

# University of New Mexico Parking Regulations

Parking Regulations  
REV: November 2014

### **Section 1: Short Title**

1-1 These regulations may be cited as the “University of New Mexico Parking Regulations.”

### **Section 2: Effective Date**

2-1 The effective date of these revised regulations is December 1, 2014.

### **Section 3: Definitions**

3-1 The following definitions are adopted for the purpose of this document.

- 3-1.01 “Accessible Parking Placard” means either a state issued accessible parking placard or a temporary accessible parking placard issued by the Department of Parking & Transportation Services.
- 3-1.02 “Accessible Parking Space” means a designated area indicated by blue paint and/or signage which is a designated parking space for authorized disabled persons or in which a parked vehicle would significantly impede the accessibility of University facilities by physically disabled individuals.
- 3-1.03 “Administrative fee” means a fee assessed to offset costs related to processing a citation.
- 3-1.03 “Administrative review” means a process by which individuals who are dissatisfied with the outcome of their Appeal may request further review by the Director of Parking and Transportation Services or his/her designee.
- 3-1.04 “Authorized emergency vehicle” means any fire department, police, ambulance, or comparable emergency services vehicle.
- 3-1.05 “Authorized disabled person” means a person with a physical disability who has been issued a current valid state issued accessible parking placard or license plate bearing the internationally recognized accessibility icon, and is in possession of the certificate of ownership for that placard or license plate.
- 3-1.06 “Bike lane” or “Bicycle lane” means an area of a roadway or sidewalk designated for bicycles or non-motorized traffic.
- 3-1.07 “Citation” means a notice that a vehicle has been parked in violation of the University of New Mexico’s Parking and/or Traffic Regulations and of a penalty of that violation.
- 3-1.08 “Commuter” means a person affiliated with the University of New Mexico who travels from a residence off-campus to the university on a regular basis.
- 3-1.09 “Construction vehicles” means private or commercial vehicles or heavy equipment actively involved in the construction process or in the delivery or storage of tools or supplies.
- 3-1.10 “Court hearing” means the review of a University of New Mexico parking citation by the Metropolitan Court.
- 3-1.11 “Crosswalk” means any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other surface markings, or by wheelchair cuts.
- 3-1.12 “Delinquent parking citation” means a parking citation that has not been paid within 5 business days of issuance.
- 3-1.13 “Edit,” when applied to a parking citation, means to make changes in the violation for which the citation was issued or in the penalty for the violation.

- 3-1.14 “Fire lane” or “Fire zone” means a designated area indicated by red paint and/or signage in which a parked vehicle would significantly impede access by emergency vehicles.
- 3-1.15 “Fraudulent permit” means a permit that was either altered or reproduced.
- 3-1.16 “Immobilization” means the attachment of a device that renders a vehicle immobile.
- 3-1.16 “Impoundment” means the removal of a vehicle and relocation to a storage facility where it will be held until the terms for release have been.
- 3-1.17 “Inactive permit” means a permit that is no longer valid due to flagrant or repeated violations, changes in the permit holder’s permit eligibility, or because the permit was reported lost or stolen.
- 3-1.18 “Intersection” means an area in which two roadways, traveling in different directions for each other, come together whether they cross completely or whether one road, or both, terminate at the junction.
- 3-1.19 “Involuntary payment” means the payment of fines or fees associated with a vehicle that has been impounded or immobilized.
- 3-1.20 “Issuing officer” means the parking enforcement officer who issued a specific parking citation as indicated by the officer number on the citation.
- 3-1.20 “Landscaped area” means any unpaved area that is not a marked parking space.
- 3-1.21 “L.E./F.E. permit” means a permit that is issued to vehicles that are designated by the EPA as low emission, fuel efficient vehicles according to their “SmartWay” Elite list. These permits are only valid in L.E./F.E. spaces in conjunction with a valid zone permit.
- 3-1.22 “Legal Parking Space” means the parking space within a stall (between two white) lines or at a bumper barrier. Areas lacking stall lines or bumper barriers are not considered to be legal parking spaces.
- 3-1.23 “Loading zone” means an area designated for temporary parking while loading, unloading, or delivering people or property.
- 3-1.24 “Moped” or “Scooter” means a two or three-wheeled vehicle with a vehicle identification number (VIN) and an engine having a piston displacement of less than fifty cubic centimeters.
- 3-1.27 “Motor vehicle division” means the Motor Vehicle Division of the Taxation and Revenue Department of the State of New Mexico.
- 3-1.28 “Motorcycle” means a motorized vehicle having a seat or saddle for the use of the rider and designed to travel upon two or three wheels that is not a moped or scooter.
- 3-1.29 “Motor vehicle” means every vehicle that is self-propelled by means of electric power or internal combustion.
- 3.1-30 “Official traffic-control devices” means all signs, signals, or devices consistent with the New Mexico Motor Vehicle Code placed or erected by authority of the University of New Mexico for the purpose of regulating, guiding, or warning traffic.
- 3-1.31 “Official vehicle” means any vehicle displaying government license plates.
- 3-1.32 “Official vehicle zone” means one or more parking spaces designated for use by official vehicles only.

