITY EMPLOYEE:** Any individual employed by Radford University.
- v. **VEHICLE:** Any device in, upon, or by which a person or property may be transported or drawn upon the campus, except devices moved by human power. The term “motorcycle,” in these regulations applies to any two-wheeled or three-wheeled motor-propelled vehicle.
- w. **CAMPUS SERVICE OFFICER:** Any person appointed by the Chief of University Police to enforce parking regulations and direct traffic on campus.
- x. **SERVICE VEHICLE:** Any clearly marked vehicle owned by the university providing maintenance or making deliveries to the various buildings on campus or any vehicles designated by Parking Services Office as such,

- y. **CONSTRUCTION PARKING AREA:** Any area designated by appropriate signs or barriers as reserved for construction contractors on the campus.
- z. **VISITOR:** Any person invited by a department on the campuses.
- aa. **GUEST:** Any person who is visiting a student or faculty/staff member on the campuses.

## SECTION 2. PUBLICATION

Regulations governing parking on the Radford University campuses are in effect twenty-four (24) hours per day, 365 days per year. The Parking Services Office is responsible for the publication of amendments to these regulations as approved by the Parking and Traffic Committee of Radford University. This information is published and revised periodically to keep students and others advised of changes. Regulations governing parking and traffic, or changes thereto, are announced via official University communication channels.

## SECTION 3. GENERAL PROVISION

The driver of any vehicle, bicycle, or motorcycle shall obey the lawful instructions of Police Officers, official traffic signs or traffic control devices placed in accordance with the provision of these regulations.

## SECTION 4. REMOVAL OF SIGNS

No person shall, without lawful authority, attempt to or in fact alter, deface, injure, knock down, or remove any official traffic or parking control sign or device or any inscription, shield, or insignia thereon, or any part thereof.

## SECTION 5. LIABILITY

The university does not assume responsibility for any vehicle, or its contents parked or operated on the campuses.

## SECTION 6. REPORT OF VEHICLE ACCIDENT

All vehicle, bicycle, and motorcycle accidents occurring on the university campuses must be reported immediately to the University Police in addition to any other reporting required by law.

## SECTION 7. ADMINISTRATION OF REGULATIONS



The President, acting pursuant to the authority vested in them as Chief Administrative Officer of Radford University and by these regulations, shall exercise their discretion and authority in such a manner as to insure the proper conduct of the necessary business of the university and the effective utilization and control of the available parking areas and facilities on the campuses of the university for the benefit of students, visitors, and employees. The President has delegated to the Vice President Finance and Administration, the Chief of University Police, and the Parking Services office the responsibility for the implementation and enforcement of these regulations.

## ARTICLE II: REGISTRATION

### SECTION 1. REGISTRATION OF VEHICLES

Students and employees of the university who operate or park a personal vehicle on the university campuses must register their vehicle with the Parking Services Office. Vehicles registered must be owned by the registrant, their parent/guardian or spouse. Proof of vehicle ownership may be required at the time of registration for Virginia residents and is required for non-Virginia residents. Registration of vehicles operated on campuses by participants in special programs, conferences, and other events is determined on a case-by-case basis by the Parking Services Office.

### SECTION 2. TIME OF REGISTRATION

All student and employee vehicles must be registered annually. The annual registration process begins prior to the beginning of the fall semester each year. New employees must register their vehicle on the first day of their employment during new employee orientation.

### SECTION 3. DISPLAY OF PERMIT

Permits for vehicles must be displayed clearly from the rear-view mirror. Permits on motorcycles must be affixed in a manner to be readily visible. Car covers or motorcycle covers are not allowed as they prohibit the permit from being visible.

### SECTION 4. REPLACEMENT OF PERMITS

If a permit is stolen, lost, or removed, the registrant is responsible for replacing the permit. Replacement permits may be obtained from the Parking Services Office. Please lock your vehicle. The charge for replacing your permit is as follows:

| Annual Permit Fees - Proration Schedule – August 15, 2024 – August 13, 2025 |          |           |         |
|---|----------|-----------|---------|
| Permits valid from date of purchase through August 14th of the permit year. |          |           |         |
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| <b>RUC Campus Commuter Students</b>   | \$0.00   | \$0.00    | \$0.00  |

By filing a Lost or Stolen Permit Report with the University Police and Parking Services anyone can replace their permit at any point during the year for \$10.00.

