

Oregon

TECH

Klamath Falls



Campus Safety

541.885.1111
Cornett Hall 231
oit.edu/parking

2023-2024

Vehicle Regulations & Parking Information

Vehicle Regulations 2023-2024

- All faculty, staff, and students of Oregon Tech are required to be knowledgeable of and abide by parking and traffic regulations listed in this brochure.
- All persons parking on campus must register their vehicle with Oregon Tech, park in the appropriate area and in an appropriate manner.
- In addition to the regulations listed in this brochure, all motor vehicle laws of the State of Oregon and ordinances of the City of Klamath Falls are applicable to the campus of Oregon Tech.
- Oregon Tech assumes no liability for personal injuries or for the care and/or protection of any vehicle or its contents while the vehicle is operated or parked on campus.

Definitions

Automobile — includes all motor vehicles (i.e. cars, pickup trucks, vans, recreational vehicles, buses, etc.) excluding motorcycles.

Bicycle — means any vehicle with two wheels tandem, handlebars for steering, a saddle seat, and pedals by which it is propelled solely by human power.

Electrically-Assisted Bicycles (E-bikes) — means propelled solely by human power and/or assisted by battery power.

Electrically-Assisted Scooters (E-scooters) — means electronically assisted scooters. These scooters can be used on roadways and in bicycle lanes. However, they are restricted from sidewalks. They have a maximum speed of 15mph. The E-scooters must be parked out of the way of pedestrians and should never block driveways, etc. Riders are required to be 16 years of age or older to operate an E-scooter. Riders are also encouraged to wear a helmet on every ride and are required to obey all standard traffic laws. For clarification of restrictions and definitions, please refer to the Oregon Bicyclists Manual link provided: <https://www.oregon.gov/odot/programs/tdd%20documents/Oregon-bicyclist-manual.pdf> Bird Scooters — This company has a new contract with the city of Klamath Falls to provide E-scooters for rent to the city of Klamath Falls patrons. Please refer to their web page for specific information available there: <https://www.bird.co/safety>

Compact Vehicle — is any vehicle no more than 66" wide measuring from the outside body width and 174" long measuring from the outside edge of the front and rear bumpers.

Emergency Vehicles — are vehicles operated by the Oregon Tech Campus Safety Department, fire departments, law enforcement agencies or other first-responder services for the protection and preservation of life and property.

Motorcycle — means any motor vehicle designed to travel on not more than three wheels. *This definition excludes e-bikes (see E-bike definition on this page).*

Motor Vehicle — includes all motor-driven vehicles, including automobiles and motorcycles.

Park — means to stop a vehicle (even if a person is in attendance) on a public way, in a parking lot or in a parking space.

Registration Period — refers to an annual (1 year) or term (Fall, Winter, Spring and Summer) permit purchase.

RV — means any recreational vehicle including a motorhome, travel trailer, truck camper, or camp trailer or *housecar*; with

or without motive power (defined as the source of mechanical power of propulsion system); designed for human habitation or other occupancy. A *housecar* is defined as a motor vehicle originally designed, or permanently altered, and equipped for human habitation, or to which a camper has been permanently attached.

Service Vendor Permit — is a special permit issued to contractors, vendors, and volunteers performing work on campus. These permits are issued free of charge to qualified individuals and are available only through the Campus Safety Parking Division. Please contact 541.885.1551.

Service Vehicle — is any vehicle owned by Oregon Tech or another service agency, the exterior of which is visibly marked with an organizational name or logo that is used to provide a service to Oregon Tech.

Skate — means any apparatus consisting of a shoe mounted on wheels that is used to glide over sidewalks or other surfaces.

Skateboard — means any apparatus consisting of a footrest mounted on wheels that is used to glide over sidewalks or other surfaces. This definition also defines Longboards for the purposes of clarity. **Update: Also for the purposes of this definition, one or two-wheeled electronically-assisted 'skateboards' that have the large rubber 'tires' are added to the overall definition and description purposes: <https://onewheel.com> or <https://www.ewheels.com>**

Segway — means a two-wheel, self-balancing, battery-powered electrical vehicle. A "Hoverboard" means a board used for personal transportation. Hoverboards are generally depicted as resembling a skateboard that transports individuals much like a Segway.

Visitor — is any person who is an Oregon Tech guest but is not officially affiliated with Oregon Tech.

Virtual Permit — is a permit that is assigned within a computerized database to a vehicle license plate and identified as being active for the appropriate term and lot location.

Firearm — means a weapon, by whatever name known, which is designed to expel a projectile by the action of powder. For this definition process and university-controlled property, it also includes tasers, stun-guns, pepper spray emitters and high-powered pellet guns.