- 3-1.33 “Owner” means the registered owner or owners of a vehicle as recorded with the New Mexico Department of Motor Vehicles or similar agency in a state outside of New Mexico.
- 3-1.34 “Park” means the standing of a vehicle, whether occupied or not.
- 3-1.35 “Park and ride permit” or “Commuter permit” means a permit for a parking lot located at a significant distance from the campus, such that a shuttle is needed to transport people to campus.
- 3-1.36 “Parking lot” means a designated parking area consisting of one or more clearly defined parking spaces.
- 3-1.37 “Parking Enforcement Officer” means an officer commissioned by the Regents of the University of New Mexico and charged with enforcement of the University of New Mexico Parking Regulations (and direction of traffic during special events).
- 3-1.38 “Parking space” means a parking area designated to accommodate a single vehicle and clearly defined by the presence of painted lines, a painted stall, or a bumper barrier.
- 3-1.39 “Pay station” means a mechanical or electronic device located in proximity to parking spaces by which hourly rent is collected for use of the space. This space is considered as short-term parking.
- 3-1.41 “Permit” or “Parking permit” means a sticker, decal, dashboard permit, placard or hangtag identifier that indicates the bearer is authorized to park at specific locations, dates and times.
- 3-1.42 “Permit holder” means the registered/authorized user of a parking permit.
- 3-1.43 “Preferred permit” or “Proximity Permit” means a permit for a parking lot that is in general proximity to campus buildings and is seen as more convenient, but with limited availability.
- 3-1.44 “President” means the President of the University of New Mexico or designee.
- 3-1.45 “Real or potential safety hazard” means an immediate or possible threat of injury to persons or damage to property.
- 3-1.46 “Regulatory body” means a body with the authority to enforce the University of New Mexico Parking Regulations.
- 3-1.47 “Relocation” means the moving of a vehicle to another location on or near campus by a tow truck or wrecker service.
- 3-1.48 “Resident” means a person affiliated with the University of New Mexico who resides in the dormitories or student apartments, or homes, on campus.
- 3-1.49 “Residential zone” means a zone parking lot used primarily for campus residents, defined as Zones R, S (Lomas structure), and Vassar (for residents of Vassar Street).
- 3-1.50 “Right-of-way,” “Roadway,” “Highway,” and “Street” means a University street open for use in connection with the University.
- 3-1.51 “Safety zone” means a designated area indicated by yellow paint in which a parked vehicle would significantly limit access, increase the likelihood of collision, or impede pedestrian traffic.
- 3-1.52 “Service fee,” means a charge for services rendered, including access to parking, installation and removal of immobilization devices, administrative and clerical services associated with permit distribution and replacement, towing of vehicles, or other services provided to campus parking system users.

