

CAMPUS SAFETY & SECURITY

Cedarville University Vehicle Regulations (CUVR):

Table of Contents

Section:	100	Statement of General Policies
		100 Permits
		101 Definition of "STUDENT"
		102 Students of Faculty/staff
		103 Liability
		104 Ohio Revised Code
		105 Exempt Vehicles
		106 Parking Spaces
		107 Motorcycles
		108 Freshman Vehicle Policy
		109 Owner Responsibility
		110 Exception Notification
		111 Traffic & Parking Signs
	200	Vehicle Registration Policies
		200 Registration Requirements
		201 Registration Process
		202 Display of Permit
		203 Temporary Permits
		204 Completion of Registration
		205 Visitors & Guests
		206 Sale or Removal of a vehicle
	300	Registration and Parking Enforcement
		300 No Permit
		301 Properly displayed permit
		302 Expired Temporary permit
		303 Fraudulent or Altered permits
		304 Parking lot assignments
		305 Angled Parking Spaces
		306 Reserved Parking Spaces
		307 Disabled Persons Spaces
		308 Misuse of a Handicap permit
		309 Temporary or time-limited spaces
		310 Parking lots restricted for events
		311 Illegal parking on campus
		312 Illegal parking off campus
		313 Fire lanes & yellow zones
		314 Tampering
		315 Faculty & staff parking
		316 Parking Violation Issuance

400**Traffic Enforcement**

- 400 Failure to obey traffic control devices
- 401 Failure to stop at a STOP sign
- 402 Failure to yield
- 403 Excessive speed
- 404 Unsafe passing or driving left of center
- 405 Reckless operation
- 406 Driving the wrong way on a 1 way
- 407 Failure to obey a campus safety officer
- 408 Fleeing, evading or eluding an officer
- 409 Driving on non-roadways
- 410 Traffic Violation Issuance

500**Fines and Loss of Privilege**

- 500 Financial Responsibility
- 501 Parking Violation Fines
- 502 Permit Violation Fines
- 503 Traffic Violation Fines
- 504 Accumulation of Violations
- 505 Immobilization & Towing
- 506 Repeat & Habitual Offenders
- 507 Repeat Offenders – Students
- 508 Repeat Offenders – Faculty & Staff
- 509 Loss of Privilege
- 510 Disciplinary Action
- 511 Non-Compliance with Loss of Privilege

600**Appeals**

- 600 Appeals
- 601 Disposition of Appeals
- 602 Types of Appeals
- 603 Invalid Appeals
- 604 Payment of Fines
- 605 Loss of Right to Appeal
- 606 Warning Tickets
- 607 Limitation of Appeal

700**Special Situations & Considerations**

- 700 Driving to class or chapel
- 701 Village of Cedarville Ordinance
- 702 Commuter parking at Resident halls
- 703 Medical Permits
- 704 Visitors & Guests
- 705 Abandoned, stored or unattended vehicles
- 706 Summer storage of vehicles
- 707 Vehicle Repairs
- 708 Vehicles with emergency lights
- 709 Snow removal policy
- 710 Disabled vehicles
- 711 Pedestrian Codes

800**Bicycle and Skating Regulations**

- 800 Bicycle regulations
- 801 Bicycle security
- 802 Parking, storage and confiscation of bikes
- 803 Bicycle use on campus
- 804 Fines for registration violation
- 805 In-line skates and scooters
- 806 Skateboards
- 807 Ramps and Related equipment
- 808 General Prohibitions
- 809 Fines for misuse of bicycles or skating equipment

900**Parking Lots**

- 900 General parking lot policy
- 901 Faculty/staff parking lots
- 902 Commuter lots
- 903 Visitor & Guest parking
- 904 Freshman & restricted parking
- 905 Shared commuter/resident lots
- 906 Full lot conditions
- 907 Overnight Parking

Cedarville University Vehicle Regulations

I Title

The title of this document is *The Cedarville University Vehicle Regulations* (CUVR)

II Revision History

Baseline document was developed in	Aug, 2004
6 th revision	Jun 22, 2007
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III Scope

The Cedarville University Department of Campus Safety & Security is the authorized administrator of the vehicle regulations established herein. This guideline has been established for both officers in the department as well as those utilizing the parking and traffic facilities of Cedarville University and its properties.

IV Summary

The Cedarville University Vehicle Regulations provide the basis for traffic and parking on Cedarville University properties. It does not, and cannot cover every incident that may arise, but rather it Establishes the baseline for regulation and enforcement.

V Purpose

The purpose of the CUVR is to provide all vehicle operators on CU properties with the governing rules and regulations, designed to provide the utmost in safety and convenience for them, whether members of the Cedarville University family or not.

Cedarville University Vehicle Regulations (CUVR)

Preface:

The Cedarville University Vehicle Regulations (herein referred to as CUVR) apply to all vehicles operated on the Cedarville University (CU) campus as well as properties under its control for educational, residential or support purposes. The Department of Campus Safety & Security has been authorized to administer the vehicle regulations for the university.

Any use of any vehicle as stipulated by the Ohio Revised Code (ORC), motorized or not (which includes, but is not limited to electric or gas powered scooters, bicycles, rollerblades or skates) on any university property is a privilege granted by the university and is not the right of any employee, student or visitor. It is the requirement of the university that all employees, students and visitors comply with these vehicle regulations for the sake of the safety and consideration of others. Failure to comply with the CUVR may result in the revocation of this privilege at the discretion of the university.

The following parking and driving regulations have been adopted by the university to facilitate both vehicular and pedestrian movement, maximize parking and enhance safety. All parking and driving regulations are strictly enforced.

The Cedarville University Vehicle Regulations (CVUR) are subject to revision or change without prior notice.

STATEMENT OF GENERAL POLICIES (CUVR 100)

100: Parking Permit

A CU parking permit is required for every vehicle, whether student or employee, parking on or using CU properties; regardless of the residency status of the student or the status of the employee. The CU parking permit is a privilege which only grants a person the opportunity to operate and park a vehicle on CU properties. It does not guarantee a parking space.

All parking permits are the property of CU and the Department of Campus Safety & Security. Permits are assigned to **the** specific vehicle registered not to the registered owner, and as such the cannot be transferred to any other vehicle, even if that vehicle is owned by the person to whom the permit was originally issued. Parking permits cannot be given or sold to another person or party. Any attempts to fraudulently obtain or use a CU parking permit in an effort to avoid legally registering a vehicle may result in the immediate loss of all campus driving and parking privileges and a mandatory fine. ([refer to CUVR 303](#)).

Transfers of a parking permit from one car to another **MUST** be approved by Campus Safety. Students should report to the Campus Safety office in person to take care of this.

Resident and commuter student registration is \$35.00 per semester. Second semester fees are billed separately from the 1st semester and will not be posted until 15 days after the start of the second semester. ([refer to CUVR 206](#) for refund policy). All fees will be charged directly to the student's account.

There is no additional fee for a second, third or replacement vehicle; or for the transfer of a permit from one vehicle to another. There is a limitation on the number of vehicles that can be registered by one student to a total of three. The fourth vehicle will be subject to the regular registration fee assessed for the semester.

Anyone operating and/or parking a vehicle on the CU campus or property agrees to:

- Abide by the CU vehicle regulations
- Maintain a current and valid driver's license.
- Maintain the vehicle's current and valid registration, license and insurance as mandated by the student's state of permanent residency.
- Take responsibility for all fines and fees resulting from the use of their vehicle, even if they were not operating the vehicle at the time of any infraction.
- Protect and hold harmless the university, its students, officers and employees from all claims of injury or damages by reason of the operation of this or any other vehicle on the university campus or its property.

101: Definition of "STUDENT"

A student is defined as: "any individual, registered at the university as a student, who is involved in any activity that results in the receipt of credit or notation on their transcript." This is in effect for any individual so defined, regardless of the primary location of the activity, or the frequency or amount of time spent on the campus.

Individuals who are only auditing a class, unless enrolled as a student and actively taking other classes, are not considered a student. Such individuals should contact Campus Safety & Security for a specialized parking permit.

102: Students of Faculty/Staff

Students whose parents are faculty or staff at Cedarville University; and who operate a vehicle which already displays a fac/staff permit, still must register the vehicle in their name as a student vehicle. This is the one exception to CUVR 202.

Students whose vehicles are so registered are required to operate the vehicle in accordance with all rules and regulations that govern **student operation** of a vehicle on the Cedarville University campus.

The presence of a faculty/staff permit **DOES NOT** provide permission, expressed or implied, to use faculty/staff parking and/or regulations at their discretion. Tickets will be issued to students for violations observed while a student is operating a vehicle registered in this manner.

Faculty members who are operating their student's vehicle (bearing a student permit) are required to notify Campus Safety & Security of this situation. Failure to notify Campus Safety may result in the issuance of tickets to the student's vehicle.

