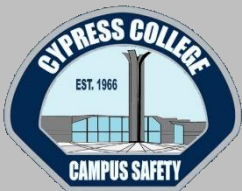




2024

Permit and Parking Regulations



Department of Campus Safety

9200 Valley View, Building # 9, Cypress, CA. 90630

(714) 484-7387

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(714) 484-7387

These regulations apply to ALL PERSONS who drive or park within the Cypress College Campus.

Citations are issued by the Cypress College Department of Campus Safety.

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The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices. The District is also committed to maintaining campuses that are free of harassment, drugs, and alcohol. A copy of the District's full policy on nondiscrimination, sexual harassment, sexual assault treatment and counseling, and maintenance of a drugs-free environment is available in the District's Human Resources Office.

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Cover Photo by: Angel Uribe, Photographer,
Office of Campus Communications Cypress College

Cypress College Parking, Permit, and Traffic Regulations

Division 1 – Definitions

Section I – Definitions

Whenever in these regulations the following terms are used, they shall have the meaning respectively ascribed to them in this section:

Campus: The North Orange County Community College District (NOCCCD) – Cypress College.

Campus Safety Officer: A Non-Sworn Public Officer employed by the NOCCCD authorized to issue parking citations on District premises for violations of parking regulations established by the District. AP 7600 2.7.2

Campus Safety Cadet: A certificated or non-certificated employee of the NOCCCD authorized by the Governing Board, Chancellor, President of Cypress College, or the Director of Campus Safety, to direct, regulate and enforce traffic and parking regulations on the Cypress College Campus.

Driveway: Any portion of roadway and the adjacent curb area, if any, and the adjacent sidewalk area, if any, designed to be used for vehicular access to a building service entry or service area.

Loading Zone: That place adjacent to a curb reserved for the exclusive use of vehicles for the sole purpose of loading and/or unloading passengers or materials.

No Parking Zone: A place where stopping, standing, or parking is prohibited, whether the vehicle is attended or unattended, except when necessary to comply with the directions of a police officer, traffic control device, or district employee.

Park / Parking: To stop or allow to stand any vehicle whether occupied or not, otherwise than in obedience to direction of a police officer, traffic control device or district employee.

Parking Space / Stall: An area of a parking lot, roadway, or street designed to be occupied by a single vehicle, that is designated by two parallel lines painted on the surface of a parking lot, roadway or street.

Police Officer: Any person as defined in section 830 P.C. including, every member of the Police Department of the City of Cypress authorized by the Chief of Police to direct or regulate traffic or to make arrests for violations of the State of California Vehicle Code and/or the Cypress Municipal Code.

Reserved Parking Space, Permit Required: A parking space restricted for use during the time period shown, on an appropriate traffic control device, for the parking of a vehicle with a valid permit.

Specified/Temporary Parking Space: A specifically marked space where parking is restricted to vehicles performing a specific and/or temporary task or function NOT REQUIRING a parking permit.

Division 2 – Administration

Section 2 - Administration

It shall be the duty of the Director of Campus Safety of Cypress College or designee to provide for the administration and enforcement of these traffic and parking regulations. Their duties shall include, but not necessarily be limited to:

- a. Maintaining at the principal administrative office of Cypress College a copy of these regulations, with effective amendments, if any, or as amended, and making such copy available for examination by all interested persons.
- b. Preparing and making available for distribution at the Campus Safety Office of Cypress College copies of these regulations with effective amendments, if any, or as amended.
- c. Publishing these regulations, with effective amendments, if any, or as amended, and subsequent amendments thereto in the student newspaper, college website, and various social media outlets. Publication of each subsequent amendment to these regulations shall be made public immediately preceding the effective date of such amendment.
- d. Providing for the procurement and issuance of parking permits at the Cypress College Campus.
- e. Providing for the appropriate marking of the surfaces of roadways, parking areas and curbs to designate crosswalks, parking spaces, reserved parking spaces of each type, loading zones, and no parking zones.
- f. Providing for the posting of appropriate signs giving notice of special conditions or regulations governing speed limit; use of parking spaces, parking in loading zones, no parking in crosswalks, roadways and no parking zones, and such other regulations which are in addition to those contained in Vehicle Code, State of California.
- g. Providing for the enforcement of these traffic and parking regulations. In the discharge of this duty the President or Director of Campus Safety is empowered to utilize the services of such personnel as they see fit.
- h. Manage, maintain and provide a means of Administrative Review for parking violation disputes and appeals.