Ammunition — means a supply or quantity of bullets, shells, projectiles shot or rounds used in firearms.

Prohibited Parking Practices at Oregon Tech

- Parking permits are required for any vehicle that is parked on the Oregon Tech campus for any length of time, including visitors, ADA parking and electric charge vehicles.
- An *actively charging* vehicle is permitted to occupy a charging station parking space until the charging is completed or the driver decides to drive the vehicle out of the given space. This is because the actively charging vehicle is paying an Oregon tech assigned fee for this activity. *If Oregon Tech employees or students are using the charging station for an electric vehicle, a current parking permit is still required.*
- **Overnight RV parking on campus** (Please see the definition of an RV on page 2 under "Definitions"). If you are planning to park an RV on campus during *daytime hours*, contact Oregon Tech Campus Safety at 541.891.2143. If an RV is parked on campus during the daytime hours, it is not to be used in traditional RV scenarios (cooking, sleeping, etc.). The RV would be parked on campus only for the daytime approval.
- Parking a vehicle with a current Oregon Tech parking permit in a designated "Visitor" parking space is prohibited. Visitor parking is defined as parking for persons not affiliated with Oregon Tech.
- Parking on campus with an ADA permit without an accompanying current Oregon Tech parking permit is prohibited. All vehicles parked on campus must have a registered virtual permit when parking on campus.

Attention: Parking spaces that have been blocked for use by traffic control devices (i.e., traffic cones or barricades) are prohibited from being removed and the space parked within. Do not remove the traffic control devices and park in the given parking space. A parking citation will be issued, and the vehicle possibly towed.

- Parking on top of collected snow from/during inclement weather events. This prohibition includes piled snow from heavy equipment snow removal patterns and created snow berms from the same.
- Parking Space Sharing: This is defined as a motorcycle and another motor vehicle parked in the same valid parking space. Although not recommended, only motorcycles are permitted to park in/share one full-sized parking space. In this instance, the definition of "another motor vehicle" is a sedan or hatchback car, pickup truck, or SUV (sport utility vehicle).



Registering your Vehicle with Oregon Tech

- (1) A vehicle is any motored transportation device requiring a state or city license to operate on public roadways.
- (2) Vehicles must be registered when driven onto campus and parked therein. It is recommended that parking permits be purchased during fee payment times at the beginning of each term. **Changes to vehicle registration information following initial registration may now be completed by the permit holder directly through the parking permit web site. Permit holders may register up to four (4) vehicles per virtual permit; however only one registered vehicle may be parked on campus at a time.**
- (3) Double Parking Permit Registration Prohibited

The new Oregon Tech parking system will not allow a vehicle to be registered on more than one virtual parking permit. In the past, permit purchasers could place the same vehicle in their sequence of first through third registered vehicles on more than one purchased parking permit. The example would be an Oregon Tech affiliated couple that have two or three vehicles to register. The cohabitants purchase separate permits and register all of their vehicles on each other's parking permits since they are parked on campus at the same time. The new parking system will not allow this type of "double registration." The permit purchasers will have to completely separate their given primary vehicles and make the decision of which other vehicles will be registered to one permit or the other.

- (4) Individuals may purchase one (**and only one**) permit per valid registration period. For the convenience of those who may be driving a different vehicle from time to time, up to four vehicles may be registered to a single virtual permit for an additional fee. However, only one vehicle may be parked on campus at a time.
- (5) Registration may be rescinded and removal of the permit required for the following violations:
 - a. Failure to comply with traffic and parking regulations or to the rulings of the Traffic Commission.
 - b. Failure to pay fines as assessed by the Traffic Commission Board for Appeals for Oregon Tech-issued citations.
 - c. Providing false or inaccurate vehicle registration information.
 - d. Termination of student enrollment or employment.
 - e. Expiration of the permit period.

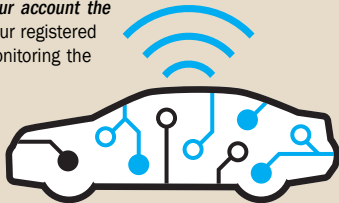
Purchasing Your Virtual Parking Permit

Online vehicle registration and purchase is currently available for the 2023-2024 academic year. Visit the Oregon Tech website and log into *TECHweb*. Enter 'Parking' into the search box and click 'Parking Permits.' From there, you will be able to purchase your permit, manage your account vehicles and respond to citations. Permit fees will be charged to your account, or in the case of faculty and staff members, may be paid via payroll deduction. You will have the option to register up to four vehicles under the virtual permit. **When initially purchasing your permit and you are registering multiple vehicles at this time or know that you will add vehicles to your permit later, please check the multiple vehicle box prior to completing your permit purchase.** By checking the additional vehicle box, the system will allow you to add your other vehicles later through the same parking permit purchase prompts. You will have to go back into the system once you close it out with a permit purchase (including the multi-vehicle addition and the \$10.00 extra charge) to then add your other registered vehicles to your now-purchased parking permit. If you would like to register additional vehicles **AFTER** the initial purchase of your parking permit, you will need to complete this step by contacting the Cashiers' Office in Snell Hall. The Cashier's Office will then charge your account the additional \$10.00 fee to add vehicles to your permit purchase. Only one of your registered vehicles may be parked on campus at a time. Parking Services will be monitoring the parking lots for compliance.

