

# Connecticut College

# Campus Parking and Traffic Regulations

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## Welcome!

Welcome to our vibrant college campus! Whether you live, commute, or visit the campus, we want to acquaint you with our campus parking and traffic enforcement regulations, which are vital for maintaining accessibility, equity, and a harmonious environment for all.

At the heart of our parking and traffic enforcement efforts is the Department of Campus Safety. Their dedicated team is committed to ensuring the safety and well-being of everyone on campus, including pedestrians, cyclists, and motorists. They work diligently to enforce our parking regulations, promoting fairness, order, and efficient use of our limited parking resources.

Our parking regulations are designed to provide equitable access to parking spaces for all members of our college community, regardless of their roles or affiliations. We have designated parking areas for students, faculty, staff, and visitors, each with their

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respective permits to ensure fair allocation of parking spaces. By adhering to these regulations, we can create a level playing field and enhance the overall campus experience.

As a community, we recognize the importance of accessibility. We strive to accommodate individuals with disabilities by providing accessible parking spaces that comply with applicable laws and regulations. These designated spaces are reserved for vehicles displaying valid handicapped permits or license plates. We kindly request all members of our community to respect these spaces and refrain from parking in them without proper authorization.

We firmly believe in the principles of equity and fairness regarding parking and traffic enforcement. Our office ensures consistent enforcement of regulations to prevent unauthorized parking, discourage violations, and maintain a safe environment for everyone. Violations of parking regulations may result in penalties, including fines, vehicle immobilization, or towing. These measures are essential for upholding fairness and ensuring that parking spaces are utilized efficiently.

While we understand the convenience of having a personal vehicle on campus, we encourage exploring alternative transportation options. Carpooling, biking, walking, or utilizing public transportation reduces traffic congestion and contributes to a sustainable and eco-friendly campus. By adopting these alternatives, we collectively promote a greener future and foster a sense of community engagement.

We want your experience on our campus to be enjoyable and free from parking-related challenges. Should you have any questions or concerns or require assistance regarding parking regulations or permits, please don't hesitate to reach out to Campus Safety Administrative Office. Their knowledgeable staff will gladly provide guidance and support and answer any queries you may have.

Let us work together to make our parking and traffic environment safe, accessible, and equitable for all members of our college community. By adhering to our parking regulations and embracing alternative transportation options, we can create a thriving campus environment that reflects our commitment to sustainability and inclusivity.

Once again, a warm welcome to our college community. We wish you a fulfilling and memorable journey here at our esteemed institution.

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Best regards,

Mary T. Savage

*Director of Campus Safety and Emergency Operations*

## Registration of Vehicles

To ensure a smooth parking experience on our campus, it is mandatory for all members of the college community, including staff, faculty, and students, to register their vehicles. Registering your vehicle is a simple process that can be completed through the T2 parking management portal, accessible via Camel Web. Here are the steps to register your vehicle:

- Access the T2 Parking Management Portal: Log in to your Camel Web account, where you will find a link to the T2 parking management portal. Click on the link to proceed with the registration process.
- Provide Vehicle Information: Within the T2 parking management portal, you will be prompted to enter essential details about your vehicle. This typically includes the make, model, year, color, and license plate number. Make sure to provide accurate and up-to-date information. This includes MOPEDS and Motorcycles.

Once registered, you will receive a receipt, which is your temporary permit, and your permanent decal will come through the campus mail.

### Regulations Regarding Registration

- Displaying the Parking Decal: Once you have successfully registered your vehicle, you will receive a parking decal. This decal must be prominently displayed on your vehicle's driver-side rear window. The decal is your permit and helps identify registered vehicles on campus. Tampering with the decal or modifying it will render the permit invalid and result in a \$25.00 replacement fee. Permits are non-transferable.