#### SECTION 5. MISUSE OF A PERMIT

Parking permits are non-transferrable. A permit may only be used by the original purchaser and only in the vehicle(s) registered with the permit. Unauthorized use of a permit may result in university sanctions, monetary penalties, and/or loss of parking privileges.

#### SECTION 6. EXPIRATION OF PERMITS

All student and faculty/staff permit, regardless of the issue date, will expire annually on the date printed on the permit.

#### SECTION 7. REGISTRATION REQUIREMENTS

- A. A vehicle may be registered only by its owner, by the owner's child, parent, spouse, or guardian.
- B. Parking services may require an individual to produce a current operator's permit and valid registration card or evidence of his/her right to use the vehicle.
- C. The individual in whose name the vehicle is registered with the University is responsible for all parking tickets issued to that vehicle as well as any associated fines. If a vehicle is not registered with the University the registered owner of the vehicle will be responsible for all parking tickets issued to that vehicle and the payment of assessed fines.

## SECTION 8. VISITOR/GUEST PARKING PERMITS

- A. A guest of an employee or student must obtain a valid day permit to park in the university owned parking lot designation listed on the day permit.
- B. Departmental visitor permits may be obtained from the associated department.
- C. Departments requesting special parking permits for groups should request these in writing at least five business days prior to the event to the Parking Services Office. The name of the guest, license tag number, make and color of the guest vehicle(s), requesting department, department telephone number, and time frame of permit need to be included in the request.
- D. Employees and students are never considered visitors to the university at any time.
- E. Employees and students are responsible for their guests and any violations they may obtain. Employees and students must make their guests aware of the university's parking rules and regulations.
- F. Visitors and guests may only park in the lots designated on the permit assigned to them. Visitors who park in lots not designated by either of these departments are subject to receiving a parking citation for this violation. For example: if a resident student purchases a day pass for their guest. That guest may only park in resident student lots (as listed on the day permit).

## SECTION 9. CONTRACTORS AND VENDOR PARKING PERMIT SPECIFICATIONS

- A. Used for vendors requiring short-term parking or frequent assignments.
- B. Issued by Parking Services, with sponsorship authorization from applicable University personnel and enforcement by RUPD.
- C. Contractors and vendors are responsible for identifying all vehicles requiring permits.
- D. Valid in lot specified on pass, in accordance with all RU parking policies. Lot validity is based on job specifics.
- E. Hang tags displayed on vehicles at all times.
- F. Available for purchase for 1 month (\$15.00), 3 months (\$43.75), 6 months (\$87.50), or 1 year (\$175) from date of purchase. If they don't want to purchase for 1 month, they must purchase daily visitor passes.
- G. If for a personal vehicle (POV) they must purchase a C/V tag for each vehicle.
- H. If for a company vehicle may purchase a C/V permit to be shared across multiple vehicles.
  - i. Please stress to the customer, if they choose this option, that there can only be 1 registered vehicle on campus at a time and they must show the pass while on property.

- ii. Please also stress that they are responsible for keeping the pass legible and intact. If the pass becomes illegible or damaged beyond repair, they will be responsible for purchasing a new pass at full price.

## SECTION 10. CONTRACTORS AND VENDOR PARKING PERMIT NOTES

1. Contractor is defined as any company under contract with RU Facilities:
  - a. General Contractors/Construction Managers
  - b. Architects/Engineers
  - c. Term Contractors for Facilities Management
  - d. Others as identified.
  - e. Excludes Dining Services, Bookstore and Carilion employees who have F/S permits.
2. Vendor is defined as any company under contract with RU:
  - a. University service providers
  - b. Delivery services
  - c. Others as identified.
3. Project personnel are defined as workers or a General Contractor or Subcontractor.
  - a. University service providers
  - b. Delivery services
  - c. Others as identified.
4. Temporary parking locations for contractors (commercial and personal vehicles) will be designated by Parking Services and are currently Lots E, U, and Z. Specific additional spaces can be identified for projects as required.
5. Commercial vehicles are required to have logo/ID displayed and appropriate liability insurance coverage.
6. Permits described herein will be hangtags consistent with all other RU parking permits.
7. Permit fees would be the same as the normal Faculty/Staff parking permit prices.
8. Law enforcement and first responders performing official duties are exempt from these requirements.