- 3-1.53 "Service vehicle" means any vehicle, government or commercial, actively engaged in delivering or providing, services to a university representative or facility.
- 3-1.54 "Service vehicle zone" means one or more parking spaces designated for use by service vehicles only.
- 3-1.55 "Short-term parking" means a parking lot and/or structure where rent for space is paid on an hourly (or flat-fee during an event).
- 3-1.55 "Sidewalk" means the portion of the street or adjacent property intended for the use of pedestrians.
- 3-1.56 "Signage" and "sign" means any lawfully erected notice of parking regulations or sanctions.
- 3-1.57 "Structure permit" means a permit for a parking space located in an on-campus parking structure (ramp or garage).
- 3-1.58 "Traffic" means pedestrians, vehicles, or other conveyances either singly or together while using any roadway for purposes of travel.
- 3-1.59 "Trailer" means any vehicle without motive power, designed for carrying persons or property and for being drawn by a motor vehicle.
- 3-1.60 "University community" means all students, staff, faculty, and guests of, or other individuals associated or engaging in business with, the University of New Mexico.
- 3-1.61 "Vehicle" means any device in, upon, or by which any person or property may be transported upon a roadway by means other than human, power, inclusive of trailers, and any means of transportation with vehicle identification number.
- 3-1.62 "Void," when applied to parking citations, means to declare a citation invalid or inappropriate given the circumstances and to waive any fine or fee due on the citation.
- 3-1.63 "Voluntary payment" means a payment of a fine or fee when the associated vehicle is not immobilized or impounded.
- 3-1.64 "Zones" or "parking zones," means geographic areas comprised of one or more parking lots made available to a defined group of users and identified by a name consisting of a letter or word.
- 3-1.65 "Zone parking permit" means a parking permit that allows parking in a specific parking zone.

**Section 4: Authority and Jurisdiction**

*4-1 Authority to Establish Regulations and fines*

The University of New Mexico Parking Regulations are established by the President of the University of New Mexico on behalf of the Board of Regents pursuant to authority granted in NMSA 1978 sections 29-5-1.1(A) and 21-1-10, and the Regents' Policy Manual Section 8.3.

*4-2 Authority to Establish Fees and Fines*

The Department of Parking and Transportation Services is authorized to set and collect appropriate fines for improper parking and fees for services.

4-3 *Authority to Post Signage*

- 4-3.01 The Department of Parking and Transportation Services is authorized to determine the most appropriate use of parking areas and to place any signage, markings, or control devices necessary to realize that use.
- 4-3.02 The Department of Parking and Transportation Services is authorized to place any signage, markings, or control devices necessary to the management of the Campus Transportation System, including but not limited to the establishment of speed limits, stop signs, and directional signage. Stakeholder departments, including Safety and Risk Services, Health and Environmental Affairs, and UNM Police shall be consulted prior to implementation of any changes.

4-4 *Regulatory Bodies*

- 4-4.01 The primary regulatory body shall be the University of New Mexico Department of Parking and Transportation Services.
- 4-4.02 The University of New Mexico Police Department shall have the authority to enforce all University of New Mexico Parking Regulations related to safety and access.

4-5 *Jurisdiction*

The jurisdiction covered by the University of New Mexico Parking Regulations shall be all lands within the exterior boundaries of lands under the control of the Regents of the University of New Mexico.

4-6 *Self-Regulation*

A degree of self-regulation may be granted to University departments, agencies or facility managers by written agreement (e.g. Memorandum of Understanding or MOU) with the Director of Parking and Transportation Services. Such an agreement must have a specific beginning and ending date and does not negate the authority of the Department of Parking and Transportation Services to enforce regulations related to safety, or to enforce any parking regulation by mutual consent of the parties to the agreement.

