



**South Central**  
COLLEGE

# **South Central College**

## **Parking and Traffic**

### **Regulations**

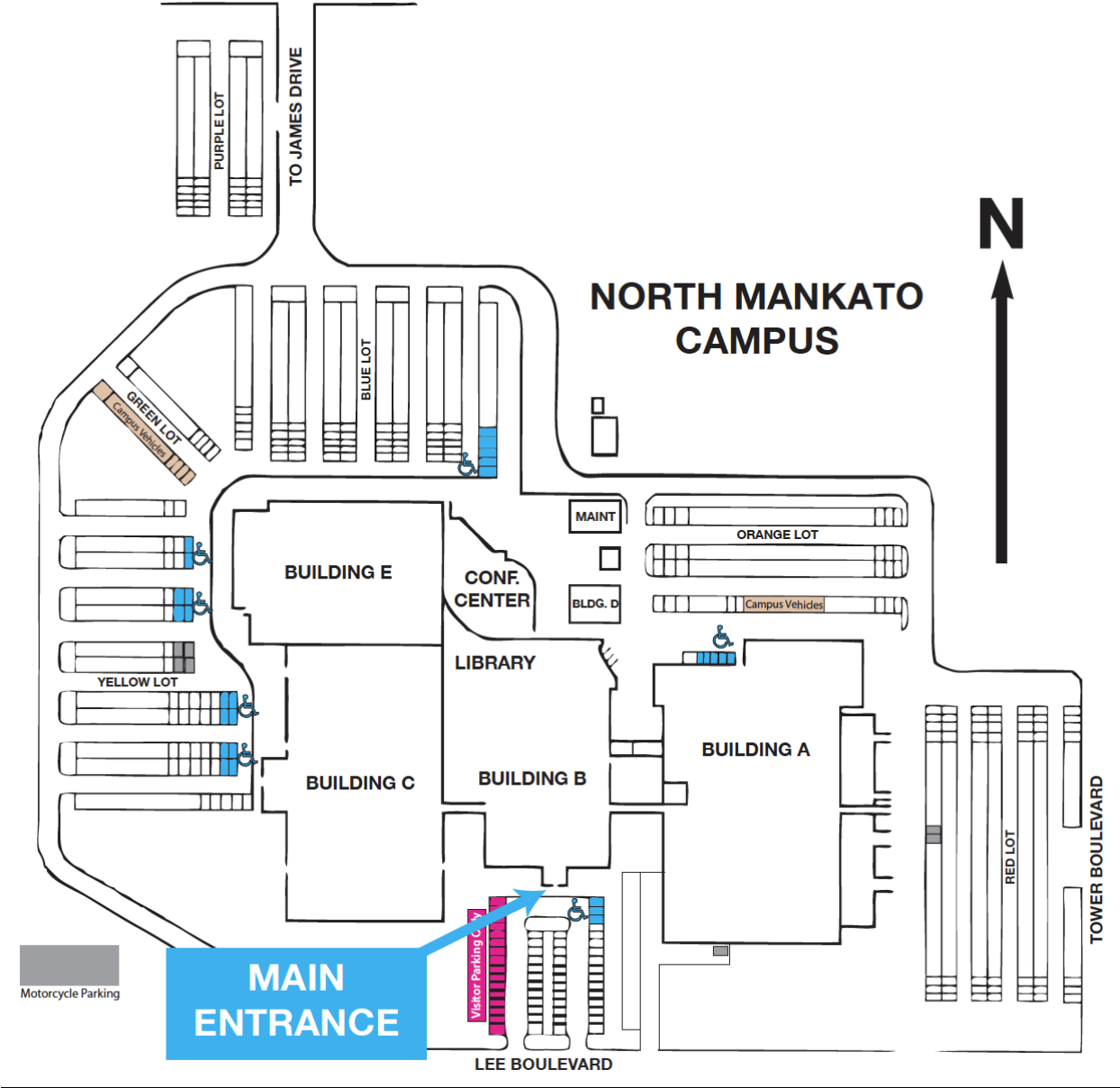


**Faribault Campus**

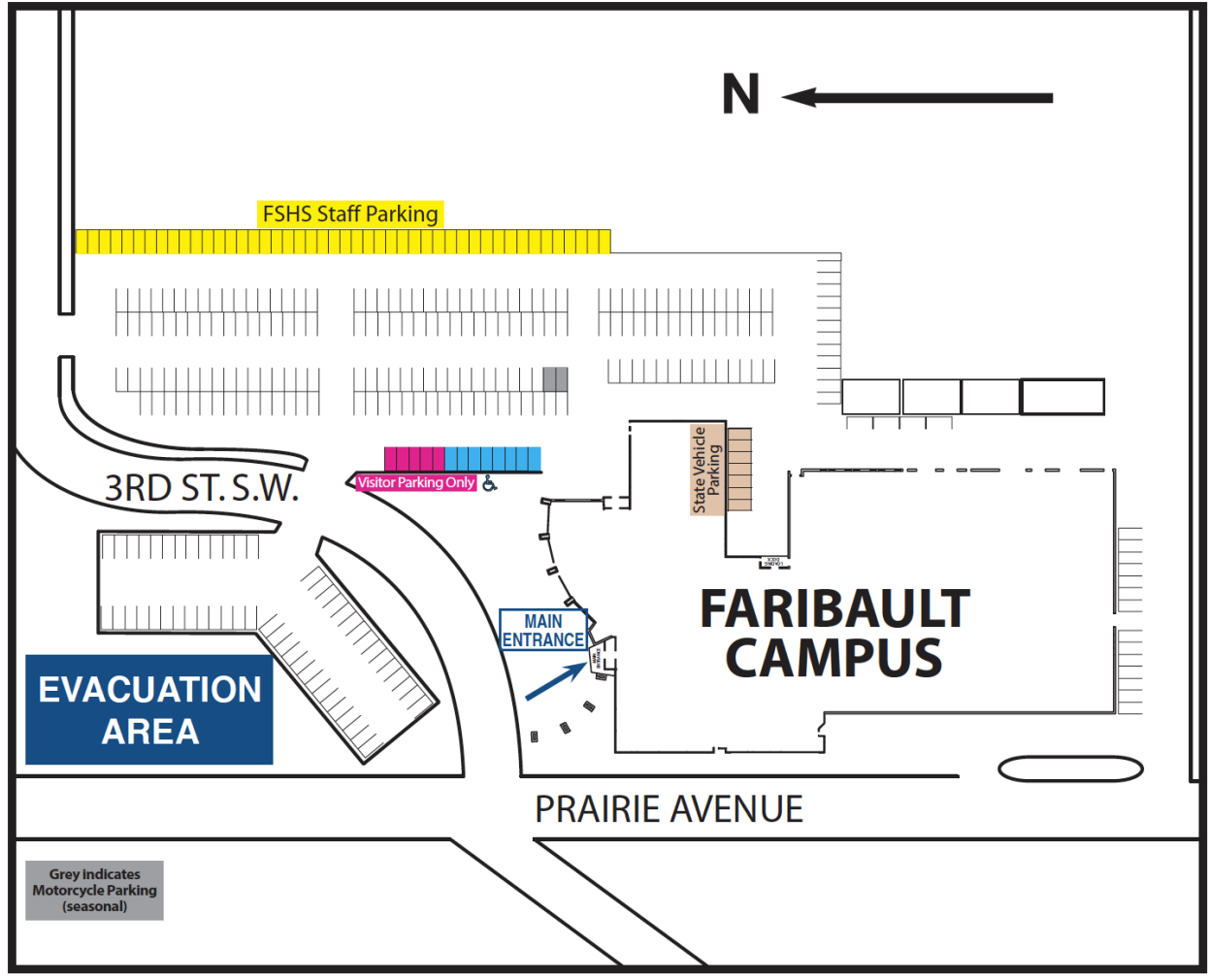


**North Mankato Campus**

# North Mankato Campus Parking Areas



# Faribault Campus Parking Areas



## **South Central College Authority to Regulate Parking and Traffic**

Authority for establishing parking & traffic regulations on State University and College campuses is granted by Minnesota Statute Chapter 136F.53 and Minnesota Statute Chapter 169.966. Minnesota State Colleges and Universities (MNSCU) procedure 5.11.1 Part 4 Mandatory fees Subpart B states that colleges and universities may collect fines and towing fees for parking violations as well as authorizes the development of a policy to change parking fees to generate revenue for parking lot construction, improvements and maintenance, and parking enforcement. The president shall determine the fees. Students shall pay an amount that is equal to or less than that paid by the institutions employees for the same type of parking.