NOTE: There is a \$10 fee for the replacement of any "lost or stolen" CU parking permit.

103: Liability

Cedarville University accepts no legal responsibility nor assumes any liability for the safety of vehicles due to theft, loss of property, vandalism, accident or other damage while it is on CU campus or property.

104: Ohio Revised Code

All provisions of the Ohio Revised Code (ORC) as it applies to the operation of vehicles are applicable on the CU campus and its properties and may be cited, except as it may be modified by the CUVR. Tickets may be issued by Campus Safety officers for ORC violations and will be labeled as CUVR 104 with a short explanation of the violation.

105: Exempt Vehicles

Campus Safety & Security, emergency and service vehicle are exempt from time and lane or space restrictions (other than handicap spaces); subject to safety precautions and with limited time restrictions while in the performance of their duties.

In incidents of medical, police and/or fire emergencies, if no other spaces are readily available, the use of handicap spaces by emergency vehicles is permitted.

106: Parking Spaces

All vehicles must be parked within a painted, marked space unless specifically directed to do so by a Campus Safety & Security or local Police officer. Vehicles parked outside of a space, or occupying multiple spaces by parking over the lines will be cited in violation of **CUVR 305**.

107: Motorcycles

Motorcycles must be registered with Campus Safety & Security. The fee for motorcycle registration is the same as for a car ([refer to CUVR 100](#)). Motorcycles may park in the "hashed-out" areas at the end of a parking row or in spaces designated specifically for motorcycles. Motorcycles may **NOT** park in the "hashed-out" areas adjacent to or associated with a handicap space; or adjacent to any residence, on any sidewalk or in an entry or stairwell. ([refer to CUVR 307](#)).

108: Freshman Vehicle Policy

Beginning in August, 2006, all freshman will be permitted to bring a vehicle to campus. However, in keeping with a "less privileged position", freshman students are subject to a more strict enforcement of the vehicle regulations. Freshmen found in violation of the CUVR will have listed fines doubled automatically (*i.e.* a \$15 fine for parking in the wrong lot will automatically double to \$30).

Freshman, as defined below, will be issued a freshman (ORANGE) permit and will be required to park in designated freshman parking. Freshman **are permitted** to utilize the 30 minute timed spaces in resident hall lots within the established guidelines.

A FRESHMAN is defined as:

- Any registered student who has accumulated LESS than 31 earned credit hours. (This may include transfer students).
- As an exception; students who are within 3 credit hours of sophomore status may be granted such status on a case-specific basis. (Verification of credits or extenuating circumstances may be required).

Freshman students who need an exception to the parking regulations MUST contact the Department of Campus Safety & Security explaining the specific reason for the exception. This MUST be done **PRIOR** to the student's actual need for the exception. Students who fail to obtain prior permission may be subject to tickets.

109: Owner Responsibility

Owners/operators of vehicles registered on Cedarville University campus are responsible to check their vehicles on a regular basis. For reasons of safety, security, vehicle maintenance and possible parking violation, Campus Safety & Security recommends checking the vehicle 1 time within a 72 hour period.

110: Exceptions Notification

Individuals who need an exception to any CUVR must do so, either in person, in writing via e-mail, or by phone. Such contact should be made PRIOR to the need for the exception, but within 24 hours of the need in order to prevent unnecessary citations. ([refer to CUVR 710](#)).

111: Traffic & Parking Signs

Traffic and Parking signs are posted in order to communicate specific traffic & parking regulations that apply to specific areas or spaces. There is an implicit expectation that motorists will read and follow the posted traffic & parking signs. Failure to "read the sign" is NOT an affirmative defense for appeal.

VEHICLE REGISTRATION POLICY (CUVR 200)

200: Registration Requirements

All students, faculty and staff must register any vehicle they intend to park or operate on CU campus with the Department of Campus Safety & Security. This applies to all vehicles, regardless of the length of time the vehicle will be on the CU campus or property. In order to register a vehicle, the following should be noted:

- All individuals must have and maintain a current and valid driver's license.
- All individuals must have and maintain current and valid insurance for the vehicle(s) which they are registering. Vehicles not currently insured may not be driven or parked on CU campus or property.
- All vehicles must display a current and valid license plate and state registration.
- Campus registration must be completed by the end of the first business day after the vehicle arrives on CU campus or property.
- Nothing can block or obscure the permit or the permit number.
- All vehicles must comply with the ORC as it applies to motor vehicles, or to the motor vehicle code of the owner's state of residence.

201: Registration Process

All students, faculty and staff must begin the vehicle registration process ON-LINE.

- Log into **CEDAR-INFO**
- Scroll to **Campus Services**
- Click on the **Vehicle Registration (parking sticker) Request** link
- Fill out all applicable information
- Click on **Submit**

Students **must** report to the Campus Safety & Security office after completing these steps in order to verify information and obtain their parking sticker. (Students must bring a copy of their state vehicle registration and proof of insurance with them).

Faculty and staff will have their permits delivered to the department for which they work.

202: Permit Display

All students, faculty and staff will be issued 1 sticker per registered vehicle. **All parking stickers must be displayed on the passenger side, lower corner of the rear window of the vehicle.** In the case of a motorcycle, the permit should be displayed on the right front fork. Permits that are not displayed in accordance with this section will be cited (CUVR 301b) and fined. Exceptions are limited to extreme window tint, convertibles or pick-up trucks with a cap on the bed.

- The sticker must be completely adhered to the window, with all of the backing removed.
- CU parking stickers expire on August 15 of the succeeding academic year.
- Due to the color coding of the parking lots, all previous CU permits must be removed from the vehicle. **ONLY the current year sticker is to be displayed.**
- In those cases where the sticker cannot be displayed on the rear window, the sticker must be displayed on the passenger side of the vehicle, on the window closest to the rear of the vehicle.

Faculty/staff permits are valid for a three year period, beginning in August of 2003.

203: Temporary Permits

Temporary permits are available for those who need to use a rental or other vehicle on a temporary basis. Temporary permits are requested on-line in the same manner as a permanent permit. Note the following:

- Temporary permits are valid for up to 21 days.
- Only 1 temporary permit per semester will be issued to an individual.
- Temporary permits cost \$5.00 and will be charged directly to the student's account.

In cases where other arrangements may be necessary, the individual should contact the Department of Campus Safety & Security.

204: Completion of Registration

The registration of a vehicle is considered complete when:

- All necessary forms are completed and filed with the Department of Campus Safety & Security.
- The parking permit is correctly adhered/displayed on the vehicle. ([refer to CUVR 202](#)).

NOTE: Permits may not be adhered to the vehicle using tape or other adhesive substance.

205: Visitor & Guest Permits

All visitors and guests are required to obtain a CU visitor's permit. The permits are designed to hang from the rear-view mirror and are dated. These permits may be acquired in advance by contacting the Campus Safety & Security office.

- The permit does not allow guests to park in resident hall lots overnight.
- The permit cannot be displayed on a vehicle registered on the campus.

206: Sale or Removal of a Vehicle

When a CU registered vehicle is sold, traded or if a student takes the vehicle home for the purpose of leaving it at their permanent residence, the CU parking permit must be removed and should be returned to the Department of Campus Safety & Security. Individuals must notify the department of Campus Safety & Security within 48 hours of the change in vehicle status.

Students who return for the spring semester, but do not bring back a vehicle which was registered on campus the previous semester, must notify the Department of Campus Safety & Security. This includes, but is not limited to those students involved in internships or overseas studies.

- Notifications provided up to one week into the second semester (**NO LATER THAN** January 15, 2010) will receive a 100% refund.
- Notifications provided **AFTER** January 15th, but **BEFORE** January 22th will receive a 70% refund (\$25).
- Notifications provided **AFTER** January 22nd, but **BEFORE** January 29th, will receive a 50% refund (\$18).
- Notifications provided **AFTER** January 29th, 2010 will not be considered for refunds and will result in the non-refundable registration charge placed on the student's account.
- Failure to make any notification will result in the non-refundable registration charge placed on the student's account.

NOTE: There is a \$10 fee for the replacement of any "lost or stolen" CU parking permit.

REGISTRATION AND PARKING ENFORCEMENT (CUVR 300)

300: No Current CU Parking Permit

All vehicles are required to display a current and valid CU parking permit in order to park on CU campus or property. Any vehicle not displaying a current and valid permit is in violation of **CUVR 200 & 202** and will be fined \$25. Vehicles which are found to be registered but fail to display a permit will have the ticket amended under CUVR 301a for failure to display a permit and fined \$25.

WARNING: Any vehicle receiving three (3) tickets for being unregistered will be towed/impounded and remain impounded until registration is completed as outlined in **CUVR 204**. A **mandatory \$25** release fee, in addition to registration and any tickets/fines and/or impound fees incurred will be charged prior to the release of the vehicle. (refer to **CUVR 505**)

WARNING: Any vehicle that has been immobilized, and remains immobilized in excess of 24 hours, will be towed at the owner's expense, with no additional warning. (refer to **CUVR 505**)

WARNING: The refusal to register a vehicle that is being operated and/or parked on CU campus or property may result in the towing of the vehicle at the owner's expense, with no additional notification.