Registration Fee Structure:

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- The student fee for registering a vehicle is \$75.00. It is crucial to adhere to the registration deadlines outlined by the college. It is advisable to complete the registration process promptly to avoid any penalties. Students must register their vehicles for each academic year the vehicle is parked on campus.
  - Staff-Faculty- There is no registration fee for employees. Free parking privileges are extended to employees who abide by parking and motor vehicle regulations and pay outstanding fines. However, it is essential to note that there may be fees associated with parking violations or other parking-related offenses. Unpaid fines accrued by an employee that is overdue by 60 days will have their parking privileges revoked. At this time, a \$200 fine will be deducted from their pay. Any unpaid fines can result in the college withholding pay if full payment is not made when your employment ends. The college reserves the right to ban vehicles from campus that fail to comply with motor vehicle regulations.
  - First-year students are prohibited from having a vehicle on campus. If found on campus, the student will be subject to disciplinary action, fines, and towing.
  - Changes- It is the responsibility of the registrant to report any changes in the vehicle's status (state registration, ownership, change of vehicle make/model, etc.).
  - Visitors to campus do not have to register their vehicles but are required to obtain a temporary parking pass from the Department of Campus Safety. This can be done at the Gatehouse or the Camel Card Office.
  - **Residents of the Manwaring Apartments are exempt from the student registration fees but are still required to register their vehicles with the college in order to park on campus penalty-free.**
  - The college reserves the right to bill the full price of vehicle registration upon discovery that any member of the college community is parking regularly without registering the vehicle with the college, which includes visitors who are on campus to see students. Students are responsible for their visitors and should be educating their visitors about campus motor vehicle regulations.
  - Temporary Parking Passes- Any student, staff, or faculty vehicle that will be parking on campus for a week or less must obtain a Temporary Pass from the Department of Campus Safety (Camel Card Office). The pass is only valid for up to one week.

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By registering your vehicle and displaying the parking decal, you contribute to the efficient management of parking spaces on campus, ensuring fair access for all. It also helps the Department of Campus Safety identify authorized vehicles and maintain a secure environment.

## Parking Information

- All correspondence related to motor vehicle regulations violations will be sent to the individual identified as the owner or operator of the vehicle.
- The college provides information on motor vehicle regulations and notifies the campus community of any special considerations related to parking. Not knowing the regulations is not a valid reason for an appeal and does not release the operator from liability and responsibility. Everyone is responsible for reading and understanding the parking regulations. <https://www.conncoll.edu/campus-life/campus-safety/parking-policies/>

## Where to Park, where to not park.

- Students can **only** park in the following locations: North Lot, West Lot (gravel), South Lot, and Athletic Center Lot. Students are not permitted in Staff-Faculty parking spaces. Students are permitted to park in Staff and Faculty parking **ONLY** within the following circumstances: Monday through Friday between the hours of 6 pm and 12 am. In addition, students can park in Staff and Faculty parking starting Saturday at 12 am to Sunday at 11 pm.
- Only residents of the Village are permitted to park in the Abbey House Lot, River Ridge Road, and Winchester Road. Residents of these areas must register their vehicles with the college. All other visitors to these areas must park in the Athletic Center lot.
- Students are prohibited from parking in the Admissions Lot, Becker Lot, and the College Fleet Lot (north of Crozier Williams), west parking area of the Plex (behind Wright, Park, and Johnson) at any time. Any student's vehicle found in these lots will be towed at the owner's expense.
- Staff and Faculty spaces are reserved for employees of the college, authorized contractors, and vendors.

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- There is no parking on West Road at any time between the South Lot and Chapel Way.

## Charging of Electric Vehicles

The college offers convenient charging stations exclusively for electric vehicles. You can find these stations at the Admissions Lot and the Cummings Art Center parking lot. In the near future, there will be an additional location at Zach Hillel's House. It's important to note that these charging stations are intended solely for the purpose of charging electric vehicles and not for long-term parking.

Remember to utilize these charging parking spaces only while charging your electric vehicle and promptly relocate your vehicle to another spot once the charging process is complete. The maximum parking time for an electric vehicle in these spaces is three hours to ensure equitable access for all users.

Any non-electric vehicle parked in these designated spaces will be subject to fines and towing.