Division 3 - Authority to Establish Parking and Traffic Regulations

Section 3 - Authority to Establish and Enforce Traffic and Parking Regulations

Under the provisions as outlined in California Vehicle Code 21113(a), the North Orange County Community College District, Cypress College, has establish these parking and traffic regulations on District owned property.

- a. District employees, when specifically authorized in writing by the Governing Board, or Chancellor of the North Orange County Community College District, or President, Cypress College, shall have the authority to direct, regulate, and enforce parking and traffic regulations in this policy on the Cypress College Campus; and it shall also be the duty of such employees to report to the President, Cypress College, or appointed designee, violators of traffic and/ or parking regulations.
- b. Authorization is hereby granted to members of the Department of Campus Safety, Cypress College, to direct, regulate, and enforce these parking and traffic regulations:
 - (1) Non-moving parking regulations of the vehicle laws of the State of California that are applicable to off-street parking facilities and
 - (2) traffic and parking regulations establish by Cypress College.
- c. Authorization is hereby granted to members of the Police Department, City of Cypress, to enforce these traffic and parking regulations on the Cypress College Campus:
 - (1) Regulations of the vehicle laws of the State of California that are applicable to the ownership and/or operation of motor vehicles.

Section 4 - Obedience to Regulations and Enforcement Personnel

These regulations apply to all persons and all vehicles while within the limits of the Cypress College Campus. The obedience of all such persons to, and the operation of all such vehicles in accordance with these Regulations and the order, direction or signal of authorized enforcement personnel are mandatory, unless such persons or the operation of such vehicles are exempt from provisions of applicable portions of the Cypress Municipal Code, the State of California Vehicle Code, or these regulations.

- a. It shall be the duty of the President, Cypress College, or appropriate designee, to take such disciplinary action as is authorized by section 5500, Board Policy, North Orange County Community College District, in the case of each student who continues to willfully disobey these regulations, or openly and persistently defies the authority of enforcement personnel.

Division 4 - Traffic Control Devices

Section 5 - Traffic Control Devices and Enforcement

No provision of the California Vehicle Code, the Cypress City Traffic Ordinance or these regulations, for which signs or markings or any other traffic control devices are required, shall be enforced against an alleged violator, unless appropriate signs or markings or other traffic control devices, giving notice of such provisions, are in place and sufficiently legible to be seen by an ordinarily observant person.

Section 6 - Curb Marking as Control Device

When curbs or edges of roadways are painted to indicate a parking regulation, the following colors only shall be used, and the colors shall indicate as follows:

- a. RED to indicate no stopping, standing, or parking whether the vehicle is attended or unattended.
- b. YELLOW to indicate stopping, standing, or parking for the purpose of loading or unloading passengers or materials for such time as stated hereinafter.
- c. GREEN to indicate stopping, standing, or parking for a limited time as indicated on a traffic control device.
- d. BLUE to indicate stopping, standing, or parking only for vehicles displaying a valid disabled placard or license plate

Section 7 - Defacing Traffic Control Device

No person shall willfully deface, vandalize, move without authorization, or interfere with any traffic control device.

Division 5 - Traffic Pattern

Section 8 - Authority to Establish Traffic Pattern

The President, Cypress College, is authorized to establish a pattern of required turns and one-way traffic to facilitate the movement of traffic on the roadways for the Cypress College Campus. Appropriate traffic control devices shall indicate any traffic pattern to establish.

Section 9 - Authority to Enforce Traffic Pattern

When signs, markings or other traffic control devices are installed on the Cypress College Campus to establish a traffic pattern, no driver of a vehicle shall disobey the direction indications or limitations shown by such devices.