Questions regarding parking and traffic regulations should be referred to the Security Director for South Central College. The Security Director for South Central College can be contacted at (507) 389-7412 or via email at [al.kluever@southcentral.edu](mailto:al.kluever@southcentral.edu). Regulations outlined in this guide are applicable to both the North Mankato and Faribault Campus as indicated and appropriate. Parking and driving on campus is permitted in accordance with these regulations which are designed to control movement of vehicles. Anyone operating a vehicle on campus is responsible for being familiar with and complying with all parking and traffic regulations. South Central College assumes no responsibility for care of, damage to, and/or protection of any vehicle or its contents at anytime while it is operated or parked on the campus. All vehicles should be locked when left unattended. Drivers shall observe the College parking and traffic regulations and drive safely, giving pedestrians the right of way at all times. South Central College reserves the right to ticket, immobilize and/or tow at the owner's expense any vehicle in violation of established parking regulations.

## **South Central College Parking Permits, Temporary Parking Permits, Parking Fees and Registration**

South Central College does use a parking permit system to regulate parking within parking lots on campuses. Students and employees of South Central College will be issued sequentially numbered parking permits that must be applied to vehicles while parked in college parking lots. Permits shall be clipped behind the inside rearview mirror on all vehicles. For motorcycles or scooters the permit shall be affixed to the handle bar.

Permit issuance shall be the responsibility of the Security Director or designee. Parking permits will be issued prior to the beginning of each semester as appropriate to all students and employees. Permits shall not be issued to anyone having outstanding fines until those fines are paid. Permits will be issued by college year, beginning in fall to the following fall semester.

Students and employees of South Central College will be required to provide the following information upon issuance or a permit:

- Full Name and tech ID

This information shall be provided for the distinctly numbered permit assigned each student and employee of South Central College.

Lost or stolen permits should be reported immediately to the Director of Security. A report of the incident shall be filed with the Security Director and a new permit will be issued. Cases of theft of a

parking permit will be fully investigated and anyone being found in possession of a stolen permit shall be subject to penalties of law.

Students who are currently registered will be billed for parking with the current semester fee statement for parking privileges within South Central College parking lots. Billing rate or parking fee will be approved each year by the MnSCU Board of Trustees at the same time that tuition and other fees are approved. Billing for students takes place at the beginning of each semester. Students with only online enrollment can obtain a waiver on parking fees. Employees of South Central College will be billed for parking privileges through an automatic deduction from their pay during the fall semester or have the option of paying the parking fee at the bookstore on either campus.

Persons who are not students or employees should use visitor parking that is allowed in the parking lots near the main entry point at both campuses. Visitors or others attending South Central College for limited duration events should be issued a Temporary Parking Permit. These temporary parking permits are free to those whom they are issued. These temporary parking permits can be provided at Student Services on each campus for visitors or will be issued by departments within the college as special events take place requiring the issuance of temporary parking permits. No one shall be issued a temporary permit to park in South Central College parking lots unless they have business associated with the college. Temporary permits shall be assigned a specific date of usage and will only be valid for that time period. A hard or electronic copy of the South Central College Temporary Parking Permit can be obtained from the Security Director. Delivery drivers, contract workers and others may from time to time have need to position vehicles in other portions of the parking areas, which is acceptable provided access and movement is not obstructed.

Certain large public events taking place on campus may not lend itself to the issuance of temporary parking permits. In those instances both the Security Director and Facilities Scheduling Coordinator should be notified in advance of the event so temporary parking procedures can be initiated for that specific event.

## **South Central College Parking Guidelines**

### **Stall Definition**

A legal parking stall consists of the area within painted lines on the curb, street, and/or lot, designating a single parking area.