## Accessible Parking Information

The college does not issue accessible parking permits (formerly called handicap permits). Persons requiring accessible parking accommodations must be received their permit from the state where their vehicle is registered in accordance with the law. Those who are in possession of those permits (displayed in conspicuous location by a placard, hang-tag, or license plate designation) are entitled to park in spaces designated for handicapped parking. Possessing an Accessibility Permit does not supersede the other parking regulations. Department of Campus Safety (860-439-2222) is available to assist with transporting students, staff, or faculty who need accommodations while on campus. For ongoing needs, please contact Accessibility Services to make arrangements.

## Parking during Non-Academic Periods

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- Non-Academic Periods are defined as Summer Break, Spring Break, and Winter Break.
  - Students, Staff, and Faculty are expected to park their vehicles in designated parking lots as per the normal policy. All vehicles on campus have to be registered with the college. Long-term storage of student vehicles has to be approved by the Director or Associate Director of Campus Safety. Approved vehicles are to be parked in the North or South Lots. All vehicles failing to get approval will be towed from campus at the owner's expense and will be responsible for any fees or associated storage fees.

## Parking Bans

- In the event of severe weather conditions such as heavy snowfall, ice storms, high winds, or other weather-related events, the college may declare a full parking ban. During a full parking ban, all vehicles must be moved to designated alternative parking lots until further notice. The North Lot, South Lot, and West Lot will be used for temporary parking during snowstorms and snow removal.
- Location-Based Parking Bans: In certain circumstances, the college may impose parking bans in specific areas of the campus due to snow removal operations or safety concerns. These location-based bans will be communicated separately, indicating the affected parking lots or areas.
- Parking Restrictions: In cases where maintenance work, sporting events, and special events require the temporary closure of specific parking lots or roads, the college will provide advance notice to the college community. The communication will include information on alternative parking arrangements, if applicable.

## Vehicle Breakdowns

- If your vehicle breaks down in an unauthorized parking area. The operator needs to get a temporary parking pass from the Department of Campus Safety. If your vehicle breaks down in a roadway or poses a traffic hazard, immediately alert Campus Safety at

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860-439-2222, and inform them of your arrangements to have the vehicle removed. If the vehicle poses a problem or a traffic hazard, the college reserves the right to tow the vehicle from the property at the owner's expense.

## Citations

- A Citation will be issued for any violation of the motor vehicle regulations.

## Parking Restrictions

- Parking on the grass, non-paved areas, and sidewalks is prohibited, including the grassy areas along Williams Street owned and operated by the college.
- Game Day Parking (Tempel Green Games)- Cummings Boulevard/West Road will be closed to all thru traffic from the South Lot intersection to Chapel Way. This means any vehicle parked on the roadway during game day will be removed at the owner's expense. The road will reopen to traffic after the games conclude. All parking for sporting events will be directed to the South Lot.

## Appeals

To ensure fairness and proper consideration of your parking violation appeals, we request your attention to the following guidelines.

- Appeals must be filed with the Department of Campus Safety within 5 days from the date of the violation. We regret to inform you that any appeals received after this 5-day period will not be considered.
- We understand that receiving a ticket can be frustrating, and we value your right to appeal. If you wish to contest a ticket, we urge you to act promptly. Time is of the essence in filing your appeal to ensure a timely review.
- To facilitate the appeal process, it is crucial that you have registered your vehicle with the college. By doing so, the Department of Campus Safety can properly identify your



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vehicle. Please note that if you have not registered your vehicle, you will still be responsible for the fines associated with the violation. However, it may then be too late to file an appeal.

- The appeals committee, consisting of students, staff, and faculty, is entrusted with reviewing appeals related to motor vehicle violations. Their dedication ensures a fair assessment of your appeal. In the rare absence of the committee, your appeal will be diligently processed by the Camel Card Office.
- While the appeals committee strives to make fair decisions, there are circumstances where their rulings may be overruled. Such situations occur when the violator has undergone the conduct process, and subsequent decisions may supersede the appeals committee's findings.

