

ABAC



PARKING REGULATIONS



ABRAHAM BALDWIN
AGRICULTURAL
COLLEGE

Check out the ABAC Police

website at

<http://www.abac.edu/police>

(229) 391-5060

The ABAC Police Department is located in Evans Hall behind the J. Lamar Branch Student Center. The phone number is (229) 391-5060. Normal business hours are Monday-Thursday 8:00 a.m. - 5:30 p.m., Friday 8:00 a.m. - 3:00 p.m.

PARKING

The campus has ample parking spaces for students, faculty, staff and visitors. It is the responsibility of all members of the campus community to acquaint themselves with the rules and regulations regarding parking on the Abraham Baldwin Agricultural College (ABAC) campus. The ABAC Police Department regulates traffic and parking on this campus pursuant to Georgia law 20-3-21.

General Guidelines

- A. The college reserves the right to refuse, restrict, or revoke the privilege of having a motor vehicle on College property. ABAC is state property. Uniform rules of the road (OCGA Title 40) are applicable, as well as the appropriate rules and regulations of the Board of Regents. **The College reserves the right to remove, at the owner's expense, or to lock down with an immobilization device any vehicle that is illegally parked, abandoned, or determined to be a hazard by ABAC Police.** The registrant of a vehicle is legally responsible for the safe and proper use of said vehicle while on the campus. Parking regulations are enforced through school breaks.
- B. FACULTY/STAFF parking areas are identified and clearly marked throughout the campus. All privately owned vehicles belonging to Faculty/Staff will be parked in an authorized parking space or area designated for Faculty/Staff.
- C. ABAC does not assume any liability resulting from damage to a registrant's or visitor's vehicle, nor of damage resulting from a registrant's or visitor's vehicle. ABAC Police is the primary agency responsible for law enforcement and traffic/parking management on the ABAC campus.
- D. The driver of any vehicle that becomes involved in an accident on campus will stop his or her vehicle and contact ABAC Police at (229) 391-5060. The driver will remain on the scene until the accident investigation is completed.
- E. The speed limit in all parking lots is 10 MPH. Speed limits on roadways are posted.
- F. All privately owned two and three wheeled motorized vehicles are subject to the provisions of the parking services regulations.
- G. Student workers of all types are considered students as far as parking regulations are concerned.

Registration of Vehicles

- H. Motorcycle parking is available in designated spaces around the campus as well as any open space associated with your parking decal.
- I. All motor vehicles that are to be parked on campus by students, faculty, and staff must be registered with ABAC Police and display a current parking decal by the end of the first week of each semester. The only exception: See #2 under student parking.
- J. In the event a Student or Faculty/Staff member drives another vehicle that is not registered they must apply for a temporary parking permit. These permits are free and can be picked up at the police department in Evans Hall.
- K. Parking registration applications are available online @ www.abac.edu/police (click on parking decal signup form). Once registration is completed a receipt should be printed out and returned to the ABAC Police Department and a decal will be issued.
- L. Parking Fees:
 - 1. Parking fees are paid with tuition. Parking fees are for the period beginning August 1st of the fall semester through July 31st of the following summer semester. Parking decals have an expiration date printed on them.
 - 2. Student Parking Fees: \$30 per semester paid with tuition (multiple vehicles may be registered at no additional fee).

3. Faculty and Staff parking permits are free of charge. Three-year decals are issued to college employees with the expiration date on the decal. Faculty and Staff will not need another decal until the expiration date unless a different vehicle is driven to campus.
 4. Faculty and Staff parking spaces are reserved for Faculty and Staff only. Faculty and Staff parking spaces are reserved from **7 a.m. to 5:30 p.m. Monday - Thursday and 7 a.m. to 3 p.m. Friday**.
 5. Faculty and Staff parking spaces are for Faculty and Staff only. These spaces are not to be utilized by anyone else. Faculty and Staff are to utilize Faculty/Staff spaces only and not park in unauthorized spaces. Employees are expected to set the example for students.
- M. Current parking decals must be clearly visible and displayed on the rear bumper or on the outside of the rear window on the driver's side. Parking decals allow the registered vehicle to park only in designated parking areas. Vehicles may only park in actual parking spaces. Permits are not transferable from one vehicle to another or from one registrant to another. In the event that a vehicle is transferred out of the registrant's name or control, it is the responsibility of the registrant to remove the decal and return it to the ABAC Police Department in order to replace the decal. If a registrant needs to use another vehicle on campus for a short time, temporary permits are available from the ABAC Police Department during normal business hours.
- N. Each person is responsible for the permit issued and for any infractions that result from the misuse of the decal. When a registrant realizes that the decal is stolen or lost, a report must be filed with ABAC Police.
- O. Vehicles are not to be pulled through or backed into parking spaces at any time. **Vehicles found parking in this manner will be ticketed for improper parking.**

Tickets received for parking infractions through the practice of loaning/borrowing of vehicles will ultimately be the responsibility of the student to whom the vehicle/decal is registered.