Any properly tagged government vehicles are exempt from these requirements.

## ARTICLE III – PARKING REGULATIONS

### SECTION 1. GENERAL PROVISION

- A. Parking of vehicles is prohibited in all campus areas except those areas designated for vehicle parking.

- B. Parking Services or the University Police Department should be notified immediately if a vehicle is disabled (signs on windshield are not acceptable) or prior to loading/unloading a vehicle.
- C. The use of flashers does not give permission to illegally park.

## SECTION 2. DESIGNATION OF PARKING SPACES

- A. Parking spaces for students and employees are designated by lots.
- B. Parking spaces for visitors are designated by lot on a valid visitor permit.
- C. Parking spaces for disabled persons are identified by appropriate signage.
- D. Parking spaces for contractors and vendors are designated by lot on a valid contractor/visitor permit.
- E. A listing of designated parking areas for each classification may be found on the Official Parking Map on the Parking Services web page.  
(<https://www.radford.edu/content/parking-transportation/home.html>)

## SECTION 3. PROHIBITED VEHICLE PARKING

- A. Stopping or parking which blocks the movement of properly parked vehicle.
- B. Obstructing the flow of traffic or endangering life and property.
- C. Parking of a vehicle in an area reserved for a visitor or special event as designated by signs, cones, or Campus Services Officers.
- D. Using a designated parking place for dormant storage.
- E. Parking on sidewalks.
- F. Parking within an intersection or crosswalk or in front of a driveway.
- G. Parking on the grass or landscape areas unless directed by a Campus Service or Police Officer or Facilities Management.
- H. Parking in any area that is not clearly marked for parking,
- I. Blocking yellow or white striped spaces, fire hydrants, trash receptacles (dumpsters), fire lanes and service entrances.
- J. No vehicle shall be parked in such a manner as to occupy more than one space indicated by lines, signs, or markings for one vehicle.
- K. No person shall park a vehicle except at the angle or in the manner so indicated.
- L. Parking in a space or along a curb for time longer than allowed by signs or other markings.
- M. Parking in a space designated for disabled parking without a proper permit.
- N. Parking of a vehicle in an area reserved for construction parking as designated by signs or barriers without an appropriate contractor/vendor permit.

## SECTION 4. PARKING HOURS IN RESERVED SPACES

Parking in reserved spaces, disabled parking spaces, loading zones and visitor's spaces are enforced twenty-four (24) hours a day 7 days a week. Waldron Clinic spaces are restricted as posted.

#### SECTION 5. VEHICLE RESTRICTIONS

Vehicles shall not be parked upon any street, parking space, parking lot, parking area, alley, or driveway for the principal purpose of:

- A. Displaying the vehicle for sale.
- B. Washing, greasing, or repairing the vehicle except in the case of repairs necessitated by an emergency and except when permission is granted by the Chief of University Police.
- C. Storage of any detached trailer or semi-trailer, including but not limited to campers, boats, or mobile homes when the towing unit has been disconnected, except when permission is granted by the Chief of University Police.

#### SECTION 7. UNIVERSITY & MAINTENANCE VEHICLES

The foregoing regulations shall not apply to university or other properly designated service vehicles while performing necessary services. Service vehicles must obey regulations for reserved spaces other than those specifically for Service vehicles. Service vehicles must obey federal, state, and University regulations for Disabled Parking Spaces.

#### SECTION 8. DISABLED PARKING SPACES

In accordance with Virginia code § 46.2 – 1242. Parking in spaces reserved for persons with disabilities; local ordinances; penalty.