Be sure the vehicle information you enter is accurate! Citations for not having a permit will be issued if incorrect information is in the virtual permit database.

Once a permit is purchased through *TECHweb*, your new virtual permit is registered through your vehicle license plate number. The transaction of purchasing a parking permit is completely electronic in nature. There will be no need to arrive at the Cashier's office at a later time to pick up your parking permit as was traditionally done to complete the permit transaction.

Please be sure to view the online vehicle regulation information PDF under Campus Safety or visit: www.oit.edu/parking



Parking Permits and Fees

- (1) Current Oregon Tech virtual parking permits are required to park at all locations on campus.
- (2) **Faculty and Staff: Permits will be issued for a fee of \$223.00 per year or \$112.00 per term.** Faculty and staff with permits can park in ADA parking spaces as long as there is an accompanying Americans with Disabilities Act (ADA) placard issued through the Department of Motor Vehicles (DMV) or a temporary ADA permit.

Reduced Fees: Certain SEIU staff may be eligible for reduced fees. Contact the Human Resources office for further details.
- (3) **Students: Permits will be issued for a fee of \$140.75 per year or \$71.40 per term.** Students with permits can park in ADA parking spaces as long as there is an accompanying Americans with Disabilities Act (ADA) placard issued through the Department of Motor Vehicles (DMV) or a temporary ADA permit.
- (4) Parking permits are also issued at a discounted fee to:
 - a. SEIU-protected employees whose salary meets a certain threshold or under.
 - b. A limited number of student residents who have registered for a parking location on campus that observes a discounted permit fee to park.
- (5) Special permits may be issued under the following circumstances:
 - a. Should an ADA parking placard be needed or requested by an Oregon Tech student, they should obtain the form from the Department of Motor Vehicles (DMV) and have their physician complete the appropriate section. If they have been treated by a medical provider at the Integrated Student Health Center (ISHC), they may bring the DMV form to the ISHC for completion.
 - b. Temporary parking permits are issued by Campus Safety at the Information Center Building on Campus Drive, Parking Lot D. **Students, faculty, and staff members are able to obtain temporary parking permits for up to 3 days per term at no charge.**



Parking Permits and Fees (cont.)

- c. Visitor permits are issued at the Information Center Building on Campus Drive. A visitor is any person not affiliated with Oregon Tech. A visitor is not defined as a student, faculty or staff member visiting the campus after a school or work schedule has begun or concluded. Oregon Tech-affiliated persons must park in designated locations that require a purchased term or annual permit to park.
- (6) Service Vendor parking permits are only issued by the Campus Safety Parking Division. Call 541.885.1551 for more information.
- (7) Up to four (4) vehicles, including motorcycles, can be registered to a single day use or resident use virtual permit for an additional fee of \$10.00. This is with the exception that only one registered vehicle for the given permit is parked on campus at one time.
- (8) Parking permits are issued annually or per school term. Refunds will be limited to the 10-day return policy and must be processed through the Cashier's Office. No refunds will be given if a parking permit refund is attempted after 10 days of the purchase date of the given parking permit.
- (9) Parking permits are considered University records. Please verify that all information is accurate when registering for your virtual permit.

Driving on Campus

- (1) Any operator of a motor vehicle or bicycle while driving on campus must comply and abide by the traffic laws and ordinances of the State of Oregon and the City of Klamath Falls.
- (2) Maximum speeds for operating vehicles are posted and must be obeyed at all times. Drivers must adhere to all posted signage on campus.
- (3) Vehicles leaving service roads and parking aisles must yield to vehicles operated on access roads. These vehicles must -in turn- yield to main roads which include Campus Circle. Any vehicles operated on any road must yield to pedestrian traffic.
- (4) Driving any vehicle on sidewalks, lawns, landscape areas or any area not designated or designed for driving is prohibited. **Exceptions: Contractor and Facilities/Grounds and/or Campus Safety personnel access to given work sites, patrol areas by modified electric vehicle and/or on campus emergency locations.**
- (5) Cases involving destruction of state property resulting from the use of a motor vehicle or bicycle shall be automatically referred to the Business Office for collection of damages in addition to a customary fine.
- (6) Visitors to campus must abide by all posted regulations while driving on campus.