**Section 5: Hours of Enforcement**

- 5-1 These regulations are in effect at all times, with the following exceptions.
  - 5-1.01 Unless otherwise posted, zone parking permit requirements are waived between the hours of Friday at 7pm and Monday at 7am, and on Monday through Thursday between the hours of 8pm and 7am, and/or when the University is closed.
  - 5-1.02 Parking permits in parking structures/garages may be required all days and hours irrespective of University breaks and closures.
  - 5-1.03 Parking permits in Residential zones may be required all days and hours irrespective of University breaks and closures.
  - 5-1.04 Payment at pay stations for parking in spaces located in the parking lots and/or structures may be required all days and hours irrespective of University breaks and closures.

5-1.05 Hours of enforcement are subject to change based on circumstances and conditions as determined by Department of Parking and Transportation Services.

**Section 6: Non-parking use of Designated Parking Spaces**

6-1 When a parking space is to be utilized – temporarily or otherwise - for a use other than parking, prior arrangements must be made with the Department of Parking and Transportation Services. The Department of Parking and Transportation Services may assess a nominal fee for the temporary loss of use of that space.

**Section 7: Parking, General**

7-1 *Legal Parking Spaces*

7-1.01 A legal parking space is in a stall (between two lines) or at a bumper barrier.

7-1.02 Areas lacking stall lines or bumper barriers are not legal parking spaces.

7-2 *Restricted Areas*

7-2.01 The Department of Parking and Transportation has established and enforces the following restricted areas.

7-2.101 Fire Zones (red curbs)

Parking in fire zones is prohibited at all times

7-2.102 Safety Zones (Yellow curbs)

Parking in safety zones is prohibited at all times.

7-2.103 Official Vehicle Zones

Parking in official vehicle zones is limited to official vehicles.

7-2.104 Service Vehicle Zones

Parking in service vehicle zones is limited to government vehicles and private services displaying valid vendor permits issued by the Department of Parking and Transportation Services and/or government-issued license plates.

7-2.105 Loading Zones or Loading Docks

Where there is no signage restricting use of a loading zone/dock no permit shall be required for use and the time shall be limited to 20 minutes.

7-2.106 Accessible Parking Zones

7-2.1061 Marked parking spaces within accessible parking zones are restricted to individuals displaying either a valid state issued accessible parking placard or a valid temporary accessible parking permit issued by the Department of Parking and Transportation Services.

7-2.1062 Accessible parking zones that are not marked as parking spaces (e.g. curb cuts or curb ramps for wheelchair access, yellow-striped dismount areas, and blue colored curbs) may not be obstructed by any vehicle at any time.

7-2.1063 Parking and Transportation Services' Parking Enforcement Officers may request verification of the accessible parking placard "ownership". Refusal to provide requested information may result in a citation.

7-2.1064 The penalty for violating the State of New Mexico's Accessible Parking Standards and Enforcement Act (Sections 66-7-352.1 through 66-7-352.6, NMSA 1678) is a fine of not less than two hundred fifty dollars (\$250) or more than five hundred dollars(\$500).

7-2.107 Sidewalks, etc.

7-2.1071 No official, private or commercial vehicle shall park on a sidewalk in a manner that it partially and/or completely obstructs pedestrian traffic.

7-2.1072 Crosswalks - No vehicle shall park in a manner that obstructs any portion of a marked crosswalk.

7-2.1073 Landscaped Areas - No vehicle shall park in a landscaped area.

7-2.1074 Roadways, Driveways, Parking Lot Aisles, Thoroughfares - No vehicle shall obstruct any part of a roadway, driveway, parking lot aisle, or thoroughfare.

7-2.1075 Reserved Parking Spaces - No vehicle shall park in Reserved Parking Spaces except the vehicle or vehicles that belong to a registered tenant of the Reserved Parking Space and any vehicles authorized by the tenant.

7-2.02 The Department of Parking and Transportation Services shall not decommission any safety zone or fire zone without the approval of the University of New Mexico Department of Safety and Risk Services.