301: Proper Display of the CU Permit

All CU parking permits must be displayed in accordance with the CUVR (refer to **CUVR 202**) and neither the permit nor the permit number may be covered or obstructed.

- Each student, faculty and staff member will be issued 1 sticker per vehicle, consisting of an assigned permit number. This sticker must be placed on the rear window of the vehicle, on the passenger side in the lower corner.
- In cases where the permit cannot be displayed on the rear window, the permit must be displayed on the passenger side of the vehicle, on the window closest to the rear of the vehicle. (It is not recommended that the permit be placed on a "roll-down" window and it can be obscured from view and unnecessary tickets issued).
- Motorcycles will be issued a sticker that is to be displayed on the right front fork of the motorcycle. This applies to motorcycles owned by both faculty/staff and students.
- Due to the color-coding of the parking lots. All previous CU parking permits must be removed from the vehicle. **ONLY the current year permit may be displayed.**

302: Temporary Permits

Any vehicle using or parking on CU campus or property for a period of 21 days or less may display a temporary permit. (refer to **CUVR 203**). The permit **MUST** be visibly displayed. Vehicles which remain on the campus longer than 21 days will be required to obtain a permanent CU parking permit.

Temporary permits which have expired will be cited as "expired temporary" if the date of the citation is within 7 days of the permit expiration date. Permits which are expired for longer than 7 days will be cited as an "unregistered vehicle". (refer to **CUVR 502**).

303: Fraudulent, Altered or the Misuse of a CU Parking Permit

All parking permits are the property of Cedarville University and the Department of Campus Safety & Security. Permits cannot be given, sold, traded or transferred to another vehicle, even if the second vehicle is owned by the original registrant. Any attempt to obtain, use, produce or reproduce a CU parking permit in a fraudulent manner may result in the immediate loss of all campus driving and parking privileges, a mandatory fine and the immobilization and/or towing of the vehicle at the owner's expense. (refer to **CUVR 314, 502 & 509**).

304: Parking Lot Assignments

Cedarville University has adopted an “open resident lot” policy in relation to student parking.

RESIDENT STUDENTS

- Will be issued a resident (**BLUE**) permit and may park in any resident hall lot (posted as a **BLUE** lot), except those lots specified in this section (**304**) and in section **904**.
- May **NOT** drive and/or park in any lot OTHER than those lots designated as a resident lot prior to 5 pm Monday through Friday.
- **MUST** be parked in a designated resident hall lot or the approved overflow lot by curfew.

COMMUTER STUDENTS

- Will be issued a commuter (**GOLD**) permit and may park in any lot designated/posted as a commuter lot. Commuters are **not permitted** to park in any resident hall lot unless using the 30-minute time limited spaces for short term parking.
- Commuter students **MUST** be off campus by curfew (see student handbook, pg.16). There is **NO** overnight parking on campus, unless **PRIOR ARRANGEMENTS** have been made (**refer to CUVR 907**).
- **See also CUVR 902**

FRESHMAN STUDENTS

- Will be issued a freshman (**ORANGE**) permit and **MUST** park in designated freshman parking. Freshmen are **not permitted** to park in resident hall lots.
- May use the 30-minute time-limited spaces for short term parking in resident hall lots.
- Weekends are not exceptions to this regulation.
- **See also CUVR 904**

SHARED LOTS

- The large commuter lot at the Hill and the Apple/CBTS parking lot are considered “shared lots”. These lots are designated as “COMMUTER LOTS” (posted **Gold**). Resident students may **NOT** park in these lots prior to 5 PM Monday – Friday (**refer to CUVR 905**).

EXCEPTIONS

- PRINTY and LAWLOR parking lots are designated as “**FEMALE ONLY**” and “**MALE ONLY**” respectively. Violations will be issued as noted.
- Commuters who find it necessary to leave a vehicle on campus overnight must contact Campus Safety & Security prior to the time of need. In emergency situations (including a disabled or inoperative vehicle) students can contact the duty officer immediately. The duty officer can be contacted by dialing **9-9-9** from any campus phone or **937-239-6491** from any other phone.
- Students who are placed in RESTRICTION or who have lost campus driving privileges will also be designated with an **ORANGE** permit, with an accompanying notation of restriction. Such vehicles **MUST** remain in the lot of restriction at all times. (**refer to CUVR 511**),

305: Angled Parking Spaces

In parking lots where spaces are angled, traffic flow is established as **1-way**, whether or not signs are posted. In such lots, all vehicles must park **HEAD-IN ONLY**, **without pulling through**.

These lots are located:

- DODEN Field House – along the West side of the building along Varsity Dr.
- ENS – between the ENS and Milner.
- TYLER Digital Communications Center – along the South side of the building.

306: Reserved Parking Spaces

All specifically designated reserved staff and guest spaces are reserved 24 hours per day, 7 days per week, unless otherwise specified.

- **Faculty/staff spaces:** all faculty/staff spaces are indicated by **BLUE** lines, and in most cases signs. These spaces are reserved for faculty/staff between the hours of 7 am and 5 pm Monday through Friday. Students may NOT park in these spaces during the designated times.
- **Faculty/staff & Visitor lot:** The DMC lot (between the DMC and SSC) is reserved for faculty/staff and visitors between the hours of 7 am and 5 pm Monday through Friday. The exception is the 6 white-lined “quick drop” spaces at the Southwest corner of the lot. These spaces are designated by signs and limited to 30 minutes. These spaces are for resident (**BLUE**) and freshman (**ORANGE**) registered vehicles to use for quick drop situations. Times are strictly monitored.
- **Faculty/staff lot:** The ENS lot between Milner and the ENS is reserved for faculty and staff ONLY between 7 am and 5 pm Monday through Friday.
- **Visitor & Guest spaces:** There are 15 guest spaces located at the upper level entrance of the SSC. These spaces are designated by signs, and are reserved Monday – Friday from 7:00 am until 6:00 pm. There are also 2 visitor spaces designated by signs in the parking lot on the South side of Founder’s hall. (Student-registered vehicles do NOT qualify as visitor vehicles for these spaces). White lined spaces in all other lots are for common use by both commuters and visitors.
- **Specifically designated spaces:** There are certain spaces that are specifically designated, either by name or by office. These spaces are reserved on a 24 hour a day basis and may not be used by anyone other than the person designated by the signage.

307: Disabled Persons Parking

Pursuant to ORC 4503.44, ONLY those vehicles displaying a valid disabled person’s license or placard may use a disabled person’s parking space. There is absolutely no parking in the “hashed-out” areas of any handicap parking space.

Persons “standing/parking” in a handicap space may be requested by an officer or other person authorized to enforce parking/traffic regulations, to present evidence of a placard, license or plate that permits the use of disabled person’s parking. Tickets will be graduated based on offense:

- 1st ticket: \$ 50 posted fine
- 2nd ticket \$100 fine
- 3rd ticket \$100 fine and the loss of right to appeal and possible restriction of campus driving privileges.
- 4th ticket \$250 fine (state minimum) in addition to the loss of campus driving privileges for 1 semester.

Public law enforcement may enforce this violation on campus, resulting in the \$250 state minimum (regardless of the # of ticket).

Violators of this section will be cited ([refer to CUVR 501](#)) and may be towed at the owner’s expense with no further notification. ([refer to CUVR 505](#)).

EXCEPTIONS:

- Persons displaying a CU Campus Safety & Security temporary handicap permit *that designates the use of a handicap space* may legally park in handicap spaces under the specifications of the temporary permit.
- Disabled persons may request an “ASSISTANCE PASS” from the Department of Campus Safety & Security for those instances when a third party may be driving or assisting the disabled person.

Persons requiring a temporary disabled person’s permit must obtain one at the Department of Campus Safety & Security PRIOR to using the privilege. ([refer to CUVR 703](#)).

NOTE: The use of emergency flashers (4-way) does NOT exempt a vehicle from this section.

308: Misuse of a Disabled Person's Placard

No person shall lend any certificate of registration, license plate, placard or permit issued to them if the person desiring to borrow or use it would not be entitled to its use under its specifications. Nor may anyone knowingly permit its use by any individual not entitled to it under its specifications.

Any person who knowingly uses or allows to be used, a disabled person's placard, license or permit will be cited under CUVR 308 and the fines will be the same as listed in CUVR 307.

309: Temporary, Limited or Timed Parking Spaces

Spaces designated by the use of signs, pavement markings or any other indicators are to be used for a limited time only. Spaces that are designated as time-limited have a posted time limit and times are strictly monitored by authorities. Violators are subject to multiple fines, as an exception to the 24 hour rule as outlined in this section (309).

