

## **Parking Regulations**

The Occupational Safety and Health Act (OSHA), Nashville Fire Protection Laws and insurance regulations as well as general safety precautions make parking and traffic control on campus a necessity. Written regulations and appropriate signage are established to facilitate traffic flow, control parking and protect fire lanes and unloading areas as are designated. Regulations and procedures have been developed for using a motor vehicle on campus. Details are furnished here on the Public Safety Web Site and later in a printed brochure and both student and employee handbooks.. If you have any questions, please contact the Public Safety office at (615-329-8777)

**Registration of Motor Vehicles.** All members of the Fisk University community who park on campus are required to register their vehicles with the Public Safety Department and display a current registration permit, if they plan on either driving or parking on campus property. If a member of the Fisk University community drives a vehicle on campus, it must be registered with either a permanent or temporary registration decal. Registration decals will be distributed at the time of registration/validation in person and in the Public Safety office. Students who will not be using a vehicle on campus and/or plan to park off campus should also complete the appropriate portion of the same form and return it to the Public Safety Office. Faculty and Staff should register their vehicles through the Auxiliary Services Office located in Carnegie Hall. Persons choosing not to register their vehicles for campus parking must still abide by all "off campus" parking regulations as listed below.

**Registration Decals.** Decals indicate registration information and specified parking areas. They must be properly affixed to the lower left, inside driver's side front windshield or if it is the hang down version, hang from the rear view mirror.

**Handicap Parking** (to include temporary handicap). Vehicles parked in handicap spaces must display proper handicap placard or license information. The Nashville Police Department and Public Safety can also cite violations with fines of \$50 to \$100. If a "temporary" handicap need arises for students, petition must be made to the appropriate Department Chairperson and Director of Public Safety.

## **Vehicle Use On Campus**

- **Entering Campus.** If a Public Safety officer is on duty at any entrance onto the campus to control traffic for an event or otherwise direct the flow of traffic, drivers must stop or slow down enough to be acknowledged and identified before continuing.
- **Moving Vehicle Regulations.** The maximum speed limit on College property is 15 mph (Except for Jackson St at 17<sup>th</sup> Ave (posted speed is limit). Vehicle operators must have their vehicles under control at all times regardless of their speed to avoid collision or endangering others' well-being. Vehicle operators who fail to control their vehicle, who endanger others' well-being, or who have the potential to endanger others while operating a vehicle are subject to being held accountable for reckless driving.  
Driving under the influence of drugs/alcohol on campus is strictly prohibited and will be prosecuted with police involvement.  
Driving is permitted only on designated, surfaced drives. No vehicles are allowed on grass, lawns or fields without special permission. This includes parking on grass, lawns or fields.

- **No Parking Areas.** Off ramps, such as those behind Spence Hall, between Spence Hall and Shane on Meharry St. provide access to buildings for fire fighting equipment and must remain open. Additionally, off ramps provide routes of egress to open areas from many of the campus buildings in case of fire and must be kept free of parked vehicles. If a space is not marked as a parking space, it is considered a violation to park in the space and will be cited as such.
- **Fire Lanes.** Fire lanes are currently designated as all roads throughout the campus. Persons who park in these areas are not only in violation of Fisk University parking regulations, but of the City of Nashville Ordinances as well. Violators' vehicles will be towed by the City of Nashville in addition to a citation from the Nashville Police Department and Fisk University. Fisk University Public Safety may also tow and cite violators' vehicles.
- **Illegal Parking.** All legal parking areas within College property are clearly indicated both on site and in publications. Parking in areas other than those properly lined as parking spaces is a violation and will be cited. Parking along curbs, unless clearly marked as a parking space or unless otherwise authorized is strictly prohibited (except on public roadways where appropriately marked) Visitor parking is considered "reserved" twenty-four hours per day, seven days a week. Areas designated as visitor parking are strictly reserved for visitors to the campus only. Unauthorized parking will be cited and vehicle may be towed.
- **Reserved,** signed Parking spaces are premium paid slots and any car parked in a reserved spot will be towed at the owner's expense.

**Off Campus Parking.** While parking on campus is recommended, those who choose to park on streets near Fisk University should be aware of restrictions imposed by both the City of Nashville and also those regulations held by Fisk University College. All persons are expected to comply with the below "off campus" parking regulations. City of Nashville parking restrictions are so marked.

**Temporary Parking Locations.** Temporary parking for loading and unloading has been designated. These areas are for the specific use of loading and unloading and authorized for fifteen (15) minute periods only and further for loading and unloading only. Use of these areas for any other reason is strictly prohibited.

**Obstructing Traffic Charges.** If a vehicle is parked in such a way whereby two vehicles cannot pass abreast of each other safely because of the parked vehicle, it will be cited for obstructing traffic.

**Use of Emergency Flashers.** Use of emergency flashers **does not justify** parking in violation of regulations and is not an appropriate cause for appeal. Use of flashers does not legitimize a violation of parking regulations. Time elapsed is not an element of a violation. Violating a parking regulation "for only two minutes to run inside" is not a defense for the violation.

**Penalties.** Fines assessed for traffic and parking violations are indicated on the citation. Payment of the fine is required within ten (10) calendar days of the date of issue regardless of intentions to appeal. If payment is not made for a citation (regardless of pending appeal) a hold will be placed on the student's account. If an appeal results in a voided citation, the cashier's office will issue a refund or credit the account of the student. If an appeal is not made by the 10th calendar day following the citation, it will not be considered for appeal and a hold will be put on the account until the fine is paid.

**Appeal of Citations.** If students or employees of the college believe they have received a citation in error, they may ask for an appeal of the charges through the Traffic Appeals Board. This board is made up of representatives from the faculty, staff and student populations and is also very involved in the development of all traffic and parking control regulations.

To file an appeal, the student or employee must do so within (10) calendar days of the offense. Otherwise the right to appeal is forfeited. Students and employees must also pay the fine cited before the appeal is heard. If the appeal results in a voided citation, the cashier's office will issue a refund. An appeal may be written on the back of the citation copy or a letter attached to the citation. All appeals will be heard before the end of the academic year and all will be notified of the outcome.