Parking Regulations

P. Student Parking

1. Parking areas are designated as Student or Faculty/Staff. Students are not permitted to park in the Faculty/Staff parking areas except between 5:30 p.m. and 7:00 a.m. (Restricted parking areas are Handicapped, Loading zones, Fire lanes, Red/Yellow curbing, ABAC Police, and Visitor spaces.)
2. Students with **ONLY EVENING CLASSES** are not required to register vehicles with ABAC Police. However, all the rules and regulations for parking do apply. If the student is on campus at any time during the day prior to 5:30 p.m., a permit is required.
3. Handicapped students may park in marked Handicapped parking spaces after obtaining a Handicapped Permit from your local tag office.
4. **Students are not permitted to park in Visitor spaces during business hours.**
5. **Student vehicles will not be parked or driven on sidewalks, walkways, grass or on the maintenance driveways at ANY TIME.**
6. Students living at **ABAC Lakeside** will be issued a designated decal for that housing facility. **ABAC Lakeside residents must park at ABAC Lakeside. The ABAC Lakeside parking lot will be restricted to ABAC Lakeside Residents only.** During normal business hours (7:00 a.m. - 5:30 p.m. Monday - Thursday and 7 a.m. - 3 p.m. Friday), ABAC Lakeside residents will not be allowed to park in any other parking areas on campus except 15 minute zones to conduct business or in Handicapped spaces if they have the proper state issued permit.

7. Students living at **ABAC Place** will be issued a designated decal for that housing facility. **ABAC Place residents must park in one of the following marked lots: South Lot, Stallion Lot, Soccer Lot, Red Hill Lot, Baseball Lot, Town Hall Lot, ABAC Place North, South (Premier Lot-Eligible Only), West & East Lots.** ABAC Place residents are restricted from parking in the North Lot, Lakeside Lot or any Faculty/Staff Lot during normal business hours of 7:00 am-5:30 pm Monday-Thursday or 7:00 am-3:00 pm Friday. ABAC Place residents will be allowed to park in 15 minute zones to conduct business or in handicapped spaces if they have the proper state issued permit.
8. Premier Parking is located in the lot on the south end of the ABAC Place Apartments, Building 200. Premier Parking is for those students who register and receive a Premier Parking decal through housing in addition to the ABAC Place parking decal. Premier parking will be enforced 24 hours a day, 7 days a week.
9. **Commuter students** will be issued a designated decal for students who live off campus. **Commuter students must park in the following marked lots: North Lot, South Lot, Red Hill Lot or Baseball Lot.** Commuter students will be restricted from parking in the Lakeside Lot, ABAC Place North, South, West & East Lots, Stallion Lot, Soccer Lot, Town Hall Lot, or any lot marked for faculty/staff during normal business hours of 7:00am-5:30pm Monday-Thursday or 7:00 am-3:00 pm Friday. ABAC Commuter students will be allowed to park in 15 minute zones to conduct business or in handicapped spaces if they have the proper state issued permit.
10. Students living at **Comer Hall** will be issued a designated decal for that housing facility. **Comer Hall residents must park in the upper corner section of the South Lot by Campus Road marked for Comer Hall residents or commuter section of the South Lot.** Comer Hall residents are restricted from parking in any other parking lot during normal business hours of 7:00 am-5:30 pm Monday-Thursday or 7:00 am-3:00 pm Friday. Comer hall residents will be allowed to park in 15 minute zones to conduct business or in handicapped spaces if they have the proper state issued permit.
11. Students may park in any available parking lot **after** normal business hours of 7:00 am-5:30 pm Monday through Thursday and 7:00 am-3:00 pm Friday. Excluding ABAC Place Premier parking area.

Q. Student Parking Tickets

1. Students receiving a parking violation will pay the fine at the cashier's desk at the Student Center, Second Floor, between the hours of 8:45 a.m. and 4:00 p.m. Monday-Thursday and 8:45 a.m. and 12:30 p.m. Friday. The ticket must be presented in order to pay the fine. If the ticket is lost the student may pick up a copy of the ticket at the ABAC Police Department located in Evans Hall.
2. Students receiving a parking violation have the right of appeal (appealable violations) for 7 calendar days. Appeals can be made at the ABAC Police Department or at www.abac.edu/police. If an appeal has not been completed within this time the student forfeits his or her right to appeal, and the ticket stands.

If a student receives a ticket and has extenuating circumstances or there is a bonafide mistake with the ticket, the student can take the matter up with the Chief of ABAC Police or his designee. The Chief or his designee will either void the ticket or instruct the student to appeal the ticket.

After a student submits their appeal the Student Traffic Court will hear the case. Traffic court meets on Thursdays with exception of school holidays. Students will not need to attend traffic court. Students will be notified by the traffic court at the conclusion of the court session within 24 hours if their appeal has been granted or denied.