The 9 spaces in the DMC/SSC parking lot near the lower level entrance of the SSC have been labeled as "RESIDENT PERMITS ONLY". Vehicles bearing a **BLUE** or **ORANGE** permit may utilize these spaces. Commuters in violation of this policy will be cited under CUVR 306b (reserved/restricted space - \$15 fine). If such a vehicle is in violation of the time restriction, the ticket issued under CUVR 306b may be amended to reflect the violation of CUVR 309 (time limit - \$25 fine).

- Violations that exceed 2 hours are subject to an additional citation.
- Violations that exceed 3 hours are subject to an additional citation.
- Violations that exceed 4 hours are subject to immobilization and/or towing of the vehicle at the owner's expense with no further notification. ([refer to CUVR 508](#)).

310: Parking Lots Restricted for Special Events

Due to the frequency of special events on campus, selected parking lots may be closed to students and/or faculty-staff as announced by the Department of Campus Safety & Security. ([refer to CUVR 900](#)).

Campus Safety & Security will utilize the campus e-mail system to communicate these closures. Tickets will be issued to enforce this policy, once closure information has been communicated.

311: Illegal Parking – On Campus

Any person(s) who stops, parks or leaves any vehicle in any of the following will be considered illegally parked.

- Sidewalks, lawns, sports fields or any other landscaped areas.
- Walkways, doorways or access points to buildings.
- Driving lanes (including obstruction of), double-parking or blocking in other vehicles.
- Moving, displacing or ignoring cones, barricades or other devices designed to restrict a space or lot. ([refer to CUVR 501](#)).
- Obstructing or parking in front of dumpsters, either permanent or temporary.
- Extending a parking row by either parking in the "hashed-out" area at the end of the row, or by parking beyond the designated end of a row. (Unless under the stipulation of [CUVR 106](#)).
- Areas (either paved or unpaved) which are NOT designated for parking.

312: Illegal Parking – Off Campus

Cedarville University diligently strives to maintain and increase the positive relationship with the surrounding community, especially those properties directly adjacent to the CU campus. In an effort to be sensitive to their needs, and to continue to foster this positive relationship, students should follow all parking and traffic regulations in these areas. The Cedarville Police Department will cite vehicles in violation of these regulations and property owners may tow such vehicles, at the vehicle owner's expense, with no prior notification to either CU or the vehicle owner. As of July, 2006, the village of Cedarville has established zone-regulated parking spaces on most village streets. Cedarville Police Department will be enforcing these parking spaces.

313: Fire Lanes & Yellow Zones

Yellow zones are designated by either yellow stripes or hash-marks. These areas may be designated by markings on either the curb or the pavement.

Fire lanes are designated by either signs or yellow markings. Vehicles may not park, either attended or unattended, in any fire lane. Fire lanes include, as defined by the ORC as the area which extends 10 feet in either direction of a fire hydrant. Note that emergency (4-way hazard flashers) do not relieve a driver from this section.

Both yellow zones and fire lanes MAY be used for the purpose of loading or unloading ONLY. Vehicles may be in these areas for this purpose for no longer than ten (10) minutes.

314: Tampering

Tampering, as defined herein, contains three elements:

- **Tampering with a Permit**
 - Any person who gives, sells or trades a permit with another person
 - Any person who attempts to fraudulently obtain, produce or reproduce a permit
 - Any person who transfers a permit to another vehicle.
- **Penalty**
 - \$50.00 fine
 - Possible restriction or loss of campus driving privileges (**refer to CUVR 509**).
 - Possible loss of right to appeal (**refer to CUVR 605**)
- **Tampering with a Ticket**
 - Any person who alters, removes or places a ticket on another vehicle.
 - Any person who uses a previously issued ticket in an effort to avoid a possible ticket for an offense.
- **Penalty**
 - 1ST offense: \$25.00 fine
 - 2ND offense: \$50.00 fine and the loss of right to appeal (**refer to CUVR 605**).
 - 3RD offense: \$100.00 fine with no appeal and probation and/or restriction of campus driving privileges.
- **Tampering with a wheel-lock device**
 - Any person who tampers with, attempts to remove or does remove a wheel-lock device placed on a vehicle.
 - Any person who, whether or not through above listed activities, causes damage to a wheel-lock device.
- **Penalty**
 - A mandatory \$100.00 fine
 - Immediate probation and/or restriction
 - Legal responsibility for any and all repairs and/or replacement costs of the wheel-lock device, in addition to any applicable Ohio penal codes.
 - Disciplinary action taken under the Cedarville University Student Handbook as adjudicated by the Department of Student Life.

315: Faculty & Staff Parking (formerly CUVR 506)

Faculty & staff parking spaces are indicated by BLUE striping. (**refer to CUVR 306**). Students are prohibited from parking in these spaces between 7 am and 5 pm Monday through Friday. This includes students whose vehicle may bear a faculty/staff permit based on their parents' employment. (**refer to CUVR 102**). Faculty & staff may park in white-lined commuter/visitor spaces in the event that all faculty/staff spaces in the area are full.

316: Parking Violation Issuance

While most parking violations are issued at the time of the infraction, the Department of Campus Safety & Security reserves the right to mail the citation to the registrant of the vehicle involved in the infraction.

TRAFFIC ENFORCEMENT – Moving Violations (CUVR 400).

400: Failure to Obey a Traffic Control Device

No driver shall disobey any traffic control device, including but not limited to traffic signs, barricades, barrier tape, cones, signals, pavement markings or an officer, while on the CU campus.

401: Failure to stop at a STOP sign

No driver shall fail to stop for any posted STOP sign, including “STOP bars” painted on the pavement, whether the sign or bar is temporary or permanent.

WARNING: this violation may be cited in conjunction with speeding (**CUVR 403**) and/or reckless operation (**CUVR 405**). Drivers in violation of this section (401) may face one or more of the following:

- A mandatory \$25 fine in addition to any other violations or fines
- Disciplinary action under the Cedarville University Student Handbook as adjudicated by the Student Life Department.

402: Failure to Yield to a Pedestrian

All vehicles, including but not limited to scooters, bicycles, rollerblades and skateboards, must yield to pedestrians in accordance with ORC 4511.46 ([refer to CUVR 711](#)).

403: Excessive Speed

The posted speed limit on the Cedarville University campus is **15 mph**, and recommended **10 mph** in the parking lots. No person shall operate a vehicle in excess of the posted speed limit. This policy is radar enforced.

Exceptions:

- The posted speed limit on Varsity Dr. between the SSC and Bridge St. (**outbound ONLY**) is 25 mph.
- The posted speed limit on Varsity Dr. between Main St. (US Route 72) and the walking track/parking area is 25 mph.
- All emergency vehicles, including but not limited to Campus Safety & Security, local police and CUEMS are exempt from the posted speed limit (within reason) in the execution of their duties.

404: Unsafe Passing/Driving Left of Center

In accordance with ORC 4511.29 and 4511.30, no driver shall pass any other vehicle which is stopped for traffic or a traffic control device or sign, pedestrians or when the driver’s view may be obstructed within such a distance as to create a hazard.

405: Reckless Operation of a Vehicle

In accordance with ORC 4511.20 and 4511.201, no driver shall operate his vehicle in a manner which disregards the safety of others, whether they are other motorists or pedestrians; or the safety of property.

405.1

This includes but is not limited to:

- Displays of excessive speed, including but not limited to “power turns”, “donuts”, “peeling out”, or the squealing of tires.
- Failure to control the vehicle in a “normal operating manner”.
- Intentional weaving or zig-zagging.

405.2

- Knowingly permitting any person to ride ON any vehicle or portion of any vehicle which is not designed or specifically designated for the use of passengers during travel.
- Knowingly operate a vehicle which is towing any person, whether that person is on any other vehicle, including but not limited to a motorcycle, bicycle, scooter, rollerblades, skates or skateboard.

405.3

- Reckless operation as further defined in the ORC (4511.20):
 - “No person shall operate a vehicle. . .on any street or highway in a willful or wanton disregard for the safety of persons or property. . .”

WARNING: this violation may be cited in conjunction with Failure to stop (**CUVR 401**) and/or speeding (**CUVR 403**). Drivers in violation of this section (405) face one or more of the following:

- A mandatory \$25 fine in addition to any other violations or fines
- Disciplinary action under the Cedarville University Student Handbook as adjudicated by the Student Life Department.

406: Driving the Wrong Way

No person shall operate a vehicle traveling in a direction opposite to the established flow of traffic, as designated by either traffic control signs, pavement markings or the angle of parking spaces in the parking lot.

NOTE: All traffic circles on the CU campus are one way, whether or not signs are posted. All parking areas with angled parking are designated as one way whether or not signs are posted. (see also CUVR 305).