Parking on Campus

The main parking lots off of Campus Drive –lots A & B- have been divided to accommodate separate student and staff parking.

Parking lot A: This lot is designated ‘student parking.’ This parking footprint allows for any resident and commuter student to park in this lot. The only exception is a small section of lot A that will be designated staff parking –specifically for Integrated Student Health Center employees. **Discounted parking permits purchased by student residents are restricted from parking in any area other than designated by agreement–lot Q. These discounted permits for student residents are only available as an annual parking permit.** Please be sure to watch for parking lot signage for these student-only and ISHC designations.

Parking lot B: This lot is designated ‘staff parking.’ This parking footprint will allow instructors, administrators and all other staff members to park in this lot. *Note: Working students (student employees) do not qualify for this parking location.* Staff parking is further defined as staff members who have full or part-time employment with Oregon Tech. The University’s student employees will always be defined as students first. Staff members who are taking classes apart from their full or part-time work will be the exception. These are staff members who are well established as Oregon Tech employees first and are taking classes outside of their full-time work at Oregon Tech. **Please be sure to watch for parking lot signage for this staff-only designation. Parking lot B further excludes from parking, any Oregon Tech or OHSU student that is assisting other university students with program-related projects or support. Please contact Parking Services at 541.885.1551 for more information.**

General Parking Locations: All other parking lots on campus will remain general parking. In other words, all other lots will remain open for parking for resident and commuter students along with faculty and staff –with a current and valid virtual parking permit.

Parking Lot Q Removed from Winter Restrictions: Because of the parking lot A change to resident and commuter parking only, there may be need for residents to park elsewhere if parking lot A or P are full during the winter months. Parking lot Q (north of Cornet Hall) will be available to park 24/7 with no parking restrictions. **Beginning in the fall of 2022, most of lot Q will be designated as a resident student discounted parking location. Be sure to look for signage if you do park at that location. The signage will reflect the discounted parking area for those student residents who have taken advantage of the discounted parking fee opportunity.**

Oregon Tech has implemented winter parking restrictions in the following parking lots from November 1 through April 1 of each year for snow removal. Restricted parking will include parking lots B, D, E, F, I, J, K, M, N, and lot O. All other parking lots are open for parking 24/7. Please see the accompanying map on the back of this pamphlet for parking lot locations. The winter parking restrictions will allow for uninterrupted snow removal during the designated early morning time window. Any vehicle parked in the restricted parking lots between 2 am and 6 am during restricted winter months will be subject to parking citations and possible towing with all applicable towing fees at the owner’s expense. If you have any questions about this winter parking amendment, please contact Campus Safety at 541.885.1111.



- (1) Any operator of a motor vehicle or bicycle –while parking on campus- must comply with the traffic laws and ordinances of the State of Oregon and the City of Klamath Falls. Operators must also abide by regulations governing motor vehicles and bicycles on campus. A “parked vehicle” refers to any vehicle which is stopped with or without a driver in attendance. The responsibility of finding a valid and legitimate parking space on campus **rests with the vehicle’s operator.** Lack of parking spaces is not a valid excuse for violating any University parking regulations.
- (2) Areas designated for parking are indicated on the campus traffic/parking map provided in this pamphlet. Please pay special attention to the designated locations of ADA, Visitor, Student Health Center and Dental Client parking and their given restrictions/qualifications for parking.

Parking on Campus (cont.)

- (3) Zones designated as special service are restricted to loading/unloading and for repair services. Loading zones are for the specific use of loading and unloading only. These loading zones are limited to 15 minutes.
- (4) Loading zone for active loading/unloading are available to all residential students. This convenience is mainly to allow active loading and unloading of possessions, groceries, etc. Active loading/unloading spaces allow for parking up to 30 minutes at a time.
Note: These locations are available for student residents only.
- (5) Vehicles shall be parked on campus only in areas designated for parking. Parking of vehicles on any road, driveway, fire lane, building entrance way, pedestrian lane and landscaped area is prohibited. **All vehicles must be parked between valid parking space lines.**
- (6) Parallel parking is required where parallel spaces are provided and is permissible in service zones for the purposes of loading and unloading. Parallel parking is also required in some ADA parking locations on campus.
- (7) **Prohibited parking activity: Front or rear of a parked vehicle that encroaches on sidewalk locations on campus. This prohibition includes vehicles with winches and hitches that are parked overhanging sidewalks.**
- (8) When need has been established, a reserved parking space may be authorized by the Traffic Commission within a parking area. No other vehicle may be parked in this authorized space at any time.
- (9) Open parking (defined as parking without an Oregon Tech parking permit) is permissible in designated faculty, staff, student and visitor parking areas between 10 p.m. and 6 a.m. and weekends. Exceptions to this permission would be reserved, service area, fire lanes, limited parking zones and ADA parking locations on campus.

