

Introduction

Purpose

These regulations are provided to you as a necessary information bulletin. The purpose of these *Eastern New Mexico University-Roswell Motor Vehicle Regulations* is to govern vehicle operations and parking at ENMU-Roswell and to provide safe and efficient parking for students, faculty, staff and visitors.

Policy

Students, faculty and staff are expected to be familiar with and abide by *ENMU-Roswell Motor Vehicle and Parking Regulations* in addition to current New Mexico State Statutes governing motor vehicles. These regulations are in effect 24 hours a day regardless of the season. Strict adherence to all regulations is required to protect pedestrians, property, and vehicles, as well as to provide quick access for all emergency vehicles. The ENMU-Roswell Campus Security Department has jurisdiction pursuant to **Sections 29-5-4 and 21-14-10 NMSA 1978** to enforce these regulations, including the right to ticket or remove any vehicle(s) operated or parked in violation of the regulations. *This includes streets and highways.* The vehicle sticker holder will be responsible to pay ticket, towing, and storage charges. If a vehicle is illegally parked and does not have a violation notice, that does not mean these regulations have been waived or are no longer in effect.

Regulations and Procedures

Administration

These policies, regulations, practices and procedures will be administered by the Vice President for Student Affairs (VPSA), with assistance from the ENMU-Roswell Campus Security Department.

Speed Limits and Moving Violations

The maximum speed limit for all roadways controlled by ENMU-Roswell is posted by sign. The speed limit on the main Campus is a School Zone, 20 miles per hour on University Blvd., Mathis and Martin Street. The speed limit in all parking lots is 10 miles per hour. Speed limit and other traffic violators will be cited a \$5 ticket per violation, which must be paid at the Cashier's Office. Failure to pay will result in a hold placed on the student's account and may include towing the vehicle at

owner's expense. Revocations of driving privileges on ENMU-R campus can also be a result of violations.

Handicap Parking

Staff/Faculty/Students/Community Members: With the written request from a physician, we will issue a placard for the duration specified up to a maximum of 6 weeks. You will need to present us with your campus issued identification card along with the current semester sticker on the back (semester sticker not required for Faculty/Staff). If you require handicapped parking for longer than 6 weeks, it is recommended you obtain a temporary permit through the State of New Mexico. The handicap placard is for use on ENMU-R property only.

Parking Regulations

Vehicle Registrations

- All motor vehicles, including motorcycles, must have a valid ENMU-Roswell parking sticker to park on Campus at any time. The stickers are self-adhesive and are properly displayed when affixed to the windshield of the vehicle in the lower left corner (driver's side). Expired parking stickers must be removed prior to the new sticker being placed on the vehicle. Alternative placement for vehicles with hanging parking placards is on the rearview mirror. This alternative placement also applies to all vehicles equipped in a way that prevents proper placement of the sticker. Motorcycle placement of parking sticker is on the front forks of the bike. The only exception is for vehicles with a Government plate. These vehicles are not required to have a parking sticker, but must still abide by all other parking regulations. This includes where to legally park. Government vehicles are **not considered "visitors"** and can park in any general use parking area (**does not include Visitor spaces**).
- Students, faculty and staff must obtain parking stickers in person at the ENMU-Roswell Campus Security Department. You will need your vehicle registration and a campus issued identification card to obtain a sticker. New Mexico Highlands University/ENMU Portales students must provide student ID to obtain a parking sticker. A sticker authorizes the vehicle to park on ENMU-Roswell property in accordance with these regulations, but it does not guarantee a specific parking place. If an

ENMU-Roswell employee or student has more than one vehicle that might be driven on Campus, the additional vehicle must also be registered.

Community Members must also obtain a parking sticker.

- The validation period for student, faculty and staff parking stickers is one (1) academic year (August – August).
- Bicycles do not require a sticker.
- Visitor parking will be designated in each parking lot, and if a special parking sticker is required, one can be issued by the ENMU-Roswell Campus Security Department at no charge. Visitor parking is for visitors only. Special permits will be limited to the place(s), dates and times written on the sticker. Visitor parking is for visitors only (1 time parking only) and is monitored daily.
- Temporary permits may be obtained at the ENMU-Roswell Campus Security Department at no charge to persons who have temporary business on campus, but are not regularly associated with ENMU-Roswell. Temporary permits will specify date and time limits for validation on the permit. Individuals who would utilize temporary permits would be those persons contracted by ENMU-Roswell to perform construction, maintenance, or utility work for a limited time and who are not considered regular employees. Temporary permits can also be obtained for students, faculty and staff who have recently purchased a new vehicle and have a temporary registration, as well as, those who are driving a different vehicle due to unforeseen circumstances (for example, persons whose vehicle broke down or who are using a rental car). Temporary Permits may be obtained from either the ENMU-R website (www.roswell.enmu.edu) or at the security office.
- All parking stickers will be distributed free of charge.
- Students who intentionally falsify or misrepresent information on the parking sticker application may be referred to the appropriate ENMU-R authority for formal adjudication procedures for violation(s) of the student code of conduct. Such persons will not be issued a parking sticker or, if a sticker has been issued, the sticker will be revoked.

Where to Park – Parking Lots

- **General Use:** All ENMU-Roswell parking lots will be generally open for parking to students, faculty and staff displaying a valid ENMU-R parking sticker on the vehicle. Parking lots may be closed for a limited time by law enforcement and/or ENMU-R officials for general maintenance, construction, and/or special event purposes.
- **Swimming Pool Parking:** This lot is open parking and does not require a parking sticker.
- **Special Events:** Parking lots may be opened for general use without stickers for the duration of any special events (i.e., graduation ceremonies, community and/or theatre events). This must have prior approval by Security Director or his designee.
- **Curbs and Signs:** Regulations regarding curb markings and signs are in effect in all parking lots. Parking next to painted curbs that do not have sign postage prohibiting or specifying parking will still constitute a violation. Parking in areas that have sign postage prohibiting or specifying parking but do not have painted curbs will still constitute a violation.