407: Failure to Obey an Officer

Failure to obey any order, signal or direction of a Campus Safety & Security officer will result in one or more of the following:

- A mandatory \$25 fine in addition to any other violations or fines.
- The loss of campus driving privileges through restriction or suspension for 1 semester ([refer to CUVR 509 & 511](#)).
- Disciplinary action under the Cedarville University Student Handbook, as adjudicated by the Student Life Department.

408: Fleeing, Evading or Failure to Stop

Defined as: any person(s) while operating a vehicle, and with the intent to evade, willfully flees or otherwise attempts to evade authorities.

WARNING: this violation may be cited in conjunction with speeding (**CUVR 403**) and/or reckless operation (**CUVR 405**). Drivers in violation of this section (408) face one or more of the following:

- A mandatory \$25 fine in addition to any other violations or fines
- Immediate loss of campus driving privileges through restriction or suspension for 1 semester. ([refer to CUVR 509 & 511](#)).
- Disciplinary action under the Cedarville University Student Handbook as adjudicated by the Student Life Department.

409: Driving on non-roadways

Any person found operating a vehicle in/on an area not specified for vehicular traffic will be in violation of this section and subject to fine in addition to any fees. (fees will be assessed by the Grounds Department). Such areas include, but are not limited to sidewalks, pedestrian walkways, sports fields, walking tracks, lawns and landscaped areas or general “green areas” (*i.e.* fields adjacent to roadways or parking lots).

410: Traffic Violation Issuance

While most moving violation tickets are issued at the time of the infraction, the Department of Campus Safety & Security reserves the right to mail the citation to the registrant of the vehicle involved in the infraction.

FINES & LOSS OF DRIVING PRIVILEGES (CUVR 500)

500: Financial Responsibility

The individual who is named on the CU vehicle registration and under whose name the vehicle receives its CU parking permit is the individual who is financially responsible for all violations and fines assigned to that vehicle, regardless of who is operating the vehicle at the time of the violation.

501: Fines for Parking Violations

Parking violation fines are as follows:

- **\$10.00 Fines**
 - Improperly parked in a space (crossing lines or taking up multiple spaces).
 - Extending a parking row or parking in a space or area not designated as a parking space.
- **\$15.00 Fines**
 - Parking in a lot other than assigned or designated for the permit displayed.
 - Parking in a faculty/staff space or lot during designated hours.
 - Parking in a guest space or a reserved space or lot.
 - Parking in a lot restricted for a special event.
 - Unauthorized overnight parking (cited under CUVR 304 – wrong lot)
- **\$20.00 Fines**
 - Parking against the flow of traffic (backing in or pulling through angled spaces).
 - Parking or driving on any sports/intramural field, the track or walking path.
 - Parking defined as “illegal” in **CUVR 311**.
- **\$25.00 Fines**
 - Exceeding the time limit in a time-limited space*
 - Tampering with a ticket – 1st offense. ([refer to CUVR 314](#))
- **\$30.00 Fines**
 - Any parking citation issued to a restricted vehicle as designated by either an ORANGE permit or a permit issued and designated as a **restricted vehicle**.
- **\$35.00 Fines**
 - Parking in a fire lane
 - Parking in a yellow zone
- **\$50.00 Fines**
 - Parking in a handicap space – 1st offense ([refer to CUVR 307](#)).
 - Tampering with a ticket – 2nd offense ([refer to CUVR 314](#)).

502: Fines for Permit Violations

Permit violation fines are as follows:

- **\$10.00 Fines**
 - Expired temporary permit (within 7 days of date of expiration).
 - Improperly affixed permit (including multiple permits and incorrect location of permit).
- **\$25.00 Fines**
 - Unregistered vehicles.
 - Vehicles that may be registered but fail to display a current/valid CU parking permit. ([refer to CUVR 202 & 203](#)).
- **\$50.00 Fines**
 - Tampering, altering, transferring or displaying a fraudulent permit. ([refer to CUVR 303 & CUVR 314](#)).

*Vehicles which remain in a time-limited space for longer than 2 hours may receive an additional citation.

*Vehicles which remain in a time-limited space for longer than 4 hours may be towed at the owner's expense, with no additional notice. ([refer to CUVR 309 & 508](#)).

503: Fines for Moving Violations

Moving violation fines are as follows:

- **\$20.00 Fines**
 - Driving the wrong way on a 1-way
 - Failure to follow the directions of a Campus Safety & Security officer*
 - Fleeing, evading or eluding a Campus Safety & Security officer*
- **\$25.00 Fines**
 - Speeding+
 - Reckless operation, including displays of excessive speed ([refer to CUVR 405](#))+
 - Failure to stop for a STOP sign+
 - Failure to obey a traffic control device or sign ([refer to CUVR 400](#)).
 - Driving on non-roadways ([refer to CUVR 409](#)).

NOTE:

* **Fines for these violations may be in addition to fines and/or demerits issued by the Department of Student Life.**

+ **Fines for these violations may be combined in addition to other designated violations.**

WARNING: All fines for violations issued to vehicles which are registered as a freshman vehicle will be doubled automatically ([refer to CUVR 108](#)). In exception to this are tickets 6-9 which are automatically doubled under [CUVR 507](#).

504: Accumulation of tickets & fines

All tickets and fines accumulate on an **ANNUAL** basis.

505: Immobilization & Towing

A. Immobilization Cedarville has adopted a “no boot” policy (see paragraph B following).

Immobilizations will not generally be used except in extreme incidents when towing is not feasible or possible.

B. Towing/Impound

Cedarville University Campus Safety will tow (through a licensed and insured towing agent) and impound cars found in violation of [CUVR 300](#) (receiving 3 or more citations for being unregistered), or any other CU regulation where immobilization was previously used, including [CUVR 507](#).

Vehicles which are towed will be impounded at a secured location. Vehicles will not be released until the owner of the vehicle presents an “Impound Release Form” obtained from the Department of Campus Safety & Security. This form must be completed by an officer or authorized representative of the Department of Campus Safety & Security. The completed form must be presented to the impound lot supervisor for release of the vehicle.

The Impound Release fee (\$25) ([refer to CUVR 300](#)) must be paid **at the time the release form is completed, prior to the release of the vehicle**. All other fees and fines will be charged to the student’s account. Impound fees are as follows:

- IRF (Impound Release Fee) \$25
- Towing Fee*
- Impound Fee*

The above listed fees are in addition to any tickets, fines and/or fees that the vehicle owner has incurred.

Vehicles which are not reclaimed and remain impounded in excess of 30 days will be treated as an abandoned vehicle. In accordance with ORC 4513.64, an attempt to identify and contact the owner and determine the disposition of the vehicle will be made. If an owner is identified and contacted, they will have 10 days from date of contact to resolve the situation. Vehicles which remain unresolved will be turned over to impound/salvage per ORC 4513.64. ([see CUVR 705](#))

*Fees are subject to change without notice based on the towing and/or impound company policies and other unforeseen factors.

506: Repeat & Habitual Offenders- Definition

Repeat Offenders are defined herein as any person who has received 3 tickets **for the same offense**, or a combined total of 5 tickets **regardless of the type of offense**.

Habitual Offenders are defined herein as any person who has received 5 tickets **for the same offense**, or a combined total of 7 tickets **regardless of the type of offense**.

507: Repeat Offenders – Students

TICKETS 1-5: whether or not for the same offense, will result in the fine(s) listed on the ticket ([refer to CUVR 601 & 604](#)).

TICKETS 6-8: whether or not for the same offense, will result in the fine(s) listed on the ticket automatically being doubled. ([refer to CUVR 604](#)).

TICKET 9: will result in the fine(s) listed on the ticket being doubled **plus** one or more of the following:

- Immediate immobilization of the vehicle. There is a mandatory \$25 wheel-lock removal fee in addition to the ticketed fine. ([refer to CUVR 505](#)).
- Possible towing of the vehicle at the owner's expense. ([refer to CUVR 505](#)).
- Immediate loss of campus driving privileges and/or restriction and probation. ([refer to CUVR 509](#)).

Individuals who receive **more than 9 tickets**, regardless of the type of offense, will face one or more of the following:

- Immediate loss of campus driving privileges
- Either being banned or restricted (based on permanent residency) ([refer to CUVR 904b](#)).
- Probation for 1 semester following the release of restricted status.

Additional tickets may result in the loss of campus driving privileges for longer periods of time. ([refer to CUVR 509](#)).

508: Repeat Offenders – Faculty & Staff

Faculty & staff are expected to observe all regulations as defined in the CUVR. Tickets will be issued to faculty & staff for the following violations:

- Unregistered vehicle (CUVR 200)
- Improper display of or invalid permit (CUVR 300-301)
- Speeding (CUVR 403)
- Driving on grass, sidewalks or other landscaped areas (CUVR 311)
- Parking in specifically reserved (24-hr/day) spaces (CUVR 306)
- Parking in fire lanes/yellow zones or handicap spaces (CUVR 306 & 307)
- Illegal parking (CUVR 311)
- Disregarding traffic control devices and/or signs (CUVR 400-401)
- Parking in resident hall lots apart from bona fide business (CUVR 304)
- Reckless operation (CUVR 402, 403 & 405)

508A: Faculty Adjudication

When the number of violations indicates that a faculty member is deliberately refusing to comply with CUVR parking and traffic regulations, the director of Campus Safety & Security will issue a written notice to the faculty member with a copy forwarded to the faculty member's department chair and the Academic Vice President.

