

## TSTC PARKING & TRAFFIC REGULATIONS

At Texas State Technical College (TSTC), the college police departments are available to assist you and to ensure your safety as you study or work. The purpose of these regulations is to provide for the safety and welfare of students, employees and visitors and to provide for control of traffic and parking. It is a violation to commit any act prohibited by these regulations or to fail to do any act required by these regulations.

Operating any type of vehicle on campus is regulated by the college police department and requires your cooperation with all guidelines and safe-driving practices. As a TSTC student or employee, it is your responsibility to be familiar with these regulations and abide by them at all times. Read over the regulations carefully so you will avoid traffic and parking violations during your stay on campus.

The term “vehicle” or “motor vehicle” includes all automobiles, trucks, motorcycles, motorbikes, scooters, bicycles and motor-assisted bicycles described in the [Texas Transportation Code section 541.201](#).

The operation of a motor vehicle, motorcycle or bicycle on the TSTC campus is a privilege granted by the college and is not an inherent right of any faculty/staff, student, or visitor. The privilege can be withdrawn or restricted after repeated violations of traffic and/or parking violations. The college cannot assume responsibility for vehicles parked on campus, nor personal property left inside vehicles; please lock our vehicle at all times. Violations of parking regulations are the responsibility of the person who registered the vehicle on campus or the person who is the legal owner of the vehicle.

In addition to assisting students and employees, the TSTC police departments must enforce campus policies and state laws. TSTC has the right to control vehicles on campus. Therefore, it has the right to suspend driving on campus.

All appropriate Texas criminal laws and Texas motor vehicle laws, in addition to campus regulations, are in effect on TSTC property. Adherence to all regulations is required.

To protect pedestrians and vehicles, the college police departments have the authority to enforce the regulations and the right to remove or impound any vehicle operated or parked in violation of the regulations. This includes vehicles with expired license plates or state inspection certifications. This section will also cover abandoned vehicles. The owner of an impounded vehicle will be required to pay the cost of moving, impounding and storing the vehicle.

TSTC assumes no responsibility for any vehicle parked or any duty to protect any vehicle or its contents when the vehicle is operated or parked on the campuses. No person shall park, or let stand, a motor vehicle on a campus for more than 48 hours without prior authorization. The college may deem any vehicle parked on the campus for more than 48 hours to be abandoned with the exception of vehicles left parked in the residential parking spaces by residents that display a valid housing parking permit or with prior arrangements with the TSTC Police and/or Housing Office. Abandoned vehicles may be, after notice to the owner, impounded as mentioned above.

The chiefs of police have discretionary powers to enforce a policy of traffic control on the campuses when not specifically covered by these regulations.

The regulations apply to all vehicles operated on the TSTC campuses. The term “campus” includes all property under the direction of TSTC.

### **VEHICLE REGISTRATION (Parking Permits are currently not required due to Pandemic)**

All faculty, staff and students who have motor vehicles in their possession or control for use, operation or parking on the college campus must register their vehicle with the college where required and must have a parking permit displayed on their vehicle. Faculty, staff and students at the Williamson County Campus are not required to register their vehicles with TSTC but must conform to the local parking requirements.

1. Where required, you must register your vehicle and display the permit properly within 48 hours of your initial arrival on campus to avoid a violation. An individual who is not an employee or student of TSTC, but who regularly operates a vehicle on the campus and parks in campus- provided spaces, shall register their vehicle. Parking is available throughout campus; however, space is limited. You may not always be able to park near your office or class. Finding a legal parking space is your responsibility, and lack of a space is not a valid excuse for violating parking regulations.
2. The registration year extends from September 1 through August 31. Regardless of when a vehicle is registered, the validity of the registration permit does not extend beyond August 31.
3. You may register your motor vehicle and pick up a permit at your local campus; furthermore, you may also register any of your other vehicles as duplicates, provided that all are owned by the same individual.
4. Students, faculty and staff with a properly registered vehicle may obtain a temporary permit when the registered vehicle is being serviced or cannot be used for a period of time. Temporary permits are good for a period not to exceed two weeks and may be issued as needed by the TSTC police departments. No more than two temporary permits will be issued for the same vehicle in any term.
5. Parking permits are not transferable and must be permanently affixed in their entirety to the rear windshield, right-hand side on the bottom. Parking permits may also be placed on the rear bumper on the passenger’s side. Hanging permits for windshield mirrors are available to faculty and staff only.
6. It is a violation to alter, forge or display any unauthorized permits on a motor vehicle.
7. The college honors all handicap license plates. There are numerous parking spaces reserved for those with handicapping conditions.

### **THE COLLEGE RESERVES THE RIGHT TO ENFORCE PARKING AND TRAFFIC REGULATIONS:**

- A. Through the issuance of college parking citations and the collection of administrative enforcement charges for offenses.