Permits are still required to park and parking regulations still apply during regular hours of break periods between academic terms.

- (10) **Vehicle maintenance is prohibited in any area on campus. A vehicle considered disabled on campus by the driver should contact Campus Safety as soon as possible. Any vehicle left on campus for 7 days or more without contact with Campus Safety or other Oregon Tech officials could be considered abandoned and subject to tow (see Other Applicable Fines and Penalties #2c).**
- (11) Visitors with visitor or temporary permits may park in any valid parking space on campus. Parking must be within valid parking space lines. Visitors may also park in designated ‘Visitor Only’ time-limited parking spaces with or without a permit if the time limitation is not exceeded.
- (12) Persons are prohibited from living in vehicles of any kind on University property.
- (13) The owner per Department of Motor Vehicles (DMV) registration or primary driver of any vehicle parked on campus is responsible for any citations issued to the vehicle. It is the responsibility of the registered owner to notify Parking Services if the vehicle is stolen or sold to another party. Oregon Tech reserves the right to hold permit owners responsible for citations issued to any vehicle registered to their permit regardless of who is driving the vehicle. When it is determined that an Oregon Tech employee or student has the same address or last name as the legal owner of a vehicle with outstanding citations, a review will be performed to determine who is the responsible party. Based on the information obtained from Oregon Tech and DMV records, the employee or student may be held responsible for those citations rather than the legal owner of the vehicle.
- (14) Parking spaces designated as compact may only be used by permitted vehicles that are no more than 66” wide measuring from the outside body width and 174” long measuring from the outside edge of the front and rear bumpers.
- (15) Oregon Tech discourages the campus community from leaving pets and animals in vehicles unattended. The Campus Safety Patrol and Parking personnel have no choice but to notify the Klamath County Animal Control office if they witness an animal left unattended in a vehicle that is perceived to be in distress. Fines could be issued to the driver and/or animal owner if Klamath County Animal Control personnel arrive on campus and confirm an animal is in distress.
- (16) **Skateboards, longboards, hover boards, and one-wheeled e-boards are prohibited from being ridden on campus grounds.** This includes sidewalks, roadways and parking lots.

Motorcycles

Motorcycles must be registered to a current Oregon Tech virtual permit account to park on campus. Virtual parking permits are available through *TECHweb* (refer to page 4 “Purchasing your Parking Permit, Parking Permits and Fees”). Virtual permits allow up to four (4) vehicles to be registered. A motorcycle can be the only registered vehicle or added as an extra vehicle on the virtual permit. The addition of extra vehicles will generate a one-time \$10.00 fee.

Motorcycles registered to a virtual permit are permitted to park in designated single vehicle parking spaces. There is also parking available on campus for motorcycle, moped and scooter parking only. Designated motorcycle parking areas are provided around campus in parking lots A, D, I, K and M. This allows for group parking of motorcycles in one convenient location. **Double parking of motorcycles in single parking spaces is not recommended.**

Bicycles

Bicycles must be parked in a bike rack. This includes E-bikes. Parking of a bicycle in any building is prohibited except for bicycles rented from the Outdoor Program. The OP bicycles are parked on site on the 2nd floor of the College Union building in the given OP space. For resident students bicycles can be stored in the provided bike racks in the Quad location at the Residence Hall building and at each Village building. Bicycles should have security locks placed through the bicycle and the bike rack to prevent theft. Bicycles are not recommended to be ridden on the sidewalks. When proceeding to a given bike rack on campus and using the sidewalks to do so, it is required that bicycles be “walked” to the bike racks by the rider. If the rider wishes to ride the bicycle to a given bike rack on campus, the bicycle must travel no more than 1.5 miles per hour – the equivalent of a pedestrian’s walking speed.

It is recommended that bicycles be registered through the City of Klamath Falls. To register a bicycle with the City of Klamath Falls, call the Klamath Falls Police Department at (541) 883-5336. On campus residents can register their bicycles with Residence Life. Please check with the Housing Office for more information. An Oregon Tech parking permit is not required for a bicycle. Bicycles are to be parked or stored in bike racks located at different areas around the Oregon Tech campus.

Traditional style bicycles that are assisted by an electric motor are the exception on campus grounds and are permitted to be parked in traditional bike racks at all campus locations. Although electric bicycles are permitted to be parked in traditional bike racks on campus, they are not to be ridden on sidewalks for any reason while being operated by electrical power.