Students are not allowed to appeal tickets for parking in Faculty/Staff spaces, handicap spaces or fire zones.

Students can determine the status of written appeals by logging onto the parking portal.

The ruling of the Traffic Court is final and binding. If a student wishes to dispute a Traffic Court decision the student will have five days from the date of the Traffic Court hearing to appeal the decision with the Student Conduct board in writing. The second appeal is not designed to simply rehear the same evidence and arguments. The student must show that the treatment of the case by the Traffic Court was either a violation of due process and/or student rights, or that prejudicial treatment was shown by the original hearing body. The appeal must be submitted in writing to the Office of Student Affairs during the five day period. If the Student Conduct Board finds merit in the appeal, they can agree to hear the case. If the Student Conduct Board agrees to hear the appeal, their decision is final. The decision of the Traffic Court stands if the student fails to submit the written appeal within the allotted time or if the Student Conduct Board refuses to hear the appeal. There is NO appeal beyond the Student Conduct Board. For further information students can refer to the Student Code of Conduct.

3. If a student receives multiple parking violations, ABAC Police reserves the right to restrict a student's campus parking privileges. After being informed of parking restrictions, a student may not park his or her vehicle on campus or in a parking area specified. The vehicle may be immobilized on site or towed away at the owner's expense.
4. Any student whose vehicle receives 4 (four) or more parking tickets is subject to having the vehicle being either immobilized on site or towed, at the student's expense.
5. There will be NO PAYMENT PLAN for students who have accumulated multiple parking tickets. If your vehicle is immobilized on site or towed, all fines accumulated before and after immobilization must be paid prior to the vehicle being released.
6. **If your vehicle is immobilized on site and it is determined that the boot has been tampered with in an attempt to remove or alter the boot, your vehicle will be towed. If the boot is damaged you will be charged criminally.**
7. Students that fail to settle debts with the college relative to parking violations will have their student accounts blocked which will result in their inability to receive grades, graduate, or have transcripts sent to other colleges and universities until the debt is paid.

R. Faculty/Staff Parking

1. Faculty and Staff parking spaces are designated by F/S, staff or employee parking painted at the rear of the parking space or on the curbing. **(The primary parking areas for faculty and staff are in front of Weltner Hall, the lot north of the Dining Hall, behind the Health Sciences Building, and the commuter section of the South Lot. Several campus facilities have designated F/S parking areas).** Faculty and Staff are to park only in spaces designated for faculty and staff unless they possess a valid Handicapped permit.
2. Faculty/Staff vehicles are not allowed to park on the grass, sidewalk, driveways, ramps, student spaces, loading spaces, visitor spaces, or any other non parking areas.
3. **Faculty/Staff are expected to set the example for students and visitors and shall follow the appropriate rules and regulations regarding traffic and parking that are found elsewhere in the ABAC Parking Regulations Handbook.**

S. Faculty and Staff Parking Tickets

1. Faculty and Staff members receiving a parking violation will pay the fine at the cashier's desk in the Student Center, Second Floor, Cashier's Office. The ticket must be presented in order to pay the fine.
2. When a Faculty or Staff member receives a parking violation, he or she has 7 calendar days from the date of the ticket to pay the fine or to appeal. Failure to do so will result in a copy of the ticket being sent to their supervisor.

3. Faculty/Staff desiring to appeal a parking violation may do so by writing a memorandum to the Chief of ABAC Police outlining the basis of the appeal. The ticket, along with the written appeal, should be sent to the attention of the Chief of ABAC Police. In order for the appeal to be considered, it must be received by the ABAC Police Department within 7 calendar days of the parking violation date. All appeals will receive a written response.
4. It is the responsibility of the Chief of ABAC Police to report the status of unpaid Faculty and Staff parking violations to the Vice President for Finance and Operations and the appropriate department head. Employees will be notified at the end of each semester if they have any outstanding parking citations.

Parking Violation Fine Schedule

1. Failure to display current parking permit.....	\$30
2. Student vehicle parking in a Faculty/Staff zone.....	\$50
3. Improper parking	\$30
4. Parking beyond limit in time zone.	\$25
5. Parking in unauthorized area (grass, sidewalk, out of zone)	\$40
6. Parking in “Handicap” space without permit.....	\$100
7. Parking in designated fire lane or zone	\$100
8. Parking in a visitor space.....	\$30
9. Immobilization fee	\$40
10. Improper Display of parking permit.....	\$30

To view the Clery Act document and Abraham Baldwin Agricultural College crime statistics, visit our website at

<http://abac.edu/police>

Revised: 6/8/17

PHONE NUMBERS

ABAC Police
NON EMERGENCY LINE - 391-5060

Health Services391-5030

Student Activities.....391-5140

Student Affairs391-5130

Financial Aid.....391-4910

Admissions.....391-5004

**For Emergencies:
Dial 911 or 9-911
if dialing from a campus line**



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