



Parking & Traffic Regulations  
**2024-2025**

Effective July 1, 2024

Parking Services Office • Student Union, Room 140 • 605.688.PARK (7275)  
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## **PERMIT REGISTRATION AND FEES**

All motor vehicles parked on campus by students, faculty or staff are to be registered with the Parking Services Office, which can be managed via the online parking portal. This

**All Southeast Resident permit holders will be required to move vehicles on Saturdays in support of home football event parking. Email will be sent to**





and can be purchased in the Parking Services Office or online through campus affiliated parking portal. This permit does allow for use of an ADA placard.

**Load/Unload Permit**

This permit is valid for very brief durations of parking for the purpose of dropping or loading of





## **DEFINITIONS, REGULATIONS AND PROCEDURES**

### **Definitions:**

#### **Employee**

A person who works for the University with a faculty/staff appointment on a full-time, part-time, temporary, or on-call basis, as long as this employment is the individual's primary purpose on campus.

#### **Student**

Anyone, other than an employee as defined above, who is registered at or attends the University on either a part-time or full-time basis during the year including Fall, Spring, and Summer semesters.

Student employees, including graduate students, are considered students (not employees) when purchasing parking permits.

#### **Commuter**

A student or employee who drives a vehicle to campus on a regular basis but does not live or stay overnight on campus.

#### **Resident**

A student or employee who lives on campus in a residential hall, apartment, townhouse, or other such designated establishments meant to house residents overnight.

#### **Visitor/Department Guest**

Visitors/Guests are persons other than students, employees and vendors/contractors who occasionally visit SDSU for scholarly work, pleasure, conferences or business.

#### **Motor Vehicle**

Any mechanically or electronically operated device that transports persons or property used on any University controlled property or street. (i.e., automobiles, trucks, motorcycles, ATVs, mopeds, scooters, UTVs).

#### **Motorcycle**

A motorcycle is every motor vehicle with an engine size 50 CC or greater, having a seat or saddle for use of the rider, and is designed to travel on not more than three wheels in contact with the ground.

#### **Moped/Motor Scooter**

A moped/motor scooter is a vehicle with an engine size less than 50 CC that is designed to travel on not more than two wheels in contact with the ground.

#### **All-Terrain Vehicle (ATV)**

An ATV is an open vehicle having a seat or saddle for the use of the rider and is designed to travel on a minimum of four wheels in contact with the ground. All ATVs are required to park in regular parking stalls and display a parking permit. Any ATV parked in designated motorcycle parking will be issued a parking citation.

### **Utility Terrain Vehicle (UTV)**

A UTV is a small 2-6 person four (up to six)-wheel vehicle having a side-by-side seating arrangement and is designed to travel on a minimum of four wheels in contact with the ground. All UTVs are required to park in regular parking stalls and display a parking permit. Any UTV parked in designated motorcycle parking will be issued a parking citation.

### **Owner/Driver**

The owner is the person whose name a vehicle is registered to with the Parking Services Office or is registered as the owner under law is responsible for any fees that may occur. The person who is operating the motor vehicle is classified as the driver.

### **Accountability/Responsibility**

When it is determined that a university employee or student has the same address or last name as the registered owner of a vehicle with outstanding citations, a review will be performed to determine who is the responsible party. Based upon information obtained from the University and the Department of Motor Vehicles, the affiliated employee or student may be held responsible for those citations, rather than the registered owner.

### **Parking Stall**

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

### **Park & Pay using Mobile Pay**

Designated parking spaces on campus used for non-extendable 60-minute blocks of parking time.

### **Parking Citation Warning**

A warning can be issued to a person for violating any of the parking regulations. Warnings give notice that a violation was committed and do not result in a fine. Warning notices are given at the discretion of the officer.

### **Persistent Violators**

Persistent violators may have all on-campus parking privileges revoked and/or be reported to the University's Student Affairs office in acting contrary to student conduct code.

### **Mandatory Excessive Violation Relocation**

A campus parker that receives their 9<sup>th</sup> violation in an academic year which will result in relocation to lot 170 for the remainder of the school year.

## **PARKING REGULATIONS AND PROCEDURES**

### **Stall Coverage**

The parking permit shall correspond with the permit sign posted on the entrance to parking lots. The standard is one vehicle per parking stall.