- A. No vehicle other than those displaying disabled parking license plates, organizational removable windshield placards, permanent removable windshield placards, or temporary removable windshield placards issued under § 46.2-1241, or DV disabled parking license plates issued under subsection B of § 46.2-739, shall be parked in any parking spaces reserved for persons with disabilities.
- B. No person without a disability that limits or impairs his ability to walk shall park a vehicle with disabled license plates, organizational removable windshield placards, permanent removable windshield placards, or temporary removable windshield placards issued under § 46.2-1241, or DV disabled parking license plates issued under subsection B of § 46.2-739 in a parking space reserved for persons with disabilities that limit or impair their ability to walk except when transporting a disabled person in the vehicle.

- C. No vehicle shall be parked in any striped access aisle adjacent to a parking space reserved for persons with disabilities,
- D. Vehicles must display both a valid Radford University parking permit and the associated disabled parking license plates, organizational removable windshield placards, permanent removable windshield placards, temporary removable windshield placards, or DV disabled parking license plates.

## ARTICLE IV: SPECIAL EVENTS

### SECTION 1. SPECIAL EVENTS

The University Police shall take appropriate action to control unusual traffic and parking conditions resulting from athletic and other special events conducted on campus. Sponsors of these events shall notify RU Police Department and/or Parking Services fourteen (14) working days in advance of scheduling events so that special traffic control and parking plans may be implemented.

### SECTION 2. EVENTS

The University Police Department and/or Parking Services are authorized to and may require that certain areas or lots be temporarily reassigned to provide adequate space for events held on university property. The University Police Department and/or Parking Services shall notify persons using these areas by any one of these methods, posting signs in the area, by using digital signage, by e-mail or by phone of such an event. When adequate notification is given, people using these areas should have their vehicles removed for the specified time. This in no way authorizes a person(s) to park their vehicle illegally or improperly. These events include, but are not limited to, athletic events, conferences, emergencies, residence hall move-in and move-out, and commencement. Persons who fail to move their vehicles from these areas will be subject to being towed at the owner's expense.

## ARTICLE V: OPERATION OF VEHICLES

### SECTION 1. GENERAL

The Virginia General Statutes govern the enforcement of moving traffic regulations on the Radford University campus except as otherwise provided for in these rules and regulations.

### SECTION 2. ENFORCEMENT

Parking Services and/or the University Police have the responsibility to enforce all Parking and Traffic Regulations approved by the Parking and Traffic Committee of Radford University. Questions concerning these regulations should be directed to the Chairperson of this committee.

### SECTION 3. SPEED LIMIT

The maximum speed on the university campus is 25 miles per hour unless otherwise posted.

### SECTION 4. RESTRICTED OPERATIONS

Vehicular traffic is restricted to paved streets and gravel/paved parking areas. Vehicles shall not be driven or ridden upon any sidewalk or walkway, or within any area identified by post, signs, or other markings indicated that vehicles are prohibited except when permission is granted from the Director of University Police and/or Facilities Management.

### SECTION 5. ONE WAY STREETS

Vehicles shall not be driven or ridden in a direction opposite to that indicated by appropriate signs or markings, including University parking lots.

### SECTION 6. UNIVERSITY & MAINTENANCE VEHICLES

The foregoing regulations shall not apply to the university or other service vehicles while performing necessary services.

### SECTION 7. STOP SIGNS

Vehicles must stop at erected stop signs or marked stop lines painted upon intersecting streets except when otherwise directed by Traffic Control Officer or signal.

### SECTION 8. YIELD SIGNS

Vehicles must yield the right of way to other traffic at intersections marked by a yield sign except when otherwise directed by at Traffic Control Officer or signal.

## ARTICLE VI: CLOSING OF PARKING AND/OR TRAFFIC AREAS

### SECTION 1. CLOSING OF PARKING AND/OR TRAFFIC AREAS

The Chief of University Police and/or Parking Services has the authority to close any street, roadway, alley, driveway, parking lot, parking area, or any portion thereof, on campus of the university for the purpose of construction, snow removal, special events, maintenance work, for the protection of pedestrians, or any reason deemed necessary for safety or the needs of the University. Failure to comply with closings may result in the issuance of citations and/or towing at the owner's expense.



## ARTICLE VII: VIOLATION PENALTIES

### SECTION 1. APPLICABILITY

This schedule of penalties is applicable to all persons operating vehicles on university property.