Gas-powered bikes, pocket bikes, go-carts, all-terrain or similar motorized vehicles (quads/three-wheelers) are not legal for use on public roads in the state of Oregon. It is also prohibited for resident students to store these types of gas-powered vehicles within their residence hall rooms/apartments.

Mopeds and Scooters

Motorized mopeds and scooters of any kind –no matter what engine type or size- are to be parked in the motorcycle parking areas. Designated motorcycle, moped and scooter only parking areas are provided around campus in parking lots A, D, I, K and M. Electric mopeds and some scooters do not need to be licensed in the state of Oregon. For these exceptions only, the non-required licensed vehicles will not need an Oregon Tech parking permit to park in the motorcycle parking location on campus.



Penalties for Offenses

- (1) No Current Oregon Tech Virtual Permit - **\$30.00**
- (2) No Parking Zones - **\$35.00**
- (3) Other Parking Offenses - **\$30.00/\$40.00**
- (4) Driving a Motor Vehicle or Bicycle in a Non-Designated Area - **\$40.00 + cost of repairs**
- (5) Bicycle Parked in Non-Designated Area - **\$30.00**
- (6) Parking in or Blocking a Designated ADA Parking Space (Oregon Tech Policy) - **Blocking: \$60.00, Parking: \$200.00 for 1st Offense, \$460.00 thereafter** (Oregon Tech Policy).
- (7) Moving Violations including such offenses as Reckless Driving, Driving While Intoxicated, Speeding, Driving the Wrong Way, Disobeying a Traffic Control Device (running stop signs etc.), Excessive Noise and other offenses not otherwise specified herein are a violation of the State of Oregon motor vehicle laws and are punishable upon conviction. In accordance with Oregon State law, **Campus violators will be fined \$40.00.** Violations referred to the City of Klamath Falls revert to city bails and fines.
- (8) **Habitual Offenders are fined \$100.00** in addition to the original citation fine for the offense(s) on their latest citation. Habitual Offenders are defined as individuals who are responsible for three or more separate offenses/citations in an academic year. The \$100.00 fine –in addition to the offense fine on the given citation- is imposed for the third conviction and each conviction thereafter during the current academic year. Anyone who receives a parking citation from Oregon Tech Parking Services has the right to appeal the fine to Parking Services. Please refer to the Campus Safety Website at www.oit.edu/faculty-staff/campus-safety. Click on *Parking Services* and then *Citation Appeal Form*. Follow the instructions on this form to submit your citation appeal.

Payment of Citations

- (1) Citations unpaid after 5 business days from the date of issue shall be considered delinquent and subject to a \$20.00 additional fine for **FAILURE TO ANSWER A CITATION AS DIRECTED**. If the citation remains unpaid after a collection letter is sent, an additional \$20.00 fine will be levied for **FAILURE TO RESPOND TO A LETTER**. *All questions pertaining to this subject matter should be directed to the Parking Division of Campus Safety @ 541.885.1551.*
- (2) Payment of fines will be required **prior** to appeal of the citation. Appeals are sanctioned by the Traffic Commission and processed by the Traffic Commission.
- (3) Any student who fails to pay the Cashier’s Office for a traffic citation will have the fine added to their account balance or deducted from their payroll account. Citations for known student violators will automatically be added to the violators’ university account.
- (4) Any faculty or staff member who fails to pay the Cashier’s Office for a traffic citation may have the fine deducted from their payroll check. Citations for known employee violators will automatically be added to the violators’ university account.

Other Applicable Fines and Penalties

- (1) **Booting.** A vehicle may be ‘booted’ and the owner responsible for immediately paying all accrued fines in the following circumstances:
 - a. A vehicle has a parking permit and has been issued five (5) or more citations within the current academic year.
 - b. A vehicle does not have a parking permit and has been issued three (3) or more citations within the current academic year.

Oregon Tech Campus Safety Patrol and Parking Services will have the ability to place a booting device on a vehicle in violation of the mentioned violations above. The responding officer will confirm all violation and fines with the Parking Services officer or the Cashier’s Office before a boot is placed on a violating vehicle. When confirmed, the responding officer will boot the vehicle in violation and leave information on the vehicle’s windshield advising of the booting and why it was placed. The violator will be given instructions on paying all fines at the Cashier’s Office in Snell Hall before the boot is removed from the vehicle. The Cashier’s Office will provide the violator with a receipt of full payment for parking fines that will be given to the responding officer. Upon confirming the receipt of full payment of fines from the violator, the officer will remove the boot from the violator’s vehicle.
- (2) **A vehicle may be towed off campus and impounded** and the owner subjected to towing and storage fees in addition to penalties under the following circumstances:
 - a. A vehicle is causing imminent danger to people or university property.
 - b. A vehicle that has been left parked or standing in an area not normally used for vehicular traffic including parking on sidewalks lawn or landscaped areas.
 - c. A vehicle is considered abandoned for at least seven (7) days.
 - d. A vehicle is parked for more than 8 hours in a charging station actively charging an electric vehicle.
 - e. Continued violations accrued after booting protocol has been concluded. **Example:** A vehicle has been booted and existing fines and penalties have been paid, but parking violations continue.
- (3) **Excessive citations may result in revocation of a parking permit by the Traffic Commission.** A student violator may be referred to the Vice President of Student Affairs. A faculty or staff member may be referred to the Vice President of Finance and Administration.