508B: Staff Adjudication

When the number of violations indicates that a staff member is deliberately refusing to comply with CUVR parking and traffic regulations, the director of Campus Safety & Security will issue a written notice to the staff member with a copy forwarded to the staff member's department head and the appropriate vice president.

509: Loss of Privilege

As outlined in CUVR 100, the use of any vehicle, including but not limited to cars, trucks, suvs, scooters, motorcycles, bicycles, rollerblades, skates and skateboards on the Cedarville University campus or property is a privilege granted by the university and is not the right of any employee, student or guest. As such, the CUVR applies to all those who operate any vehicle on the campus or property. Therefore, any person may lose that privilege and be restricted or banned from the Cedarville University campus as a result of continued abuse of this privilege.

510: Disciplinary Action

Offenders classified as either Repeat or Habitual ([refer to CUVR 506](#)), may face one or more of the following types of disciplinary action:

- Payment of all applicable fines and fees, whether assessed by the Department of Campus Safety & Security or by some other department.
- Towing of the vehicle at the owner's expense ([refer to CUVR 505](#)).
- Loss of campus driving privileges for 90 days from the date of adjudication of the citation.
- Probation for the balance of the academic year from the date of release from restriction or ban.
- Students may face disciplinary action according to the Cedarville University Student Handbook as adjudicated by the Department of Student Life.

511: Non-compliance to Loss of Privilege Conditions

Any person found in violation of the loss of privilege conditions established by the Department of Campus Safety & Security will be found in violation of this section of the CUVR, and one or more of the following may apply:

- A mandatory \$50.00 fine
- The loss of right to appeal ([refer to CUVR 605](#)).
- The possible immobilization of the vehicle with a mandatory \$25.00 removal fee to be paid prior to the removal and in addition to the non-compliance fine.
- The possible towing of the vehicle at the owner's expense and in addition to the non-compliance fine.
- The loss of campus driving privileges for the remainder of the current semester and extending into the next semester (including the next academic year).

APPEALS PROCEDURE (CUVR 600)

600: Appeals

Students who believe that they were in compliance with the CUVR and wish to appeal an issued citation may do so through the appeal process. Appeals may only be made in person, IN WRITING at the Department of Campus Safety & Security. All appeals must be submitted within 10 days of the date of the ticket. Appeals submitted in excess of the 10 days from the date of the ticket will not be considered. **Verbal appeals**, either in person or over the phone, will not be accepted.

601: Disposition of Appeals

The appeals process has two steps. The first step is the review and evaluation of the appeal by the Department of Campus Safety & Security. This step is generally completed within 10 days of the submission of the appeal. Appellants will be notified via e-mail as to the decision made in this step. Appeals that are denied in the first step will be forwarded to Student Court (**note the exceptions below**).

Disposition of appeals are as follows:

- | | |
|-------------------------------|---------------------|
| • Appeal denied | fine upheld |
| • Appeal denied | fine reduced/waived |
| • Appeal changed to a warning | no fine |
| • Appeal granted | ticket voided |

In exception to the two step process, the following appeals are **NOT** forwarded to student court:

- | | |
|--|--------------|
| • Speeding | CUVR 403 |
| • Reckless operation | CUVR 405 |
| • Parking in: | |
| ○ A handicap space | CUVR 307,308 |
| ○ A fire lane | CUVR 311 |
| • Tickets 6-9, whether or not for the same offense | CUVR 506 |

Fines for tickets issued may be charged to the student's account prior to the completion of the appeals process. Fines which are reduced or eliminated will be credited back to the student's account.

602: Types of Appeals

Three types of appeals will be considered for evaluation:

- Unclear or conflicting regulations
- Unclear parking lot markings, lines or signs
- Appeals based on emergency or medical situations which made the violation necessary and/or unavoidable. (proof may be required).

603: Invalid Appeals

Appeals that will NOT be considered include, but are not limited to:

- Ignorance or lack of knowledge of the regulations
- Inability to find a legal parking space
- "I've parked here before and not gotten a ticket. . ."
- Failure to follow posted signs, or "other cars were parked there and didn't get a ticket. . ."
- Appointments, class or work schedules or ". . . too busy . . ."
- Illness
- Lateness, schedule conflict or "an appointment"
- Forgetfulness
 - to appeal the ticket
 - to affix the permit to the vehicle
 - to move the vehicle
 - where I parked my car
- Did not receive a copy of the ticket.
- Loaning the car to a friend or sibling.
- Inability to financially afford the ticket.

604: Payment of Fines

All fines are automatically billed to the student's account. Fines may be charged to the student's account prior to the completion of the appeals process. (refer to [CUVR 601](#)). Payment for all fines is to be made at the cashier's office, located in the lower level of the Steven's Student Center.

605: Loss of Right to Appeal

Under certain circumstances, an individual's right to appeal may be forfeited. Contributing factors may include, but are not limited to:

- Repeat or habitual offender status (refer to [CUVR 506](#))
- The severity of the offense or situation.
- Status of privilege (refer to [CUVR 509, 511](#))

606: Warning Tickets

Warning tickets, as noted on the ticket header, are designed to convey parking and traffic regulations and the subsequent penalty for the violation of that regulation. The recipient of a warning ticket is NOT charged, and the warning is not recorded on the individual's account information.

Warning tickets may be used for reference if it becomes evident that the individual is a habitual offender, particularly in situations where probation, restriction and/or the loss of right to appeal is being considered.

607: Limitation of Appeal

Appeals are limited to the semester within which the original ticket was issued, except for those cases when a ticket is issued within the last 10 days of a semester. Appeals will not be reopened after the beginning of the new semester. In the case of spring semester, Appeals will not be reopened after the second week of May term.

SPECIAL SITUATIONS & CONSIDERATIONS (CUVR 700)

700: Campus: Driving to class or chapel

On campus, resident students are restricted from all on-campus driving between the hours of 7 am and 5 pm, Monday through Friday. If an extenuating circumstance exists in exception to this regulation, the individual must contact the Department of Campus Safety & Security or the officer on duty **PRIOR** to the need for the exception.(refer to **CUVR 110**). Lack of prior notice to the Department of Campus Safety & Security may result in the issuance of a ticket, and is not necessarily grounds for appeal.

701: Village Parking Ordinance

Cedarville Village ordinance prohibits parking along the West side of Main St. from Maddox Hall to the Founder's Hall entrance between the hours of 6 am and 6 pm Monday through Friday.

702: Commuter parking in Resident Hall lots

Commuters may use the time-limited (30 minute) spaces in resident hall lots for meetings or drop-off situations. If these spaces are occupied, or if the length of time at the resident hall will be longer than 30 minutes, commuters must park in a designated commuter parking lot.(refer to **CUVR 304**).

703: Medical Permits

Individuals who need a temporary medical permit may obtain one from the Department of Campus Safety & Security. Applicants should submit an application and a copy of the physician's request to the office. (UMS & the Athletic Training department notes are considered acceptable as a physician's request.)

Temporary permits will be issued for a period of 30 days and are renewable based on a physician's recommendation or request.(The recommendation/request **MUST** be presented at the time the renewal is being requested). These permits allow parking in commuter and/or handicap spaces, as designated on the permit.

Medical permits must be obtained **PRIOR** to utilizing the privilege afforded individuals who may qualify for these permits, except in cases of emergency. Temporary medical permits **do not** qualify for parking in faculty/staff or specifically reserved spaces.(refer to **CUVR 307**).

Individuals found in violation of the provisions of a temporary medical permit or who are found abusing the privilege of the permit may forfeit their rights to the permit and may have it revoked immediately. The applicant's signature on the permit request implies that they have read and understand the provisions and restrictions of the temporary medical permit.

704: Visitor/guest parking

Bona fide visitors and guests may park in any of the visitor spaces on campus, as designated by the white lines. There are 2 specifically reserved spaces at Founder's Hall and 15 specifically reserved spaces in the upper level parking lot at the Steven's Student Center. **ALL designated visitor spaces are reserved Monday – Friday from 7 AM to 6 PM**. Student registered vehicles **DO NOT** qualify for visitor/guest parking regardless of the operator of the vehicle.

705: Abandoned, Stored, or Unattended Vehicles

No student, faculty/staff or visitor may abandon, store or leave a vehicle on the CU campus or property. Vehicles that have been identified as not being used regularly will be classified as stored, abandoned or unattended.