## Student Conduct Process

- Students who have accrued six or more tickets will be referred to Student Life for violating the student handbook and college policy. Students who go through the conduct process are still responsible for fines associated with their vehicle, regardless of the outcome of the adjudication process. Students who appeal their tickets will still be referred to conduct.
- Students who receive citations for moving violations where the nature of the violation poses a danger to the community will be referred for conduct by the Department of Campus Safety. Any sanctions levied by the conduct process will be in addition to fines incurred.

### Sanction Guidelines for Parking Violations

<b>Number of Parking Tickets</b>	<b>Sanction</b>
4 parking tickets in an academic year	Disciplinary Warning
4 parking tickets in subsequent academic years	Disciplinary Probation Level 1
6 parking tickets in an academic year	Disciplinary Probation Level 1 for a semester

8 parking tickets in an academic year	Loss of on-campus car privileges for the remainder of the academic year.
9 parking tickets in an academic year	Disciplinary Probation Level 2 for a semester

## Parking & Moving Violations Fee Schedule

At our college, the assessment of fines for violations of campus vehicle regulations serves several important purposes. These fines are designed to:

**Promote Safety:** Campus vehicle regulations are put in place to ensure the safety of all members of our college community. By assessing fines for violations, we encourage compliance with these regulations, reducing the risk of accidents, injuries, or property damage.

**Encourage Accountability:** Fines provide a means to hold individuals accountable for their actions and encourage responsible behavior. They serve as a reminder of the importance of adhering to campus vehicle regulations and respecting the rights and safety of others.

**Maintain Order and Fairness:** By enforcing fines, we aim to maintain order and fairness in the allocation and utilization of parking spaces on campus. This helps prevent unauthorized parking, congestion, and inconvenience for everyone, allowing for a more efficient and equitable parking system.

**Foster a Sense of Community:** Adhering to campus vehicle regulations and paying fines when necessary fosters a sense of community responsibility. It reminds us that our actions impact others and encourages a shared commitment to creating a safe environment for all.

The assessing of fines for violations of campus vehicle regulations is necessary to create an atmosphere of compliance, accountability, and consideration within our college community. We appreciate your cooperation in upholding these regulations and working together to maintain a positive campus experience for everyone. These violations are applicable to all who operate or

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park a vehicle on campus. Repeated violations or egregious violations will result in going through the conduct process and impact your ability to have a vehicle on campus. Staff/Faculty will be referred to Human Resources and Department Heads if their personal vehicle has repeated violations and may have their vehicle banned from campus.

**General Regulations regarding campus parking and motor vehicle operation:**

Motor vehicles are expected to obey the basic rules of safe driving and motor vehicle laws of the State of Connecticut. On the Connecticut College campus, we expect all to follow these basic rules:

- The campus speed limit is 15 mph.
- Pedestrians have the right of way. Especially in crosswalks.
- No parking on roadways unless it is permitted by signage.
- All members of the campus community must register their vehicle with the college.
- When the Gatehouse (Main Entrance) ID check is in effect, all vehicles are expected to cooperate. The proper procedure is to stop at the ID/Stop Sign and properly identify yourself using your identification before being permitted to enter campus by the officer in the gatehouse. Everyone will be monitored to ensure you live or have legitimate business on campus. This is done for the safety and security of the entire campus.

**Schedule of Fines**

<b>Violations</b> <b>*Towable Offenses</b>	<b>Fees</b> <i>(If your vehicle is not registered, you can receive two citations. One for the violation and one for not being registered with the college)</i>
Blocking Building Exits*	\$35.00

Blocking Crosswalks*	\$35.00
Blocking Dumpster*	\$35.00
Blocking Fire Hydrant*	\$35.00
Blocking a loading zone*	\$35.00
Booted Vehicle*	\$60.00
Carrying Passengers on the outside of the vehicle	\$45.00
Decal Not Displayed	\$20.00
Disregarding a Stop Sign	\$85.00
Driving On Grass	\$60.00
Failure to grant the right of way to Emergency Vehicles	\$60.00
Handicapped Parking*	\$90.00
Left wheel to curb (facing the wrong direction while parking)*	\$25.00
Not Registered with the College*	\$75.00
Parked in a Non- Designated Parking Spot*	\$35.00
Parked on Roadways/Drive Way*	\$35.00
Other (Define)	\$25.00
Parked On Yellow*	\$30.00
Parked in Fire Lane*	\$35.00
Parked on Walkways/Paved Areas*	\$35.00
Posted No Parking*	\$35.00
Posted Tow Zone*	\$35.00