Enforcement of Penalties

Citations will be issued after the first week of classes each term. An individual who is cited for violation of a traffic/parking regulation shall (within the time provided on the citation):

- (1) Pay the amount prescribed on the citation within five (5) school days.
- (2) Appeal the citation after payment has been made
 - a. Appeals to citations may be made online via the Oregon Tech Campus Safety web page. *A Campus Safety Parking Services Representative can provide directions for accessing the appeals form (541.885.1551)*
 - b. In person appeals may be granted by the Traffic Commission upon special request. Although it is understood that the majority of traffic appeals take place online, a special request may be granted for special or unique circumstances pertaining to an issued citation. The appellant will make that request as outlined by the same online prompts for a written appeal, but by checking the box that reads “in person appeal request.” The appellant will be notified via their Oregon Tech email account whether the in-person appeal will be heard. If the in-person appeal is denied, the appellant will have to follow the prompts for a written appeal as outlined in point “a” above.
- (3) The Traffic Commission will review all appeals and decisions will therein be final. Appealing to the Traffic Commission waives the right to appear before the Circuit or Municipal courts of Klamath Falls.

Authority of Traffic Commission

In response to a written appeal to a citation, the Traffic Commission shall have the full authority to:

- (1) Find the individual responsible and uphold the violation and fine.
- (2) Find the individual not responsible for the violation and refund the fine.
- (3) May recommend to Oregon Tech administration a restriction or suspension of driving or parking privileges, or other disciplinary actions.