Where Not to Park – Painted Curbs

- **Red Curbs:** These are designated as fire lanes. Vehicles are subject to impoundment.
- **Yellow Curbs:** These are safety zones. Do not park in these zones.
- **Blue Curbs:** These are handicapped zones. Do not park, except with valid handicap parking sticker or a temporary school handicap placard issued by the Security Department.
- **White Curbs:** General Parking
- **Green Curbs:** Visitor Parking
- **Any and All Signs Prohibiting or Specifying Parking**

General Regulations

- The registered holder of the ENMU-Roswell parking sticker will be held responsible for proper parking of a vehicle, regardless of who may be the operator.
- Vehicles will not be parked on grass, vegetation or ENMU-R sidewalks.
- For parallel parking, vehicle must be parked no more than 18 inches from the curb. The vehicle

must be parked facing the same direction as the traffic flow.

- The responsibility for finding a legal parking space rests with the motor vehicle operator. Lack of space is not considered an excuse for violation of any parking regulation.
- Any person who repeatedly violates the parking regulations of ENMU-Roswell is subject to:
 - *First Offense*-Warning
 - *Second Offense*-Ticket
 - *Third Offense*-Vehicle is subject to tow, following a consultation with the VPSA
- Continued failure to abide by ENMU-Roswell Motor Vehicle regulations will result in the vehicle being barred from Campus.
- The registered holder of the ENMU-Roswell parking sticker is responsible for paying all costs and any fines levied.
- ENMU-Roswell assumes no responsibility for damage to motor vehicles, theft or any other loss for any reason while a vehicle is operated or parked on Campus.
- Inoperable vehicles or vehicles that are abandoned are subject to impoundment after 72 hrs notice has been posted or received. The vehicle operator will be responsible for any towing and/or storage charges.

Suspension of Privilege to Drive and Park on Campus

When a sticker holder has accumulated three or more parking violations, ENMU-Roswell Campus Security Department may prohibit the sticker holder from driving or parking on campus for a period of 30 days. At the end of the period, he/she will be eligible to apply for reinstatement of all driving and parking privileges. Any person who drives or parks on Campus while on suspension may have his/her driving privileges on Campus property suspended for the entire semester.

Motorcycle, Motorbike, and Motor Scooter Regulation

These vehicles are subject to the same regulations as four-wheeled motor vehicles.

- These vehicles may not be parked in entryways, on sidewalks or on pedestrian paths, and must not be

stored in ENMU-Roswell buildings.

- These vehicles may not be driven on any walkway, road or driveway not authorized for use by a four-wheeled vehicle.
- Motorcycle parking has been provided at ENMU-Roswell, and when it is reasonable and feasible a motorcycle will be parked in a parking place designated for motorcycles and not those utilized by full-sized vehicles.

Citations and Payment

- ENMU-Roswell Campus Security Department officers and student employees assigned to parking enforcement duties are authorized to issue parking citations for violations of ENMU-Roswell parking regulations.
- Any person who receives a parking citation is required to pay the citation at the ENMU-Roswell Cashier's Office, no later than five (5) business days from the date of the citation.
- Failure to pay the fine will result in a hold being placed on the student's transcripts, and possibly banning the vehicle from parking on Campus. Employees who fail to pay fines will be referred to the Vice President for Business Affairs (VPBA).
- Non-student, faculty and staff personnel who fail to pay fines may have his/her ENMU-Roswell privileges revoked and/or be referred to the VPBA.

Parking Citation Appeal Procedure

- A Notice of Appeal form may be obtained from the ENMU-Roswell Campus Security Department or the security link on the campus website. An appeal form must be completed within 5 business days of the original citation date. Appeal requests after the original due date will not be honored.
- The Notice of Appeal form must be signed and returned to the VPSA. The appellant will be notified of a meeting time and date by the VPSA.
- If the VPSA determines that the citation was not properly issued, a reimbursement of the fine paid by the appellant will be issued. If it is determined that the citation was properly issued, the fine will remain the property of ENMU-R as payment for the citation.

Regulation Adoption and Application

The Eastern New Mexico University Board of Regents has adopted these rules and regulations for the control of vehicles on the Campus of Eastern New Mexico University-Roswell in order to promote the safety and convenience of faculty, staff, students, and visitors, as well as to facilitate the general operation of ENMU-Roswell. Operating a Motor Vehicle on ENMU-Roswell controlled property is a privilege, not a right. These regulations will apply to all property owned and controlled by ENMU-Roswell.

Parking Violation and Fines

Failure to register	\$5
Failure to properly display sticker	\$5
Improper transfer of sticker	\$5
Using fictitious, altered, or stolen sticker	\$5
Parking at yellow curb	\$5
Parking in fire lane (red curb)	\$5
Parking in maintenance zone	\$5
Parking in handicapped zone	\$5
Parking in no parking zone	\$5
After Hours parking	\$5
Parking in service area	\$5
Obstructing driveway or walkway	\$5
Double parking	\$5
Parking against flow of traffic	\$5
Parking on grass or sidewalk	\$5
Violation of posted parking sign	\$5
Obstruction of trash container	\$5
Other violations not defined	\$5
Moving Violations	\$5

Motor Vehicle Regulations ENMU-Roswell



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