### SECTION 2. DISTRICT COURTS

Vehicle operators may be charged in the City of Radford General District Court for violations of the Virginia Code that are traffic violations, misdemeanors, or felonies. Vehicle operators who commit violations of infraction offenses from Virginia Statutes may be cited on a Virginia Uniform Summons form and referred to the City of Radford General District Court.

### SECTION 3. CIVIL PENALTIES

- A. The parking violations listed below are considered civil offenses and applicable fines are assessed and collected through established University Debt Collection Procedures. Fines may be paid online (<https://www.radford.edu/content/parking-transportation/home/online-services/pay-citation.html>) or at the Parking Services Office located in Heth Hall.

|  |          |
|--|----------|
| a. Non-Registered  | \$30.00  |
| b. Restricted Lot  | \$30.00  |
| c. Parking in Reserved Space                                     | \$30.00  |
| d. Failure to Properly Display Permit                            | \$30.00  |
| e. Overtime Parking-Meter  | \$30.00  |
| f. Overtime Parking – Charging Station                           | \$30.00  |
| g. Improper Parking: Blocking Drive, Double Parking, Yellow Line | \$30.00  |
| h. Parking on Sidewalk or Grass                                  | \$30.00  |
| i. Disabled Zone or Ramp   | \$100.00 |
| j. Unauthorized Use of Permit                                    | \$100.00 |
| k. Blocking Ramp   | \$30.00  |
| l. Blocking Fire Hydrant or Fire Lane                            | \$30.00  |
| m. Parking in Visitors Only Space                                | \$30.00  |
| n. Blocking a Vehicle  | \$30.00  |
| o. Blocking Loading Dock   | \$30.00  |
| p. Immobilization Fee  | \$25.00  |
| q. Bicycle, unicycle, electric scooter impound fee               | \$5.00   |

- B. Individuals committing five (5) or more parking violations within an academic year that have authorization to park a vehicle on campus may have their parking privileges revoked.

Any account with \$125 or more in unpaid citations may have their vehicle impounded or immobilized until all fines and fees are paid in full to include a \$25 immobilization fee and/or any applicable towing and storage fees. Parking privileges may be revoked for frequent violators of parking regulations. Any vehicle that is immobilized for five (5) days without the fines being paid in full is subject to being towed at the owner's expense.

- C. Revenues received pursuant to Article VII are placed in an auxiliary account to be used for the following:
- a. To defray the cost of administering and enforcing ordinances adopted.
  - b. To provide transportation systems and facilities including payments to any public or private transportation system serving university students and employees.
  - c. To develop, maintain, and supervise parking areas and facilities.
  - d. To finance construction of parking facilities.
  - e. For other purposes related to parking, traffic, and transportation on the campus.

#### SECTION 4. TOWING OR IMMOBILIZING (BOOTING)

- A. The University Police Department and/or Parking Services are authorized to immobilize (Boot) or remove from the campus any vehicle parked in violation of these Traffic and Parking Regulations at the owner's expense. As a matter of enforcement policy, University Police Officers will not tow or immobilize (boot) a vehicle except in the following circumstances, without specific approval from the Chief of the University Police or their designee. The University is not liable for any damage or loss of property that occurs during towing or immobilization (booting).
- a. The operator's authorization to operate a vehicle on campus has been revoked and the operator has been duly notified of this revocation by personal service or email.
  - b. The vehicle is blocking a curb or walkway designed for ADA accessibility.
  - c. The vehicle is parked in a fire lane or other area marked with appropriate signs.
  - d. The vehicle does not have a license plate(s).
  - e. The vehicle is blocking traffic, or another car and the operator of the other car wishes to leave.
  - f. The vehicle is parked in a non-parking area and/or blocking a trash dumpster.
  - g. The vehicle is found in an unauthorized parking lot.
  - h. The vehicle is in continuous violation of traffic and parking rules and regulations.
  - i. The vehicle is creating a traffic hazard.
  - j. The vehicle is parked in a disabled space without a proper/valid permit.
  - k. Any account with \$125 or more in unpaid parking violations.
  - l. Any vehicle which is immobilized for longer than five (5) business days, without paying in full all fines and fees owed.
  - m. The vehicle is considered towed once the tow service has been called and the

owner or operator must pay the towing fee to the tow service and all unpaid parking violations before the vehicle can be released. Towing and storage fees constitute a lien against the vehicle enforceable in the manner prescribed by law for enforcement of mechanics and material men's liens.