Division 6 - Special Stops Required

Section 10 - Authority to Establish Stops

The President, Cypress College, is authorized to establish a pattern of required traffic stops on roadways of the Cypress College Campus. A sign conforming to the requirements of Section 21400, Vehicle Code, shall indicate each such stop, as authorized under 21113(a) CVC.

Section 11 - Obedience to Established Required Stops

When a vehicle on a campus roadway is required to stop before entering the intersection of such roadway with another roadway, the driver of such vehicle shall bring the vehicle to a complete stop and shall yield the right-of-way to other vehicles which have entered the intersection from the other roadway or which are approaching so closely on the other roadway as to constitute an Immediate hazard. A driver having so yielded may proceed, and the drivers of all other vehicles approaching the intersection shall yield the right-of-way to such driver.

Division 7 – Parking Violations: Stopping, Standing, and Parking

Section 12 - Prohibited Stopping, Standing or Parking

Failure to obey this parking regulation will result in a parking citation being issued. No person, except as noted hereinafter, shall at any time, stop, leave standing or park any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer, district employee, or traffic control device, in any of the following areas within the Cypress College Campus:

- a. On a crosswalk, sidewalk, landscape, pedestrian walkway, concourse, driveway, forecourt or courtyard.
- b. On a roadway, parking lot, or undeveloped surface, in a manner that obstructs the flow of traffic.
- c. Adjacent to any vehicle stopped, parked or standing at the curb or edge of a roadway or street.
- d. In a designated and marked, NO PARKING zone or designated FIRE LANE, 22500.1 CVC.
- e. Adjacent to a red painted curb, red painted stripe or line painted on the edge of a roadway or street.
- f. In any space, stall, or area, where authorized signs, painted curbs, ground or pavement markings, barriers, barricades, or other traffic control devices, whether permanent or temporary, prohibiting parking are in place.
- g. Other than within a single, marked parking space, unless the size or shape of such vehicle makes compliance impossible.
- h. Adjacent to a fire hydrant in a manner that would inhibit access and or proper use of the fire hydrant.

Section 13 - Restricted Stopping, Standing or Parking

Failure to obey these parking regulations will result in a parking citation being issued. No person shall stop, leave standing or park any vehicle, whether attended or unattended, in any of the following areas within the Cypress College Campus, except in compliance with the specific regulations stated herein governing each such place; unless necessary to avoid conflict with other traffic or in compliance with the directions of a police officer, district employee, or traffic control device:

- a. In a LOADING ZONE, in excess of 20 minutes, or as indicated on a traffic control device, a YELLOW painted curb, sign, or ground marking identifying the loading zone.
- b. In any on campus Reserved Parking Space or parking lot, posted as FACULTY or STAFF PARKING PERMIT REQUIRED: any vehicle stopping, standing, or parking in a staff or faculty parking space must clearly display a valid Faculty or Staff parking permit; or in the absence of a physical permit being issued, must register the vehicle and be issued a virtual parking permit; authorizing parking therein on the date/s and/or specific time period as authorized by the Cypress College Department of Campus Safety Traffic Division.
- c. In any on campus Parking Space or parking lot, posted as PARKING PERMIT REQUIRED: any vehicle stopping, standing, or parking in a permit only space must clearly display a valid parking permit; or in the absence of a physical permit being issued, must register the vehicle and be issued a virtual parking permit; authorizing parking therein on the date/s and/or specific time period as authorized by the Cypress College Department of Campus Safety Traffic Division.
- d. In a Specified Temporary Parking Space, as marked and/or identified by a traffic control device indicating: 24 MINUTE PARKING, TIME LIMIT, ATM PARKING, TEMPORARY PARKING, VISITOR PARKING and/or any GREEN painted curb or parking stall: any vehicle stopping, standing, or parking in a specified temporary parking space shall not remain in the parking space for longer than the time posted; or in the absence of a posted time limit, no vehicle shall remain in the parking space for any reason other the designated purpose as indicated by ground or pavement marking, posted sign, curb marking, or any traffic control device.
- e. In any parking space marked or designated by any traffic control device indicating CAMPUS SAFETY or DISTRICT VEHICLES ONLY.
- f. In any parking space, stall, or parking lot designated as CLOSED, SPECIAL EVENT, SWAP MEET, or CONSTRUCTION ZONE. Parking lot closures are authorized for the sole purpose of providing a safe and secure designated area as needed for an event, project, or circumstance; in which moving or stationary vehicles would pose an unsafe liability or a hindrance to the event or project being held within the designated closed area. Designated closed areas shall be properly marked and posted with traffic control devices indicating the area is closed off to all vehicle traffic. Parking stalls with in a designated closed area will not be available for staff, students, disabled, temporary, or guest parking; with exception to any vehicle authorized by the Department of Campus Safety, emergency vehicles, District vehicles, and equipment. Any unauthorized vehicle parked within a designated closed area will be subject to a parking violation, towing and impound at the owner's expense.