The Department of Campus Safety & Security will attempt to identify the owners of such vehicles and in accordance with ORC 4513.64, attempt to contact the owner and determine the disposition of the vehicle. (Such contact may be done through tickets, immobilization, e-mail or certified letter). Owners may present justified reason(s) for the vehicle's presence or to make acceptable arrangements. Vehicle owners will have 10 days to comply with either the regulations or the agreed upon arrangements.

705: Abandoned, Stored or Unattended Vehicles *con't.*

Vehicle owners who are identified, but who fail to make arrangements will be provided a written warning and 10 days to remove the vehicle from the CU campus or property, **except** in incidents where immediate removal is necessary due to safety or traffic concerns. ([refer to CUVR 505](#)). Failure to comply will result in the vehicle being towed at the owner's expense, per ORC 4513.64. Vehicles which owners cannot be identified or contacted will be towed at the owner's expense with no additional notification.

This section does not replace **CUVR 300** (reference vehicles which are unregistered), or **CUVR 505** (reference general guidelines for immobilization and/or towing).

706: Vehicles left for the summer

Due to annual construction, paving and/or painting in parking lots on the CU campus, students, faculty, or staff may not leave their vehicle(s) on CU campus or property without **prior consent**. Failure to obtain prior consent will be viewed under **CUVR 705** and the vehicle will be subject to towing at the owner's expense.

Individuals who need to leave a vehicle on the CU campus during the summer must:

- Notify the Department of Campus Safety & Security in writing, including the vehicle owner's name, the make, model and color of the vehicle as well as the state and license plate displayed on the vehicle.
- Provide justified cause for the request.
- Park in the designated area as determined by the Department of Campus Safety & Security.
- Provide a name and number for contact in case of need.
- Provide a set of keys to the vehicle in case the vehicle must be moved due to any unforeseen circumstance(s). **Failure to provide keys may result in the towing of the vehicle at the owner's expense for such unforeseen circumstances.**
- Understand and agree that Cedarville University neither warrants nor assumes any liability for the safety of any vehicle due to theft, loss of property, damage or vandalism, accidents or damage while the vehicle is on CU property. ([refer to CUVR 101](#)).

707: Vehicle Repairs

No person shall initiate or affect repairs of any type on any vehicle on CU campus or property, without prior written consent from the Department of Campus Safety & Security.

Individuals who "take vehicles off campus" in order to affect repairs on behalf of the vehicle owner; whether taking the car outright, or leaving another registered vehicle in its place, must contact the Department of Campus Safety & Security prior to doing so. This notification will prevent unnecessary ticketing. ([refer to CUVR 108](#)). Individuals who make a routine practice of providing this type of service should apply with the Department of Campus Safety & Security for a specialized parking permit.

708: Vehicles equipped with emergency lights

Any student, faculty or staff member having a vehicle operating or parking on CU campus which is equipped with any type of emergency light whether rotating, oscillating or strobing; including but not limited to red, clear, amber or blue, whether mounted permanently or temporarily, must register with the Department of Campus Safety & Security. The operator's copy of registration should be kept in the vehicle while on CU campus and made available upon request.

709: Snow Removal Policy

In the event of snow that requires plowing, the following policy will apply:

- Announcements requesting students to empty selected parking lots that need to be plowed will be made through the campus e-mail system or other appropriate means.
- Physical plant or other authorized groups will **plow** the lots when they are empty.
- Vehicles must be returned to their original or appropriate lots no later than curfew on the same day the lots are plowed.

710: Disabled Vehicles

In the event a vehicle becomes disabled, whether due to accident or mechanical failure, and does not fall under **CUVR 705**, the registrant of the vehicle must contact the Department of Campus Safety & Security within 24 hours of the time at which the vehicle becomes disabled in order to advise and make arrangements for resolution of the disabled vehicle. Contact should be made in person, and can be accomplished by contacting the duty officer by calling 9-9-9 from any campus phone, or 937-239-6491 from any other phone.

Failure to contact Campus Safety & Security may result in the issuance of a parking ticket should the vehicle be in violation of other sections of the CUVR.

711: Pedestrian Codes

A) In accordance with ORC 4511.46, pedestrians within a crosswalk, and on the half of the roadway upon which a vehicle is operating; or if the pedestrian is approaching so closely from the other half of the road way as to be a hazard, the pedestrian maintains the right-of-way (ORC 4511.132)

HOWEVER, no pedestrian shall suddenly leave a curb or [sidewalk] and walk or run into the path of a vehicle so as to constitute a hazard.

B) In accordance with ORC 4511.48, pedestrians who are crossing a roadway at any point **OTHER THAN** a marked crosswalk or at an intersection with an unmarked crosswalk, **MUST** yield right of way to all vehicles upon the roadway.

No pedestrian shall cross a roadway intersection diagonally unless authorized by official traffic control.

This section DOES NOT relieve the operator of a vehicle from exercising due care to avoid colliding with any pedestrian upon a roadway.

C) In accordance with ORC 4511.50, wherever a sidewalk is provided and its use is practical, it is unlawful for any pedestrian to walk along and upon the adjacent roadway.

When a sidewalk is not provided nor a shoulder available, any pedestrian walking along and upon a roadway shall walk as near as practical to the outside edge of the roadway and, if a two-way road, shall only walk on the left side of the roadway.

Pedestrians who are walking along and upon a roadway are required to yield right of way to all vehicles upon the roadway.

D) Individuals found in violation of this section may be cited. Citations for violatoins of this section carry a fine of UP TO \$20, depending on the severity of the situation.

BICYCLE & SKATING REGULATIONS (CUVR 800)

800: Bicycle Registration

All bicycles on campus are to be registered with the Department of Campus Safety & Security. Registration allows Campus Safety & Security to better identify missing, stolen or confiscated bikes and return them to their owner in a more timely manner. There is no fee for registration. Individuals will be issued a permit sticker, which is to be placed on the upright post of the bike underneath the seat.

801: Bicycle Security

The Department of Campus Safety & Security, in conjunction with the Department of Student Life recommends that all bicycles be locked whenever they are left unattended.

802: Bicycle Parking, storage and confiscation

Bicycles may not be parked in building entryways (interior or exterior), hallways, stairways, doorways, roadways, handicap ramps/access areas or against railings, sign posts, light posts, etc. or in any place as to cause/create a hazardous condition.

Bicycles are to be parked and secured in the bike racks provided or in close proximity to the rack, if the rack is fully occupied.

Bicycles may be kept in student rooms, as long as they do not impede the egress in the event of an emergency evacuation. Bicycles may not be stored in lounges, mechanical rooms, electrical or utility rooms, closets or stairwells.

Bicycles which are not properly parked or stored may be confiscated by the Department of Campus Safety & Security. Bicycles which are confiscated and stored by Campus Safety & Security are subject to both fines and storage fees. Fines and fees are as follows:

- Fine for improper parking or storage \$10.00
- Fee for storage \$ 5.00/week for up to 4 weeks

Bicycles not claimed after 4 weeks are subject to disposal. Bicycles which are claimed after 4 weeks but prior to disposal will be charged an additional \$50.00 All bicycles that are either unclaimed or impounded may be disposed of 30 days after receipt.

803: Bicycle Use on Campus

Bicycles present a unique level of risk for the university environment due to the number of vehicles and pedestrians on the campus. Bikes may be ridden on sidewalks and roadways, as long as students are courteous and mindful of issues related to safety. According to state law (ORC 4501.01, 4511.52) bicycles are classified as a vehicle and are subject to regulations similar to those governing motor vehicles.

When riding on CU campus sidewalks, bicyclists must:

- Travel at safe speeds (for the conditions) at all times.
- Follow all posted traffic signs (including STOP and YIELD).
- Use proper hand signals when turning.
- Travel in the proper traffic lanes
- Maintain the bike in safe operating condition, including reflectors and operable brakes.

When riding on CU campus roadways and parking lots, bicyclists must:

- Travel at safe speeds (for the conditions) at all times.
- Follow all posted traffic signs (including STOP and YIELD).
- Use proper hand signals when turning.
- Travel in the proper traffic lanes (with the flow of traffic).
- Maintain the bike in safe operating condition, including reflectors and operable brakes.

803: Bicycle Use on Campus *con't.*

In accordance with ORC 373.07, no person shall operate a bike:

- Without due regard for the safety and rights of pedestrians, drivers and occupants of other vehicles, so as to endanger the life, limb or property of any person while in the lawful use of streets, sidewalks or any other public or private property.
- Without exercising reasonable and ordinary control over the bicycle.
- In a weaving or zig-zag course, unless such an irregular course is necessary for the safe operation of the bike in compliance with law.
- Without both hands upon the handle grips except when necessary to give the required hand or arm signals.
- At a speed greater than is reasonable and prudent under the then-existent conditions.

804: Fines for Bicycle Violations

Failure to register a bike in accordance with CUVR regulations and the Cedarville University Student Handbook may result in a ticket. Fines for bicycle registration violations are as follows:

- 1ST offense: Courtesy Warning
- 2ND offense: \$10.00 fine
- 3RD offense: Confiscation of bike and all related fines and fees.