- B. Through the impoundment of vehicles interfering with the movement of vehicular or pedestrian traffic or blocking a sidewalk, ramp, loading dock, trash container, marked crosswalk, entrance/exit, fire lane, or aisle and through the impoundment of vehicles for unpaid charges after proper notice as provided by these regulations.
- C. By the suspension or revocation of permits.
- D. By barring readmission and withholding grades, degrees, refunds, and official transcripts of any student for non-payment of outstanding charges.
- E. By disciplinary action against employees or students who fail to abide by these regulations.
- F. By denying parking permits to those with overdue charges.
- G. By such other methods as are commonly employed by city governments or state agencies in control of traffic regulation enforcement.

#### **GENERAL TRAFFIC REGULATIONS**

- A. The speed limit on all parking lots and streets are posted, and posted limits are enforced.
- B. Passing is prohibited in crosswalks or within 50 feet of an intersection.
- C. All traffic control signs shall be observed at all times, including entrance and exit signs in parking lots.
- D. U-turns are prohibited on campus streets.
- E. Pedestrians occupying crosswalks have the right of way.
- F. All traffic signs and directives of college police officers must be followed.
- G. Grassy areas, sidewalks and service drives are not for vehicular traffic or parking except by maintenance or in emergency situations.
- H. Visitor parking is for visitors only and this will be enforced at all times.
- I. If you have special parking problems (e.g. loading/unloading, disabled vehicle) contact the college police department or security department.
- J. Cars may be towed at the owner's expense for (a) parking within 15 feet of a fire hydrant, (b) parking in a fire lane, (c) double parking or blocking another vehicle, and (d) being immobilized, abandoned, or hazardously parked.
- K. Consuming alcoholic beverages or possessing open alcoholic beverage containers in a motor vehicle on campus is prohibited.

- L. All state and local laws regarding the operation of motor vehicles must be observed.
- M. No operator of a vehicle shall drive beyond a barricaded area, or where prohibited by temporary or permanent signs and no operator shall remove such barricade or sign.
- N. All vehicles parked on campus shall properly display a valid TSTC Parking Permit.

## **GENERAL PARKING REGULATIONS**

Students and employees shall park in spaces and lots that are designated for their use. Visitor spaces are designated for people who are not employed or registered at TSTC. All students and faculty/staff are required to display a valid parking permit where required.

Vehicles must be parked within the boundaries of the space as designated. The following parking violations will result in a ticket:

- Failure to display parking permit where required.
- Parking in non-designated area.
- Parking permit not properly displayed.
- Parking on any curb.
- Parking within 15 feet of a fire hydrant.
- Parking in a “No Parking Zone.”
- Parking in service drives or access drives to parking lots.
- Obstructing traffic, street, sidewalks, marked crosswalks, driveways, trash container, or building entrance or exit.
- Parking a vehicle with any part thereof extending across a line of a parking space. Parking entirely within the marked boundaries of the parking space is required at all times. The fact that other vehicles are parked improperly shall not constitute an excuse for parking with any part of the vehicle extended beyond the marked boundaries of the parking space. .
- Unauthorized parking in reserved parking lots or spaces.
- Parking in a striped zone.
- Parking in a space marked “No Parking” or marked by a yellow curb.
- Driving or parking on seeded areas or lawns.
- Vehicles parking on the street are to be parked in the direction of the traffic flow.
- Vehicles should be within 18 inches of the curb line when parking on the street.

## **BICYCLE REGULATIONS**

All violations of campus bicycle regulations are considered traffic violations and enforcement fees may be assessed accordingly.

- A. All bicycles parked on campus must display a TSTC bicycle parking permit.

- B. Permits must be displayed on the rear vertical frame post or in a location that allows them to be clearly visible at all times.
- C. The permit must be visible and legible. Any permit that becomes illegible must be replaced.
- D. Damaged bicycle permits will be replaced at no charge. You may also obtain a bicycle registration at other campuses if you desire.
- E. Bicycles are subject to all state and local motor vehicle laws pertaining to street travel.
- F. Bicycles are to be parked in a designated area or bike rack and in a manner that does not block pedestrian paths or building emergency access and must be secured with a bike lock to prevent theft. Bike racks are located at strategic points on campus.
- G. Bicycles may not be secured to any tree, shrub or plant, stairway, walkways, or signpost.
- H. Bicycles parked in a manner that obstructs handicapped access, blocks pedestrian paths or otherwise creates a safety hazard or are secured to trees and landscaping, sign posts, fixed objects or light poles will be immobilized or impounded if considered a habitual violator.
- I. Bicycles may not be left unattended on any sidewalk, street, driveway, loading zone, fire lane, building porch, patio, or pedestrian walkway. Bicycles will be identified as abandoned if missing a major component such as pedals, handlebars, or chains, or if they have flat tires. Abandoned bicycles are subject to being impounded. Impounded bicycles will be held for 90 calendar days before disposal.
- J. Bicycle security devices (bike locks) may be removed by whatever means necessary to impound the bicycle. The college will not be liable to the owner of this device for the cost of repair or replacement.
- K. Claiming an impounded bicycle requires registering the bicycle in advance, providing proof of ownership (a sales receipt or a notarized statement of ownership providing make, model, color, and location at the time of impoundment), providing the owner's name and ID card, signing a statement of receipt for the bike , and payment of all citations and fees due for the bicycle.