Section 14 - Unrestricted Stopping, Standing or Parking

Except as provided in Sections 12, 13, 15, 25, and 26 of these Regulations, unrestricted stopping, standing, or parking of vehicles is permitted on the Cypress College Campus only in those areas marked for parking by lines designating parking spaces and within such parking spaces; except in authorized, undeveloped, unmarked, or unpaved parking areas designated as "Overflow Parking."

Section 15 – Head-in Parking Only

No person shall park a vehicle in a stall, in any parking lot, in which that vehicle is left standing, facing the flow of traffic; regardless of how the vehicle entered the stall.

Section 16 - Exemption of Certain Vehicles

- a. Drivers of District owned vehicles displaying license plates indicating registration as a publicly owned vehicle may drive or park such vehicles on campus sidewalks or beyond curb lines or other markings used to delineate the boundaries of roadways and/or parking areas, as well as within parking areas, when such action is necessary in performance of official duties.
- b. Emergency vehicles and authorized contractors, vendors, or service vehicles may drive or park such vehicles on campus sidewalks or beyond curb lines or other markings used to delineate the boundaries of roadways and/or parking areas, as well as within parking areas, when such action is necessary in performance of their authorized or official duties.
- c. The foregoing exemption does not protect the driver of any such vehicle from the consequences of his/her willful disregard of the safety of others or his/her failure to observe all other traffic and parking regulations.

Division 8 - Traffic and Driving Regulations

Section 17 - Speed Limit

No person shall drive a vehicle upon any roadway, parking lot or grounds of the Cypress College Campus at a speed in excess of 15 miles per hour.

Section 18 - Driver's License

No person shall drive a motor vehicle within the Cypress College Campus unless such person holds a valid driver's license issued under the provisions of Division 6, California Vehicle Code, except such persons as are expressly exempted by said Vehicle Code.

Section 19 - Proof of Insurance

All persons parking in Cypress College parking facilities shall have Proof of Liability Insurance.

Section 20 - Registered Vehicles-Tabs

No person shall drive, move, or leave standing any motor vehicle, trailer, semitrailer, pole, or pipe dolly, or auxiliary dolly within the Cypress College Campus unless it is registered and displays valid license plates, valid vehicle registration tabs and/or Vin number in accordance with the provisions of Division 3, California Vehicle Code, except vehicles, implements, trailers, and other equipment exempted by said Vehicle Code.

Division 9 - Cypress College Parking Permit

Section 21- Parking Permit Issue / Parking Permit Fee

Vehicles parked in any on campus parking lot, parking stall, roadway, or street posted as; PARKING PERMIT REQUIRED and/or FACULTY or STAFF PARKING PERMIT REQUIRED; must clearly display a valid parking permit purchased or issued by Cypress College; or in the absence of a physical permit being issued, must register the vehicle and obtain a virtual parking permit issued by Cypress College; authorizing parking within the designated parking lot section, as posted, therein on the date/s and/or specific time period as authorized and issued by the Cypress College Department of Campus Safety Traffic Division.