### **Violations Missed; Uneven Enforcement Alleged**

The fact that a person parks in violation of any law, policy, or regulation and does not receive a citation does not mean that the law, policy, or regulation is no longer in effect. College parking regulations are enforced on a sporadic or random basis in parking lots as Security/Maintenance Personnel have ability to do so.

### **Emergency Flashers**

Using emergency flashers does not allow drivers to illegally park their vehicles anywhere (such as handicap stalls, fire lanes, or near yellow curbs, etc.).

### **Abandoned Vehicles**

Vehicles parked in lots more than seven calendar days may be deemed abandoned and will be ticketed and/or immobilized or towed.

### **Emergency Parking Situations**

In the event of vehicle breakdown, flat tires or severe weather, parking penalties may be waived subject to the approval of the Security Director. To obtain such short term exceptions to parking prohibitions, individuals shall immediately notify the Security Director concerning their particular emergency at 389-7412 or [al.kluever@southcentral.edu](mailto:al.kluever@southcentral.edu).

### **Handicap Parking**

In compliance with MN Statute 169.346, use of handicap parking stalls is restricted ONLY to those vehicles issued and displaying a State of Minnesota Handicapped Permit and/or bearing State of Minnesota issued handicap license plates. State of Minnesota Handicapped Permits are required to be displayed in a manner that will allow easy observation by security personnel patrolling the parking lot. Quick errands, deliveries, or drop offs are not a valid excuse for parking in or obstructing handicap stalls. It is a violation of law to use another's handicap parking privilege through certified handicap permit or handicap license plates if not certified to receive that privilege.

Handicap parking areas at South Central College are designated by Handicap Parking Signage as well as Handicap insignia or coloring painted on the pavement surface.

Campus visitors and guests may park in the handicap parking stalls if their vehicles bear state issued handicap license plates or display a State of Minnesota Handicapped Permit. Should no handicap stalls be readily available, visitors who have handicap license plates or display a State Of Minnesota Handicap Permit may park in vacant stalls in any lot. Minnesota State Law requires handicap parking stalls be enforced on a 24-hour basis, seven days a week including holiday periods. Violators of Handicap Parking stalls can be ticketed and towed or immobilized upon discovery of the violation. North Mankato and Faribault Police Departments have the ability to enforce handicapped parking as well. South Central College is committed to providing access to campus parking areas in accordance with the spirit and intent of Minnesota law and the Federal Americans with Disabilities Act.

### **Safety Related Vehicle Violation**

Any vehicle located on the campus which is in itself causing a safety hazard to property or persons may be, under the discretion of Security, removed from the campus to an off campus impound lot.

For the purpose of this policy safety hazard shall be identified as but not limited to:

- Vehicle leaking a hazardous substance i.e. – gas, oil, transmission fluid, etc.
- Vehicle horns/intruder alarms sounding so as to disturb others.
- Vehicles emitting possibly toxic fumes.

Security will make reasonable effort to locate the owner/operator so they may remove their vehicle or correct the hazard. If the owner/operator of the vehicle cannot be located, Security shall at their own

discretion make the decision to have the vehicle towed by a private vendor to an off campus impound lot. Any fines or costs related to relocation of a vehicle shall be the responsibility of the owner/operator.

### **Overnight and Weekend Parking**

South Central College prohibits overnight and weekend parking in any of the parking lots. Overnight shall be considered from 11pm to 6am weekdays and weekends shall be considered Friday 11pm to Monday 6am.

Vehicles left during these times in any of the parking lots are subject to ticketing, towing or immobilization. South Central College will not routinely subject vehicles to be ticketed, towed or immobilized during nights and weekends however, the college does have the authority to handle these vehicles during these times as necessary or appropriate for college events or activities. State of Minnesota or South Central College vehicles are exempt from this regulation.

Permission may be obtained for special circumstances forcing students or employees to leave their vehicles in any of the parking lots. This notification or permission should be forwarded to the Director of Security in advance of leaving vehicles in the parking lots unattended at these times.

