



# Pikeville College Parking Regulations

## *Department of Public Safety*

Condit Hall (Basement) • 606-218-5940 • [publicsafety.pc.edu](http://publicsafety.pc.edu)

## I. Purpose

Operating and maintaining a vehicle at Pikeville College is a privilege that entails certain responsibilities. It is the vehicle operator's responsibility to know and abide by the College's vehicle regulations as well as state and local laws. The following regulations have been established to ensure the proper maintenance, control, and use of all College parking facilities by valid parking permit holders.

## II. General Guidelines

*(Note: These guidelines are in effect 24 hours a day, 365 days a year, including all holidays.)*

### A. Vehicle Registration

Pikeville College requires that all motor vehicles parked on or off campus by students, faculty/staff, and visitors (including motorcycles and mopeds) be registered with the Department of Public Safety. To register your vehicle, you must complete a vehicle registration form located in the Public Safety office. All students, faculty/staff, and visitors must have their valid parking permit visible in their windows at all times while parking on campus. Parking on the streets surrounding the campus does not exempt students or faculty/staff from registration and the acquisition of a permit. If the permit is not visible, a citation may be issued, a wheel lock applied to the vehicle, or the vehicle towed. Failure to register a vehicle may result in loss of parking privileges for at least a semester or a \$20 fine.

### B. Parking on Campus

1. The color-coded lots are reserved 24 hours a day for VALID PERMIT HOLDERS ONLY, with the exception of a few specific reserved spaces for dorm directors, visitors, and disabled parking. These individual spaces are clearly marked with "RESERVED" signs.
2. Parking permits are issued by lot designation. Only those who hold permits color coded for a particular lot may park there.
3. Each resident hall has loading zone parking spaces that may be used by current resident students to load and unload their vehicles. Loading zones are designated for 15-minute parking only.
4. All disabled parking on upper campus is reserved 24 hours a day and is authorized ONLY with a Pikeville College issued disabled parking permit. Public disabled parking is offered in the lower Record Memorial lot and in the public parking garage adjacent to the Record Memorial building.
5. The parking lot behind Allara Library is reserved for fleet vehicles, vendor parking, and specific reserved parking for staff.
6. A valid Pikeville College permit is required to park in the lower parking lot of Record Memorial Building.

### C. Permit Guidelines

1. Permits are issued on a graded basis. Grades are as follows:
  - a. Original permit Included in comprehensive fee
  - b. Replacement of lost or stolen permit \$10 fee
2. All Pikeville College permits are color coded to their respective parking lots or status. Lots and status are as follows:
  - a. **Black** Faculty/Staff (All Pikeville College Faculty and Staff are required to obtain a permit within three days of hire date. No expiration.)
  - b. **Orange** Commuter Parking lots (One-year expiration.)
  - c. **Dark Blue** Permanent Disabled (Permanent disabled permits are issued on an application basis. Only those who hold a state issued handicap placard or license in their name qualify for a permanent disabled permit. One-year expiration.)
  - d. **Light Blue** Temporary Disabled (Temporary disabled permits may be issued for short-term parking based on qualifications and are judged on a case-by-case basis. Temporary disabled is valid for one day to six weeks.)
  - e. **Yellow** Page Hall Parking lot (One-year expiration.)
  - f. **Purple** Wickham Hall Parking lot (One-year expiration.)
  - g. **Light Green** Condit Hall Parking lot (One-year expiration.)
  - h. **Teal** Kinzer Hall Parking lot (One-year expiration.)
  - i. **Gold** Spilman Apartments Parking lot (Included in lease terms, no expiration.)
  - j. **Silver** College Square Apartments Parking lot (Included in lease terms, no expiration.)
  - k. **Red** Fleet vehicle or specialty lots (No expiration.)

3. Pikeville College resident students may only park in the lot of the residence in which they reside.
4. By receiving a permit, the person registering a vehicle agrees to abide by all Pikeville College parking regulations.