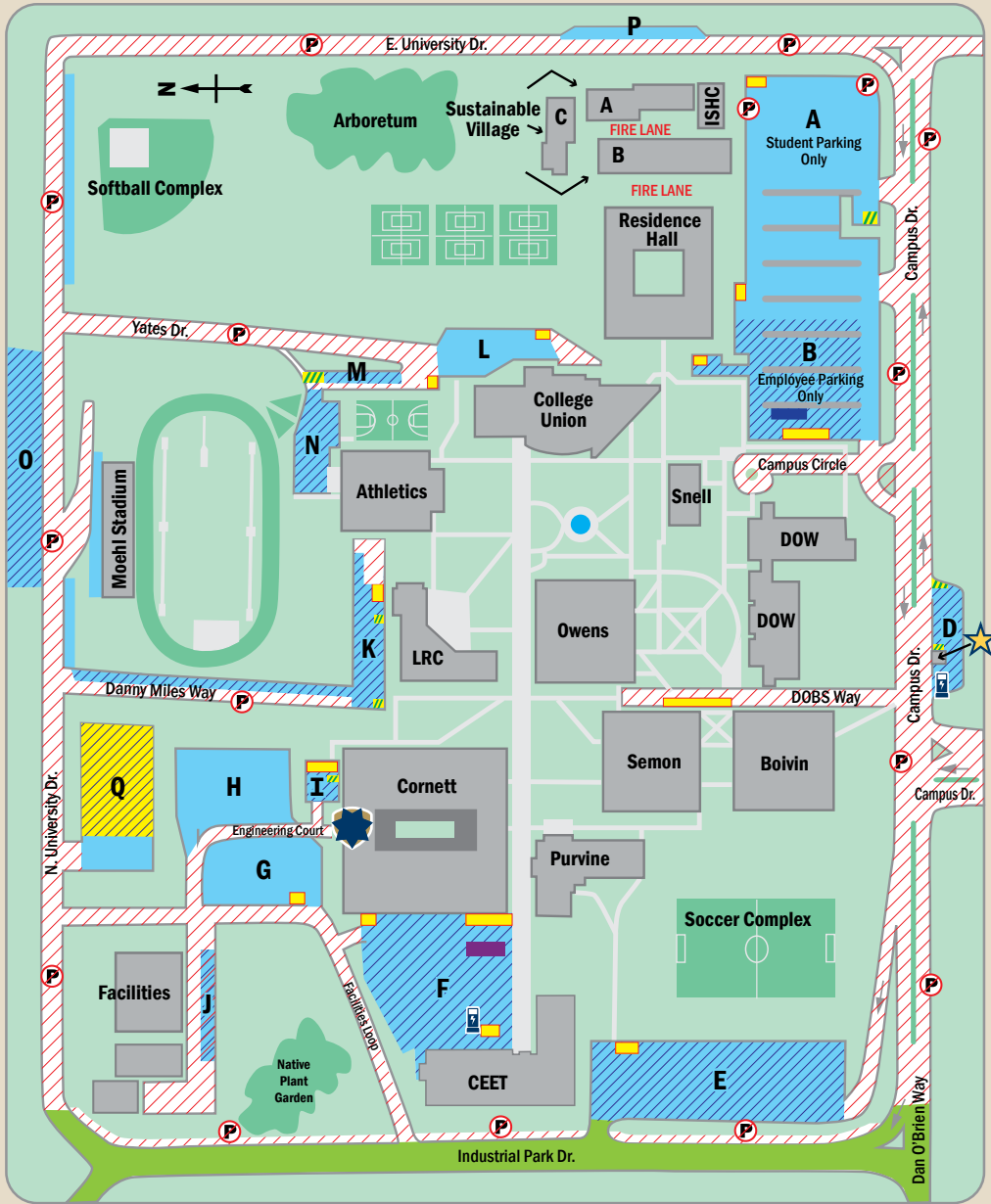
Responsibility in Traffic Control

The Oregon Tech Board of Trustees is authorized to enact such regulations as it shall deem convenient or necessary to provide for the policing, control, and regulation of traffic and parking of vehicles on the university’s property. Such regulations may provide for the registration of vehicles, the designation of parking areas, and the assessment and collection of fees and charges for parking. Strict enforcement of these regulations is necessary to maintain safety on campus streets, reduce congestion, improve security, and effectively utilize parking facilities. The administration of these regulations lies within the Campus Traffic Commission working in coordination with the Campus Safety department. The regulations listed here, which provide for the policing, control, and regulating of traffic and parking of vehicles on campus, are enforceable whenever a vehicle is on campus. Parking or operation of a vehicle on campus is conclusive evidence of willingness to abide by these regulations. Administrative and disciplinary sanctions may be imposed upon students, faculty, and staff for violation of the regulations. Sanctions may include, but are not limited to, a monetary penalty which may be deducted from student general deposits, and faculty, staff or student salaries. For any emergency or special event, parking and traffic regulations may be waived by the Traffic Commission, Campus Safety Director, or Vice President. Oregon Tech assumes no responsibility or liability for the care or protection of any vehicle or its contents while it is parked on University property. Oregon Tech also assumes no responsibility or liability for the care or protection of any vehicle or its contents during its removal or subsequent storage as a result of violations of these regulations.

Firearms, Munitions and Explosives

In reference to vehicles parked on university owned or controlled property, it is prohibited to store firearms (by definition) or ammunitions/explosives of any sort in any vehicle that is parked on university owned or controlled property. This includes any individuals that possesses a valid concealed handgun license while parked on university owned or controlled property. The limited exception to this order is for on-duty law enforcement officers licensed with the Oregon Department of Public Safety Standards and Training (DPSST) or equivalent state or federal authority authorized to license the possession of firearms by law enforcement officers. These law enforcement professionals are authorized to store weapons and munitions in official law enforcement vehicles when on university grounds.





Designated Parking Areas

- General Parking and Resident Parking
- November 1–April 1: No Parking 2 am – 6 am
- Accessible Parking
- Campus Resident Discounted Parking Location
- Motorcycle Parking
- Visitor Parking
- Dental Clinic Parking
- No Parking
- City of Klamath Falls' Jurisdiction

A: Residence Parking B thru Q: General Parking

- A Residence Lot (Residence Life & Integrated Student Health Center)
- B General Lot
- D Information Booth Lot
- E Purvine Hall Lot
- F Cornett West/CEET Lot
- G-H Cornett North Lot
- I Cornett North Annex
- J Facilities Services Lot
- K Learning Resources Center Lot
- L College Union East Lot
- M College Union North Lot
- N Tech Fit Lot
- O Stadium Lot (gravel)
- P East Village Lot
- Q Cornett North Lot

- Information Center
- Electric Vehicle Charging Station
- Bike Friendly Recognition by Travel Oregon
- Campus Safety Headquarters

Oregon TECH

Thank You
for keeping our campus
Tobacco-Free & Smoke-Free.

Smoking substances of any kind is prohibited on campus by Oregon Tech policy.

Map is not to scale and does not accurately depict the number of parking spaces or rows