

# Procedure IHCC 6.11.1 Parking Procedures

## Chapter 6 – Facilities and Grounds

### Part 1. Purpose

The Minnesota State College and University (MnSCU) system, pursuant to Minnesota Statute 169.966, hereby adopts the following traffic rules and regulations to be administered and enforced on the property of Inver Hills Community College.

### Part 2. Applicability

This applies to all Inver Hills students, staff, administration, faculty, and visitors.

### Part 3. Definitions

Not applicable.

### Part 4. Process.

#### Subpart A. Parking and traffic rules and regulations adopted.

1. Only those vehicles belonging to students or employees of Inver Hills or to other persons having a purpose or function at the college may park on college property.
2. Parking is prohibited on college property between 11:00pm and 5:30am with the following exceptions:
  - a. Vehicles that are owned or leased by the college or the State of Minnesota.
  - b. Vehicles parking within the rules stated within this policy and are in a state of disrepair with prior permission granted by the Director of Public Safety, and only for that amount of time that is reasonable to have the vehicle fixed or towed. (except in snow emergencies).
  - c. Vehicles belonging to college employees who are present as a result of their work assignments.
  - d. Vehicles belonging to college students or staff on overnight field trips. Vehicles must be pre-registered with campus public safety.
  - e. Violators will be subject to towing at the discretion of the college at the owner's expense.
3. Parking is prohibited on the college roadways, sidewalks, landscaped areas, safety zones, loading zones, within ten feet of intersections, adjacent to yellow curbs, and in areas where parking is expressly prohibited by signs. Exceptions to this regulation are as follows:
  - a. College owned vehicles when being used in the performance of work on college property.
  - b. Vehicles making delivery of goods to the college may park in loading zones during required delivery time.
4. Parking in restricted area shall be limited to those persons who have been issued a special permit for parking in a restricted area. Special permits are issued by the president's designee in the form of a card or sticker, which must be displayed when the vehicle is parked in the restricted area. Violators will be subject to towing at the discretion of the college at the owner's expense.
5. Parking lanes are designated by painted yellow lines. Adequate space has been provided between each set of yellow lines to park an automobile. Parking is restricted to a maximum of

one parking lane per vehicle. Parking on the yellow lane lines or parking in a position which occupies more than one parking lane is prohibited.

6. All vehicles are required to follow signs to gain entrance to and exit from parking areas.
7. Maximum speed of vehicles on college property shall be 15 miles per hour and such lesser speeds may be indicated by posted signs. Emergency vehicles are exempt from this regulation when responding to emergencies.
8. The dumping or depositing of any refuse on college property is prohibited.
9. The regulatory provisions of Minnesota Statutes Chapter 169, as amended, are hereby adopted as traffic regulation controlling the use of parking facilities and private roadways, roadways and college property on property owned, leased, occupied or operated by Inver Hills Community College.
10. No person shall drive or operate a snowmobile, all terrain vehicle, skateboard, stunt bike and/or inline skates on property owned, leased, occupied, or operated by Inver Hills Community College.
11. The soliciting and posting of announcements/advertisements relating to goods, services, activities, etc. by placement on or affixing to any parked vehicle on college property is prohibited.

**Subpart B. Enforcement.** Any appropriate sheriff, constable, police officer, fire marshal, or Inver Hills Public Safety personnel shall see that all rules of this regulation are obeyed and shall arrest and prosecute offenders.

**Subpart C. Penalties.** Any person violating provision of these regulations shall be subject to fine or arrest as defined by Minnesota Statute. Any vehicle parked on college property in violation of the above regulations may be impounded at the discretion of the college and all cost associated with such an impound is the responsibility of the owner.

The college assumes no responsibility for personal liability and/or personal property loss as a result of parking or traveling through college owned property.

**Related Documents:**

- **Policy 6.11 Parking Policy**

**Procedure History:**

**Effective Date: January 1, 2010**

**Date and Subject of Revisions: 02/28/14 – Moved to procedures template.**