#### **D. Visitors and Temporary Registration**

1. One-hour visitor spaces should NOT be used by students during business hours (Mon.-Fri., 7:00 a.m. to 5:00 p.m.) These parking spaces are reserved for visitors who need short-term (one hour or less) parking.
2. All visitors must pick up a visitor parking pass, by registering their vehicle in the Public Safety office, to park in the visitor's lot located behind Derriana Hall.

### **III. Penalties**

#### **A. General Policies**

1. All violations are the responsibility of the person registering the vehicle.
2. Illegally parking – even for a moment – may result in a **ticket from Pikeville College Public Safety, a ticket from the City of Pikeville, a wheel lock placed on your vehicle or immediate towing** at the owner's expense.
3. After two tickets in one academic year, additional infractions may result in a wheel lock being placed on the vehicle.
4. After four tickets in one academic year, the vehicle may be towed and the operator's parking permit revoked.
5. If a vehicle is disabled, it is the responsibility of the operator to contact Public Safety PRIOR to receipt of any citation.

#### **B. List of Fines**

1. Not Visible/No Parking Decal	\$20
2. Reserved Parking/Wrong Lot	\$20
3. Visitor Only	\$20
4. Disabled Parking	\$75
5. Loading Zone	\$20
6. Fire Lane	\$40
7. Straddling Line	\$20
8. Blocking Entrance	\$20
9. Blocking Vehicle	\$20
10. Blocking Walkway	\$20
11. Overtime Parking	\$20
12. No Parking	\$20
13. Warning Only	NC

#### **C. Fines**

1. Fines are added to the account of the person registering the vehicle.
2. Parking fines must be paid with cash, check, or credit card. They may not be deducted from scholarship or grant money.
3. All fines are to be paid in the Business Office located in the Administration Building.

## **D. Towing/Immobilization**

1. Vehicles not authorized to park on Pikeville College property in the following areas will be subject to immediate towing or immobilization.
  - a. Fire lanes – 24/7
  - b. Handicap spaces – 24/7
  - c. Visitor spaces – M-F, 7:00 a.m.-5:00 p.m.
  - d. No parking areas – 24/7
  - e. Blocking walkways, entrances, or drives – 24/7
  - f. Grassy areas – 24/7
  - g. Color-coded resident lots – 24/7

*(Once the tow truck has been called towing fees will apply.)*
2. If a vehicle is towed due to accumulated tickets, the person registering the vehicle is expected to pay all fines owed to the College prior to retrieving the vehicle from the towing service, including wheel-lock fee.
3. If a vehicle is immobilized, the person registering the vehicle must pay all fines associated with said vehicle including all prior tickets and interest accrued plus a \$50 wheel-lock fee to the Business Office before the wheel lock can be removed. If the registered operator fails to have the boot removed within 24 hours, an additional fee of \$25 per day will be assessed. Public Safety must see a paid receipt to remove the wheel lock.

## **IV. Appeals**

### **A. General Guidelines**

1. Parking appeals may be made by filling out the appropriate forms in the Office of Public Safety within three days of the offense, no exceptions.
2. Appeals based on the following will not be recognized as a valid reason for appeal:
  - a. Ignorance of the regulations
  - b. Late arrival for classes, meetings, appointments, etc.
  - c. Inability to find a convenient legal parking space
  - d. Inclement weather
3. The Pikeville College Parking Appeals Committee meets twice a semester, once near midterms and again the week before finals.
4. There are five committee members:
  - a. The Director of Public Safety or his designee (Chair)
  - b. The Director of Operations or his designee
  - c. The Dean of Students or his designee
  - d. A faculty member appointed by the Vice President of Academic Affairs
  - e. The Student Government Association President or his designee
5. The committee will review appeal(s), grant, modify fines, or deny the appeal(s), and notify the subject of the decision(s).
6. Appeals are not to be considered granted or denied until written notification is received from the committee.
7. No person sitting on the committee can appeal his/her own citation. They may elect to designate someone to sit on the committee while their appeals are heard.
8. The committee's decision is final and cannot be re-appealed.