### **Reserved Parking**

Areas at both campuses have been reserved for State/South Central College Vehicles. These areas are designated by signage. Although reserved parking is designated for State/South Central College Vehicles, employees of the college have the right to place their personal vehicle in a spot abandoned by a State/South Central College Vehicle they are using during the time of usage of the State/South Central College Vehicle. Employees shall not park their personal vehicles in Reserved Parking for any other reason.

### **Motorcycle, Moped and Scooter**

Particular locations are designated on both campuses for these types of motorized vehicles.

On the North Mankato Campus an area located in the yellow lot between exterior doors 8 and 9 is set aside with special metal plates to allow for stable parking. An alternate area on the North Mankato Campus is located near the red lot near exterior door #29.

On the Faribault Campus an area is designated near the northwest corner of the building.

All these areas are noted on the individual parking maps attached to these Parking Regulations.

### **Parking Lot and College Property Speed Guidance**

Speeds within the parking lots of South Central College shall not exceed 15 miles per hour. Speeds shall not exceed 25 miles per hour on all perimeter roads within the South Central College property. Speed bumps may be installed for the purpose of reducing the speeds of vehicles operating on the college property. This speed guideline may be precluded dependent upon differing activities that may be taking

place within the parking lots such as defensive driving exercises or other events requiring vehicles to proceed at speeds higher than this.

### **Ticketing/Immobilizing/Towing/Fines**

South Central College reserves the right to ticket, immobilize and/or tow at the owners' expense, for vehicles which are parked on campus in violation of any rule as established in the current Parking Regulations. Security and or Maintenance Personnel shall be charged with the responsibility of enforcing current parking regulations in any of the parking lots at South Central College. The presence of a correctly filled out and issued parking citation is considered to be prima facie evidence that a violation of parking regulations has occurred.

Tickets issued on the campuses of South Central College shall be one of two types.

- Parking Violation Warnings
- Parking Ticket/Immobilization or Towing Notice

Parking Violation Warnings require the owner/operator of a vehicle to be aware of the violation and avoid further incidents.

Parking Ticket/immobilization or Towing Notice require the owner/operator to pay a \$65 fine at the bookstore and consult with the Security Director as appropriate. Vehicles with three or more outstanding tickets for the same offense may be towed or immobilized at the discretion of Security Personnel within guidelines as currently set by the Security Director. The indicated vehicle will be immobilized or towed at the owner's expense. Immobilized vehicles shall remain auto clamped until the outstanding parking fine is paid at the bookstore and or consultation has occurred with the Security Director. Vehicles towed will be subject to impoundment until the fine has been paid and the appropriate bookstore will notify the towing company for release of the vehicle.

Generally, vehicles are subject to immobilization, towing and/or fines for the following violations:

- Illegal/Unsafe parking.
- Three or more outstanding warning citations for the same offense.
- Not moving a vehicle when snow is being removed from a lot, when lot repairs are undertaken and abandoned vehicles.

Violation Types:

- Parked in South Central College parking lot without a permit
- Parked in visitor area and not a visitor
- Parked in "no parking" zone outside of marked parking stall or parked where prohibited
- Parked in yellow curb area
- Parked inappropriately in Reserved Parking for State/South Central College vehicles
- Parked on the grass, sidewalk or boulevard
- Parked diagonally across multiple parking stalls
- Parked on perimeter roadways designated as fire lanes
- Parked in building entrance or driveway area
- Parked in Handicap parking stall without proper authority
- Parked at night or weekends
- Abandoned vehicle



- Parked in unsafe manner

### **Appeal Process**

Any person whose vehicle has been ticketed and immobilized or towed may appeal that decision through the Vice President of Operations and Finance. Should an appeal be judged in favor of the person immobilized or towed, the Vice President of Operations and Finance may require the reimbursement for an appropriate or full fine amount. Appeals will only be heard by prior arrangement with the appropriate hearing authority and decisions rendered will be final.

Administrative Team Approval: 4-4-11  
Presented to Student Senate (North Mankato): 4-11-11  
Presented to Student Senate (Faribault): 4-18-11  
Presented to Faculty/Staff: 4-18-11  
Presented to Shared Governance: 4-29-11

Revised: 09-21-17