805: In-line Skates & Scooters

In-line skates and scooters may be used on the CU campus roadways and parking lots, as long as students respect the rights and safety of others. Skaters are expected to:

- Skate in a safe and reasonable manner.
- Stay to the side of the road and face traffic
- Follow posted traffic signs
- Avoid roadways, parking lots and sidewalks in the vicinity of university events such as concerts, athletic games, hosting activities, etc., where a high volume of vehicular and pedestrian traffic may be present.

806: Skateboards

Skateboards are restricted from use on CU campus roadways. They may be used in empty parking lots or in large sections of empty lots, where parked cars and pedestrians are not present. They may be utilized as transportation along sidewalks to and from classes.

807: Skating Ramps & Related Equipment

Devices used for stunts and aerobatics, whether for skateboards, in-line skates or bicycles, are Prohibited on CU campus and property; unless prior permission is obtained through the Department of Campus Safety & Security.

808: General Prohibition

The use of bicycles, unicycles, scooters, skateboards and in-line skates is strictly prohibited in the following locations:

- Inside all campus buildings
- On entrance steps and access to all campus buildings
- On loading docks, ramps and/or steps
- Along edges of elevated curbs and sidewalks or along handrails.

809: Fines for misuse of bicycles or skating equipment

The violation of any CUVR regulation relating to biking or skating may result in one or more of the following:

- A mandatory \$20.00 fine
- The confiscation of equipment
- The charge of additional fines/fees for storage and/or registration.

PARKING LOTS (CUVR 900)

900: Parking Lot information

All parking lots are subject to closure to all students, faculty and staff as needed during special events. Closure of lots will be conveyed via the e-mail system.

Cedarville University uses a three-color parking scheme in all parking lots.

- **YELLOW** indicates “**NO PARKING**” areas, whether or not it is a fire lane.
- **BLUE** indicates **FACULTY/STAFF** parking and is in effect Monday through Friday from 7:00 am until 5:00 pm. The time limits are in effect, regardless of the time at which academic classes are finished. Faculty/staff may use **WHITE** striped spaces if designated blue spaces are filled.
- **WHITE** indicates general parking. Students are restricted to lot usage as designated in **CUVR 304** and in the following sections of this chapter.
- **VISITORS** may park in ANY space other than yellow zones.(refer to **CUVR 903**).

901: Faculty – Staff Parking

Faculty and staff parking spaces are reserved Monday through Friday from 7:00 am until 5:00 pm (refer to **CUVR 306**). Students may NOT park in faculty/staff lots (as listed below) or in spaces designated by **BLUE** striping. The lots specifically reserved for faculty/staff ONLY are:

- **Lot # 9 – the ENS lot.** This lot is located between the ENS and Milner.
- **Lot #20 – the DMC lot.** This lot is located between the DMC and the SSC. There are 6 **WHITE**- striped 30-minute quick drop spaces in the lot for resident student use. If these spaces are filled, students **MAY NOT** use other spaces in the lot.
- **Lot #21 – the rear SSC lot.** This lot is located behind the SSC opposite the loading dock. It is reserved for fac/staff 24-hours-a-day.
- **University Medical Services.** This lot is located on the Southwest corner of the Doden Field House building at the back of UMS. It is reserved for medical personnel **ONLY** Monday through Friday from 7:00 am until 5:00 pm.

902: Commuter Parking Lots

Commuter spaces are designated by **WHITE** striping. Lots designated as “**GOLD**” or commuter lots are restricted to on-campus resident students. Resident students (**BLUE permit**) may not park in these lots Monday through Friday from 7:00 am until 5:00 pm as well as overnight hours after curfew. (Su-Th from 12:00 am – 7:00 am and Fr-Sa from 1:00 am – 7:00 am). Commuter lots are:

- **Lot # 6 – the TYLER lot.** This lot is located on the South side of the Tyler building. The lot contains commuter and fac/staff parking. There is **NO** commuter parking along the West side of the building as this is all fac/staff parking.
- **Lot # 8 – the COMMUTER lot.** This lot is located between the Hill resident halls and the ENS. It is accessible from College St./The Hill parking lot. It contains commuter, fac/staff, freshman and specifically designated resident student parking.
- **Lot #10 – the TRC/CBTS lot.** This lot is on the East side of the Apple building. This lot contains commuters, fac/staff and specifically designated resident student parking.
- **Lot #22 – the SSC lot.** This lot is located at the upper level of the SSC. It is divided into fac/staff and commuter parking. In addition there are 10 spaces reserved on a 24-hour-a-day basis for visitors. These spaces are indicated by posted signs.
- **Lot #23 – the Fit-Rec lot.** This lot is located on the South side of the fitness center. It has 12 fac/staff spaces and 5 spaces specifically reserved for the UMS doctor and patients, as indicated by posted signs.
- **Lot #24 - the Doden field house lot.** This lot is located on the West side of the Doden field house, along Varsity Dr. It is a one way lot with all traffic traveling south to north.

903: Visitor & Guest Parking

Visitors and guests may park in any lot OTHER THAN resident hall lots (designated as **BLUE** lots). It is requested that visitors use white-striped spaces when available. There are certain lots and spaces that are reserved especially for visitors. These lots are:

- **Lot #20 – the DMC lot.** This lot is located between the DMC and the SSC and is reserved for fac/staff and visitors. Visitors may park in any space other than the 30-minute spaces.
- **Lot #22 - the SSC lot.** This lot is located at the upper level of the SSC. There are 15 spaces reserved specifically for visitors, in addition to any white-lined space in the lot.(refer to **CUVR 704**).
- **Lot #27 – the gravel lot.** This lot is located adjacent to Murphy hall on the West end of the SSC lot. It is generally restricted to special event parking only, but may be used for RV and trailer parking.
- **Founder’s Dr.** On the South side of Founder’s Hall there are two (2) spaces designated by posted signs.(refer to **CUVR 704**).

904: Freshman/Restricted lots

Freshman and students who have been restricted due to repeat or habitual offenses (refer to **CUVR 506**) will be assigned and restricted to specific lots.

904A: Freshman: Freshman must park in the appropriate lot as assigned (either lot #8 by the Hill, or lot #25 by the water tower.) between the hours of curfew and 5:00 pm. Freshman may not park in residential hall lots, apart from those times when they may be loading or unloading their vehicle. Freshman may utilize the 30-minute timed spaces for loading/unloading or quick trips to resident halls in order to pick up or drop off materials. They are subject to the guidelines established for the time-limited spaces. (refer to **CUVR 106 & 309**). This regulation is in effect for the entire year.

904B: Restricted: Students who have been designated as repeat or habitual offenders (**CUVR 505**) and subsequently restricted may **ONLY** park in the assigned lot whenever the vehicle is on campus. This is a 24-hour-a-day basis. The student may continue to access the vehicle for off-campus use at their discretion. Any need to park the vehicle in another location on campus must be approved by the Department of Campus Safety & Security **PRIOR** to the time needed in exception to the restriction. (refer to **CUVR 108, 511**).

905: Shared Commuter – Resident lots

Any parking lot designated as a shared commuter/resident lot (lot #8 by the Hill and lot #10 – the Apple TRC lot) may **NOT** be used by resident students **PRIOR TO 5:00 pm**. In exception to this rule are those students who reside in either the Hill or Maddox respectively. These residents, by reason of the limited parking available in the associated resident hall parking lots, may park in the aforementioned lots adjacent to or in proximity to their resident hall prior to 5:00 pm as well as overnight.

The presence of specially designated **BLUE** permits in the aforementioned lots does not provide reason for other resident students to park in these lots illegally.(refer to **CUVR 304**).

906: Full lot conditions

An “open resident hall program” has been implemented. This means that a resident of any given resident hall may park legally in the lot associated with any other resident hall (refer to **CUVR 304**). The exception to this rule is that no **MALE** students may park in **PRINTY** hall (lot #12), and no **FEMALE** students may park in **LAWLOR** hall (lot #14) The restrictions for these lots are posted.

The Commuter lot (#8) across from the Hill and the TRC lot (#10) are NOT classified as resident lots. Signs are posted in these lots.(refer to CUVR 902 & 905).

If a lot is full, under this policy, resident students may find and park in any other resident hall lot convenient to their resident hall. If a resident student discovers commuters parked in resident lots, they should notify the on-duty campus safety officer immediately.(refer to **CUVR 304**).

907: Overnight Parking

All overnight parking requires **PRIOR** approval through the Department of Campus Safety & Security. The Doden Field House lot is designated as the overnight lot and is to be used for overnight parking by those students who may be involved in (but is not limited to) Athletic teams traveling for competition, musical groups & traveling teams representing the university or field trips for classes. Overnight parking in any other lot is by special arrangement **ONLY**.