## SECTION 5. NOTIFICATION

The Parking Services Office makes a reasonable effort to notify the vehicle registrant each month of any parking violations. This communication includes the date of the violation, the violation number and fine due. However, the violation itself serves as the first notification and it is due upon receipt. The inability of the Parking Services Office to notify registrants does not invalidate the fine or late fees assigned.

## ARTICLE VIII: BICYCLES, SCOOTERS, AND MOPEDS

### SECTION 1. REGISTRATION

Street legal mopeds and motor scooters must be registered with the Parking Services Office and have a valid parking permit. Operators must also display a motorcycle/moped/motor scooter permit sticker which is available from the Parking Services Office.

### SECTION 2. SPECIAL REGULATIONS

Bicycles, unicycles, and electric scooters may not be chained or otherwise secured to handrails or traffic signs or placed in any manner which may create a safety hazard, by obstructing passageways, stairs, entrances, or exits.

### SECTION 3. GENERAL REGULATIONS

Operators of bicycles, unicycles, electric scooters street legal motor scooters and mopeds must abide by the rules of Article V when riding on campus streets. Street legal motor scooters and mopeds are considered motor vehicles and therefore, cannot be operated on campus sidewalks.

### SECTION 4. ENFORCEMENT

Bicycles, unicycles, and electric scooters parked or operated in violation of Article VIII, Section 2 and 3, are subject to a \$5.00 fine and impounding. Fines are collected in accordance with Article VII, Section 3. The University Police Department has the authority to use whatever means necessary to impound illegally parked bicycles, unicycles, and electric scooters; locks and chains are removed at the owner's expense. Proof of ownership is required to claim impounded bicycles, unicycles, or electric scooters. Unclaimed bicycles, unicycles, and electric scooters are disposed of in

accordance with Virginia State Statutes.

## ARTICLE IX: PEDESTRIANS

### SECTION 1. PEDESTRIANS RIGHT OF WAY

Pedestrians shall be given the right of way by any operator of a motorized vehicle, motor scooter, moped, bicycle, unicycle, electric scooter, or any other vehicle not listed.

### SECTION 2. PEDESTRIAN RESPONSIBILITIES

Pedestrians shall use sidewalks and crosswalks whenever they are provided; pedestrians shall walk on the left side of the street, alleyway or driveway facing oncoming traffic. Pedestrians shall walk or run single file when sidewalks are not provided.

## ARTICLE X: ELECTRIC VEHICLE CHARGING STATIONS

### SECTION 1. INSTRUCTIONS

- A. To use a charging station, drivers will need to download the [ChargePoint mobile app](#) and sign up for a free account. Details on how to access ChargePoint EV charging stations can be found at the [ChargePoint website](#).
- B. For detailed instructions on how to initiate a charging session through ChargePoint, refer to [this quick instructional video](#).
- C. The level-two stations can deliver approximately 10-20 miles of range per hour of charging.
- D. The spaces are available to vehicles that are actively charging with the use of any university permit.
- E. Highlander Hotel Guests may use the charging stations.
- F. EVC stations are located in Lot DD.
- G. Fees cover operational and administrative costs. To allow access to as many users as possible, an additional fee will be assessed to fully charged vehicles that have not been relocated within 15 minutes.
- H. Rates: \$1 flat-fee plus \$0.10/kWh.
- I. When charging is complete, a \$2/hour fee is assessed until the vehicle is moved. There is a 15-minute grace period before the fee kicks in.

Questions regarding these rules and regulations should be directed to the Parking Services

Office (831- 6361 or 831-6330) (V/TDD 831-5128) or email [parking@radford.edu](mailto:parking@radford.edu) , or write to Radford University Parking Services PO Box 6992 Radford, VA 24142.