## **RESTRICTIONS AND PROHIBITIONS FOR MOTOR ASSISTED SCOOTERS**

It shall be unlawful for any person to operate or ride a motor assisted scooter on any sidewalk, public street, highway or alley within the perimeters of Texas State Technical College. This does not include handicap mobility devices or devices owned by the college and used in the performance of college's business.

## **RESPONSIBILITY**

The owner or driver of a registered vehicle on campus is responsible for violation notices at the time the notice is given.

## **ADMINISTRATION**

Effective September 1, 2015, upon receipt of a parking violation notice, the responsible party should report to the cashier's office to pay the violation(s).

First offense: \$25

Second offense: \$50

Third offense: \$100

In addition to school citations, Texas law provides that tickets may be issued and cases may be filed in the City Court or the Justice of the Peace Court. All dispositions and appeals must be made to the court designated at the time and place specified on the ticket.

Students who have been identified by the college police as receiving more than three citations in one academic year (September 1 through August 31) risk the revocation of on-campus driving and parking privileges and will be referred to the Student's Rights and Responsibilities office for counseling.

Faculty and staff receiving more than three citations in one academic year also risk revocation of driving and parking privileges and will be referred to their respective supervisors. Unless appealed, students, faculty and staff who receive citations must remit payment within 10 days of the issuance date. Payments received after the 10th day will be assessed an additional \$5 late fee.

Students, faculty and staff who wish to appeal a school citation must do so within 10 business days of the issuance date. All appeals are to be filed with the Student's Rights and Responsibilities office, or the college police department on the Harlingen campus, within the 10-day period.

## **USE OF VEHICLE IMMOBILIZATION DEVICES**

The college police may utilize automobile immobilization devices (boots) as a means of parking and traffic enforcement.

## **SPEEDING**

Speeding is the primary cause of fatal accidents nationwide and is easily avoidable.

- Check your speedometer regularly, especially when leaving high-speed roads.
- Know the limits -- look for signs, especially at junctions.
- Remember, speed limits are a maximum, not a target.
- Recognize what makes you speed -- keeping up with traffic, overtaking or being tailgated, etc.
- Concentrate -- distracted drivers speed.
- Slow down when entering residential areas.
- Give yourself time. Leave early and arrive safely.

## **DISTRACTED DRIVING**

Research indicates driver distraction is a contributing factor in 25–50 percent of all crashes.

- Turn off your phone when you get in the car; texting and driving is illegal.
- Stop someplace safe (and legal) to answer incoming calls and text messages.
- Familiarize yourself with the equipment/features in your car.
- If you use a GPS, enter an address before driving and use audible turn-by-turn directions.
- If you are upset or angry, let yourself regain your focus and composure before driving.
- Don't let your pets roam freely in your car. Make sure they are properly secured before you start driving.
- Don't drive if you're tired. Make sure you get an adequate amount of sleep each night.

## **DRIVING FLOOD FACTS**

In Texas over 75 percent of flood-related drownings are vehicle-related.

- Do not drive into water-flooded areas.
- If floodwaters rise around your car, abandon the car and move to higher ground if you can do so safely. You and the vehicle can be swept away quickly.
- Eight inches of water will reach the bottom of most passenger cars, causing loss of control and possible stalling.
- 16 inches of water will float many vehicles.
- 20 inches of rushing water can carry away most vehicles, including sport utility vehicles (SUVs) and pickups.

### **TSTC POLICE DEPARTMENTS:**

#### **Harlingen Campus**

2201 Airport Drive  
Harlingen, TX 78550  
956-364-4220 (office)  
956-364-5171 (fax)  
Eduardo Patiño,  
Police Chief

#### **Sweetwater Campus**

300 Homer K. Taylor Dr.  
Sweetwater, TX 79556  
325-235-7400 (office)  
325-236-8254 (fax)  
Brock Carter, Police Chief

#### **Waco Campus**

1011 Airline Drive  
Waco, TX 76705  
254-867-3690 (office)  
254-867-3410 (fax)

Brian W. Davis, Police Chief

**In case of emergency, call 911.**