### **Permit Identification**

The University employs the use of license plate recognition enforcement software. Through this technology, parking on campus is monitored through a camera attached to the Parking patrol vehicle that scans license plates and compares them to our virtual permit database. It is the permit holder's responsibility to ensure that license plate information is accurate, up to date and visible to the enforcement camera in order to avoid a citation.

### **Motorcycle, Moped, Scooter, UTV and ATV Permit Placement**

Permits are to be placed on a visible area on the vehicle. Covers should be adjusted to avoid concealing the permit. ATVs and UTVs are to display a motor vehicle permit on the front of the vehicle in a secure manner.

Motorcycles, mopeds, scooters, dirt bikes, motorized bikes, and mini bikes utilizing a Commuter, Reserved, or Resident permit are allowed to park in either designated motorcycle/moped parking areas or within a parking stall that correlates with the parking permit.

Reasonable judgment is to be used when considering adequate parking space in signed motorcycle spaces that allow for more than one motorcycle to be parked at single time. No part of the motorcycle can be parked outside of marked boundaries without risk of citation. It is at the driver's risk to park in crowded motorcycle designated stalls that would allow for persons to move or nudge other motorcycles outside of marked boundaries.

Motorcycles, mopeds, scooters, dirt bikes, and motorized bikes may not park at or near bicycle racks or locked to any object on campus. Improperly parked or abandoned mopeds/scooters are subject to relocation, towing or impounding.

During winter months of Nov-March, motorcycle designated stalls may be used for purposes of snow storage. For this reason, motor vehicles are not allowed to park in signed motorcycle parking unless the sign is bagged/covered. If a motor vehicle is found parked in a signed motorcycle parking stall, it will be subject to citation.

### **All-Terrain Vehicle (ATV) & Utility Terrain Vehicle (UTV) Parking**

ATVs and UTVs are only allowed to park in lots that correlate with the parking permit that is displayed on the vehicle. They are to park within regular vehicle parking stalls.

ATVs or UTVs parked in motorcycle parking areas will receive citations and/or towed at the owner's expense.

### **Multiple/Substitute Vehicles**

In the case that a permit holder owns multiple vehicles and/or uses a substitute vehicle, the permit holder **ONLY**, is responsible for updating the vehicle information or adding/removing vehicles in their online parking account. Individuals need to be certain all vehicle license plate information is correct within their online parking account. Incorrect vehicle information will result in citations. Your online parking account allows you to register up to four vehicles, but **ONLY ONE** vehicle per permit is allowed on campus at a time. Multiple vehicles found parked on campus at one time utilizing one permit will result in fines. Fines can be paid online through permit holders parking portal 24/7. Customers using a loaner vehicle must notify Parking Services and/or add the loaner vehicle to their parking account and permit.

### **Permit Responsibilities**

All parking citations will be assessed to the owner of the parking permit with the understanding that any citation follows the permit, not the vehicle or individual. Permit holders are responsible for maintaining accurate and up-to-date vehicle information, as well citt

When utilizing a personal vehicle for work related purposes, individuals are still expected to park according to their personal permit type. Using a personal vehicle for work related purposes is not justification for illegal parking.

**License Plate Responsibility**

Permit holders are responsible for maintaining accurate and up-to-date vehicle information.















Rates for the 2024/2025 Academic Year are first thirty (30) minutes are free, then \$1.50 per hour up to a max of \$12 per day. The lot is free after 4:00pm until 2:00am Monday – Friday and 5:00am – 2:00am Saturday and Sunday.

## **PARKING DEVELOPMENT, PLANNING, AND RECOMMENDATIONS**

The Parking Services Office was created to meet the parking needs of students, faculty, and staff in the fairest, most convenient manner. Parking Services is committed to the values of communication, quality service, fairness, and understanding to timely and efficiently provide students, faculty, and staff with guidance and assistance regarding all parking needs. The Parking Services Office is charged with the creation of the rules and regulations, lot designations, parking policies and procedures, and creation and distribution of all parking permits and handouts.

The Parking and Traffic Committee exists to make recommendations to the Vice President of Finance and Administration of all parking traffic regulations and penalties and fee/vehicle registration charges. They also review budgets and recommend parking lot construction and repair priority lists. The Committee serves as a judiciary body to review appeal of citations for violation of the rules. Their responsibilities include providing input and commentary on campus parking facilities, operations, rules and policies; motor vehicle, bicycle and pedestrian traffic, and input on the Campus Master Parking Plan.