Reckless Driving	\$85.00
Reserved Parking*	\$50.00
Speeding Violation (excessive speed)	\$60.00
Staff-Faculty Parking Only	\$25.00
Towed Vehicle*	\$75.00
Traffic Hazard*	\$35.00
Unsafe Operation of a Motor Vehicle	\$85.00
Visitor Parking Only	\$25.00

## Booting, Towing, and Banned Vehicles

- Any vehicle that accrued three or more tickets and is unregistered with the college is subject to being immobilized by a boot. The vehicle boot will not be removed until proof the vehicle has been registered with the college is provided.
- The college does not assume responsibility for damages or costs that may result in a vehicle being booted or towed.
- Campus Safety may boot any vehicle that:
  - Has multiple unpaid tickets and violations.
  - Parked in restricted or unauthorized areas.
  - In violation of a specific campus policy.
- A fine will be assessed anytime a vehicle is booted, towed, or found to be a banned vehicle, regardless of fees assessed by private tow companies.
- Campus Safety may tow any vehicle that:
  - Is parked in an area where parking is prohibited or without the proper authorization. This includes parking in fire lanes, roadways, handicapped spaces

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without a valid permit, loading zones, or blocking access to driveways, gates, or entrances.

- Safety Hazards: Vehicles that pose a safety hazard, such as those parked in a manner that obstructs traffic flow, creates a significant visibility issue, or impedes emergency response routes, parked on roadways, may be towed to ensure the safety of others.
- Abandoned Vehicles: Vehicles left unattended for an extended period of time may be considered abandoned and subject to towing. This is done to maintain parking availability and prevent the accumulation of non-operational or abandoned vehicles pursuant to the City of New London Ordinance 12-17-18-5 pertaining to abandoned vehicles, inoperable vehicles, or vehicles not registered with the state on private property.
- Violation of Parking Regulations: Failure to comply with parking regulations, including exceeding time limits, parking without a valid permit in designated areas, or parking in reserved spaces, may result in towing.
- Non-Payment of Fines: If a vehicle owner has accumulated unpaid fines related to parking violations, the college may resort to towing as a means to enforce payment and encourage compliance with parking regulations.
- Emergencies and Safety Concerns: In emergency situations or when there are safety concerns, the college reserves the right to tow vehicles without notice. This may occur in cases where the vehicle poses an immediate risk or hinders emergency response or other time-sensitive matters. While every effort will be made to notify vehicle owners in advance, certain circumstances may require immediate action to maintain the safety and security of the campus.
- Parking Bans: During designated parking bans, it is essential that all vehicles are promptly relocated to the specified alternative parking areas as communicated by the college. Failure to comply with the parking ban instructions may result in the vehicle being towed to facilitate snow removal, ensure access to critical areas, or maintain the overall safety of the campus.
- Failure to Comply with Maintenance Notifications: In situations where maintenance work is scheduled in specific parking areas, the college will communicate the details and alternative parking arrangements in advance. If a

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vehicle remains parked in the designated maintenance area without complying with the instructions, it may be subject to towing to facilitate the maintenance work and ensure a smooth process.

- Vehicles are towed by Columbus Square Auto, located at 61 Blinman Street, New London, CT 06320. The phone number is 860-442-1236; they are open Monday through Friday, 8 am to 5 pm.



For questions on permits, appeals, and other parking information, contact the Department of Campus Safety- Administration (Camel Card Office) at 860-439-2250.

Connecticut College, Department of Campus Safety  
270 Mohegan Avenue Parkway, New London, CT 06320