- a. All vehicles MUST BE REGISTERED with the Cypress College Parking System and MUST PROPERLY DISPLAY a valid parking permit purchased from or issued by Cypress College for the area and/or the reserved section the vehicle is parked in.
- b. STUDENTS and STAFF will always be issued physical permits that must be displayed.
- c. Vehicles that do not receive physical parking permits; APPROVED GUESTS, VENDORS, and CONTRACTORS, will be issued a VIRTUAL PARKING PERMIT upon registering with the Cypress College Parking System.
- d. Parking Permits designated for motorcycles cannot be used for automobiles.
- e. Community parking permits are only valid at Cypress College for one vehicle on the dates indicated.
- f. Single Day Parking Permits are valid for one vehicle, are non-transferable and are only valid on the day of purchased and expire at 11:59 p.m.
- g. Single Day Parking Permits purchased or issued at Cypress College are only valid at Cypress College.
- h. Parking permits are VALID FOR ONLY ONE VEHICLE, at a time while parked on any campus parking lot or roadway. Any vehicles parked on campus sharing a parking permit would be issued a parking violation for the improper use of a permit.
- i. Any vehicle parked in any on campus parking lot or roadway displaying an altered, counterfeit, or facsimile parking permit is subject to a parking citation for improper use of a permit.
- j. Any vehicle parked on any on campus parking lot or roadway displaying a parking permit in such a way that the parking permit is obstructed, even if only partially obstructed, from view, or a parking permit that is damaged, and/or otherwise unreadable would be subject to a parking citation being issued for improper display of a parking permit.

Division 10 - Miscellaneous Regulations

Section 22 - Theft and Injury of Vehicles

Cypress College, NOCCCD, assumes no responsibility or liability due to fire, theft, vandalism, or damage of any kind to any vehicle or its contents parked on campus. Students, staff, and visitors are strongly encouraged to lock their vehicles, remove all valuables from your vehicle, and report suspicious activity to the police. Students, staff, and visitors park their vehicles on campus at their own risk.

- a. No person either individually or in association with one or more other persons, shall willfully damage or tamper with any vehicle or the contents thereof or break or remove any part of a vehicle without the consent of the owner.
- b. No person with intent to commit any malicious mischief, injury, or other crimes: shall climb into or upon a vehicle whether it is in motion or at rest, attempt to manipulate any of the levers, starting mechanism, brakes, or other mechanism or device of a vehicle while the same is at rest or unattended, set in motion any vehicle while the same is at rest and unattended.

Section 23 - Removal of Vehicles

Any Police Officer or any district employee specifically authorized to enforce these regulations, is hereby authorized and empowered to remove or cause the removal of vehicles parked or left parked contrary to these regulations, and to store such vehicles. The owner or operator of any such vehicle shall be liable for the reasonable towing and storage fees incurred by such removal.

- a. Abandoned Vehicle- Any vehicle parked on campus for more than 72 consecutive hours without being moved; and with no communication with the driver, operator or owner as to when the vehicle will be removed; shall be considered abandoned. Abandoned vehicles will be towed off campus at the expense of the registered owner or operator of the vehicle.
- b. Safety Hazard - Any vehicle parked on campus that poses an immediate safety hazard to the campus community; such as any vehicle that is a fire hazard, leaking hazardous fluids and / or chemicals; such as any vehicle found to be in a severe state of physical damage or disrepair; such as any vehicle that is found to be inoperable and unrepairable; that causes a safety hazard to campus community and / or interferes with the free flow of vehicle traffic on campus grounds; shall be considered a safety hazard. Vehicles determined to be a safety hazard will be towed off campus at the expense of the registered owner or operator of the vehicle.

Section 24 - Unpaid Parking Citations / Towing and Impound Policy

Parking at Cypress College is regulated in accordance with State Law, District and College Policy. Users of the parking facilities at the College must comply with all applicable statutes, regulations, and local policies. Vehicles found to be in violation of parking regulations will be cited. Any vehicle found parked on Cypress College property that has (3) three or more un-paid Cypress College parking citations is subject to towing without notice, at the registered owners expense. The registered owner of the vehicle will be responsible for paying all citations and impound fees prior to the vehicle being released by the impound company.

