

# Police Department Traffic and Parking Regulations

## Responsibility

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

## Administration

Upon receipt of a parking violation notice or a moving violation, the responsible party should report to Student Accounting where the amount will be established according to prior violations.

First Offense	\$10	All Moving Violations	\$35
Second Offense	\$20	Handicapped Violations	\$50
Third Offense	\$30		

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

Students who have been identified by the Police Department as receiving more than three citations in one academic year (Sept. 1-Aug. 31) risk the revocation of on-campus driving and parking privileges and will be referred to the Student Development division for counseling. An employee 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 and employees 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 and employees who wish to appeal a citation must do so within 10 business days of the issuance date. All appeals are to be filed with the Police Department within the 10-day period.

## Use of Vehicle Immobilization Devices

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

## Campus Vehicle Permits

**Student:** Permits are not required for students

**Faculty and Staff:** Permits are required for faculty and staff at no cost.



The Police Department is located at 1101 Airline Drive

Texas State Technical College in Waco  
Police Department  
3801 Campus Drive  
Waco, TX 76705

254-867-3690 • 254-867-3983

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Equal opportunity shall be afforded within the Texas State Technical College to all employees and applicants for admission or employment regardless of race, color, gender, religion, national origin, age or disability. TSTC will make reasonable accommodations for persons with disabilities.



## Welcome to Texas State Technical College in Waco!

**The Police Department is here to assist you and to ensure your safety as you study or work.**

Since you will be operating a vehicle on campus, we have provided the following traffic and parking regulation guidelines for your information. 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 at our campus.

In addition to assisting students and employees, the Police Department must enforce and regulate campus laws and policies. Texas State Technical College Waco has the right to control vehicles on campus. Therefore, we have the right to suspend driving on campus.

The term "vehicle" or "motor vehicle" includes all automobiles, trucks, motorcycles, motorbikes, scooters, and motor-assisted bicycles.

All appropriate Texas Criminal Laws and Texas Motor Vehicle Laws, in addition to the campus regulations, are in effect on TSTC property. Strict adherence to all regulations is required.

To protect pedestrians and vehicles, the Police Department has 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 certification. 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.

The Chief of Police has discretionary powers to enforce a policy of traffic control on the campus when not specifically covered by these regulations.

The regulations apply to all vehicles operated on the campus of Texas State Technical College in Waco. The term "campus" includes all property under the direction of TSTC in Waco.

## Restrictions and Prohibitions for Motor Assisted Scooters

### Prohibitions of Use.

It shall be unlawful for any person to operate or ride a motor assisted scooter (excluding handicap mobile device) on any Public Street or highway or alley within the perimeters of Texas State Technical College Waco.

**"Motor assisted scooter"** shall have the meaning as it exists or may be amended, and includes any self-propelled device with at least two (2) wheels in contact with the ground during operation, a braking system capable of stopping the device under typical operating conditions, a gas or electric powered motor fifty (50) cubic centimeters or less, a deck or seat designed to allow a person to stand or sit while operating the device, and the ability to be propelled by human power alone. This definition is to include others commonly referred to as "pocket rockets" and/or "pocket bikes."

**"Public Street"** means the width between the boundary lines of a publicly maintained way any part of which that is open to the public for vehicular travel.

**"Alley"** means a street that is not used primarily for through traffic and provides access to rear entrances of buildings or lots along a street.

A person commits an offense, campus citation only, if he/she operates such a vehicle on a public street or alley. The offense is punishable by a fine not to exceed \$35.

### Stop, Look and Listen!

The maximum allowable speeds are posted, with an enforced 20 mph speed limit in family housing. When posted, slower speeds must be observed. Passing is not authorized on campus. You must treat stop signs on campus as any other, and make note of the yield signs at busy intersections. U-turns are prohibited on campus streets.

## Parking

The college provides reserved employee spaces in designated areas as well as spaces for visitors.

Undesignated parking across campus is open to anyone.

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

- Parking in visitors designated parking spaces
- Employee 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
- Vehicles backed, or appearing to be backed into parking spaces, with the exception of emergency vehicles and/or motorcycles
- Obstructing traffic, street, sidewalk, crosswalk, driveway, trash container, or building entrance or exit
- Parking a vehicle with any part thereof extending across a line
- Unauthorized parking in reserved parking lots
- Parking in a striped zone
- Parking in a space marked "no parking" or marked by a yellow curb
- Driving or parking on seeded area or lawn
- Vehicles parked on the street are to be parked in the direction of the traffic flow
- When parked on the street, vehicles should be within 18" of the curb line

No vehicle shall be operated or parked on airport runways, taxiways, ramps, or other flight-line areas of the airport unless such vehicle operation has been approved by the airport manager.