Section 25 - Overnight Parking on Campus

Parking on all campus streets and parking lots is prohibited between the hours of 12:00 AM and 4:40 AM. The following vehicles are exempt:

- 1) Vehicles owned and/or operated by NOCCCD.
- 2) Vehicles with authorization to park overnight, as granted by the Director of Campus Safety or appropriate designee.

Section 26 – Motorcycle Parking

Parking spaces designated or marked as MOTORCYCLE PARKING ONLY are for the exclusive use of motorcycles (including a moped, motorized bicycle, motor-driven cycle, trike, scooter, or quad). No person shall park an automobile in any parking stall, or parking space, or parking area designated for a motorcycle.

Division 11 – Administrative Review of Parking Violations

Section 27 – Appeals

The owner of a vehicle that has received a parking citation has the right to dispute the violation by filling an appeal to have the issuance of the citation reviewed by an administrator of the issuing agency, Cypress College Department of Campus Safety. <https://www.citationprocessingcenter.com>

- a. A second request to have the citation reviewed can be made to the issuing agency. An independent arbiter shall make the final decision as to the validity of the citation issued.
- b. Once the final decision is made by the issuing agency, the owner of the vehicle cited can file an appeal to be heard by the Orange County Superior Court. Refer to Orange County Superior Court local form L1179 Information on “Appeal of Parking Citation” for further information.

Cypress College Parking Information

- These regulations apply to motorbikes and scooters.
- Motorcycles parking on campus are required to purchase and display a parking permit.
- Students and staff using a semester or annual parking permit must register their vehicles with the Cypress College Parking System at the provided link.
- Parking is prohibited anywhere on campus except in the parking lots and on College Circle Drive. Violators will be cited by the Cypress College Department of Campus Safety. Fines for illegal parking have been set at \$37 for all areas except for Designated Fire Lane, which is \$120, and Disabled Parking, which is \$290.
- Parking permits issued by Cypress College must be affixed to the lower left side of the vehicle's front windshield, drivers' side.
- Single Day and Community Parking Permits are available for purchase from parking permit pay stations in or near parking lots 1, 4, and on College Circle Drive near lot 5.
- An optional semester parking permit and summer session parking permit are available for purchase, \$40 per semester and \$20 for summer session. This fee has been authorized by state law and established by the District Board of Trustees.
- Students and visitors who park on campus with a valid disabled parking placard and/or license plate are required to purchase and display a parking permit.
- Anyone receiving a citation for not registering their vehicle, or not having a current permit or for parking illegally, (regardless of the reason), may appeal the citation.
- Parking permits are not required on Saturdays and Sundays, unless posted on a traffic control device or sign posted in a specific area.
- Vehicles issued a temporary license plate must register their vehicles with the temporary license plate.
- Vehicles without a license plate must use the last five digits of the Vehicle Identification Number of their vehicle to register their vehicle on the Cypress College Parking System. Once the vehicle is issued a permanent license plate, the vehicle information must be updated, reflecting the permanent license plate, on the Cypress College Parking System.
- Campus speed limit at all times is 15 M.P.H. as indicated by posted signs.
- Any car parked in a stall reserved for a disabled person must display a valid and authorized placard or license plate visible to any enforcement officer.
- Park your vehicle ONLY within designed parking spaces or stalls.

- No parking on crosswalks, sidewalks, driveways, walkways, or in a manner that will hinder or obstruct the flow of traffic or block a driveway.
- No parking, standing, or stopping in RED ZONES of FIRE LANES at any time.
- Vehicles shall park head-in only. No pulling forward through stalls or backing into stalls.
- Citations cannot be recalled or cancelled for any reason once they are issued. Citations may be appealed for administrative review, ONLY.
- Strict obedience to Police Officers or authorized officials and to all authorized signs and other traffic control devices is required.
- Parking is prohibited on the interior walkways of campus, any landscaping, and areas designated as fire lanes.
- Parking regulations are enforced 24 hours a day, 7 days a week for illegal parking.
- No person shall park an automobile in an area reserved for a motorcycle.
- The revenue from the parking fees will be used to maintain the existing parking lots and to set aside funds for parking lot expansion as needed.