7-3 *Authority of Signage*

In all cases, signs erected by the Department of Parking and Transportation Services supersede other parking regulations.

7-4 *Parking Zones*

The primary parking option at the University of New Mexico shall be zone parking. Zones will be clearly defined geographic areas and will be identified by a name consisting of a letter or word.

7-5 *Parking Spaces*

7-5.01 Vehicles may only be parked within a legal parking space.

7-5.02 Vehicles parked on the street must be parked within 18 inches of the curb.

7-6 *Direction of Parking*

Vehicles parked on the street must be facing the same direction as vehicles move in the nearest lane of traffic.

7-7 *License Plate*

Vehicles parked on the University of New Mexico campus must display the



license plate under which the vehicle is currently registered. If the license plate is not displayed, the Vehicle Identification Number (VIN) must be displayed without obstruction.

## **Section 8: Parking, Permitted**

### **8-1 *Permit Display***

- 8-1.01 Permit display is required during the Department of Parking and Transportation Services' hours of enforcement as set forth in section 5-1 herein.
- 8-1.02 Permits are only valid when fully and clearly visible from the front of the vehicle and that are placed on the driver's side dashboard, the lower driver's side windshield or are hanging from the interior rear-view mirror. (See Department of Parking & Transportation Services' web site for specific instructions).
- 8-1.03 The entire face of the permit and all information printed on it must be clearly visible to Parking Enforcement Officers.

### **8-2 *Permit Issuance***

- 8-2.01 The Department of Parking and Transportation Services has sole authority to issue or authorize issuance of parking permits for use on the University of New Mexico campus.
- 8-2.02 Manufacture or issuance of parking permits by individuals or groups who have not been authorized to do so by the Department of Parking and Transportation Services is strictly prohibited.
- 8-2.03 Departments may distribute temporary permits purchased from the Department of Parking and Transportation Services to guests of the University of New Mexico. Temporary permits that prohibit resale must be provided to guests by the department at no charge. Temporary permits that permit resale may be sold to the public by the department only at the price indicated on the permit.
- 8-2.04 Medical facilities may distribute patient parking permits to legitimate patients or in the case of child patients, the parent(s) or guardian(s) of the patient. Patient permits may not be distributed to any other individuals under any circumstances.
- 8-2.05 Under no circumstances is a blank patient permit or incomplete temporary permit to be distributed to a member of the public. In all cases the person distributing the permit must complete any required information in accordance with the instructions on the permit.
- 8-2.06 No permit issued by UNM Parking and Transportation Services is transferrable.

### **8-3 *Permit Ownership***

- 8-3.01 All University of New Mexico issued permits remain the property of the University of New Mexico Department of Parking and Transportation Services.
- 8-3.02 Permits may be recalled for flagrant or repeated violations of the University of New Mexico Parking Regulations.
- 8-3.03 Alteration, reproduction, or resale of parking permits is strictly prohibited.
- 8-3.04 Display of a fraudulent permit or an improperly obtained permit will result in significant fines, immobilization and/or impoundment along with service and permit use charges. Some cases may involve referral to the Dean of Students Office, Human Resources, and/or the UNM Police Department.

- 8-4 *Date Restrictions*  
Permits are only valid during the date range specified on the permit.
- 8-5 *Time Restrictions*  
8-5.01 Permits are only valid during the time range specified on the permit (if stated).  
8-5.02 Zone parking permits shall be valid at all times in the zone displayed on the permit.
- 8-6 *Location Restrictions*  
Permits are valid only in the location specified on the permit, with the exceptions set forth in Section 8-10.301 herein.
- 8-7 *Refund, Return, Exchange, or Replacement of Permits*  
8-7.01 Permit holders may seek a refund of a portion of their permit cost when returning the permit to the Department of Parking and Transportation Services. Any such refund shall be in accordance with current department policy and practices, and shall be equal to the pro-rated value of the permit less any applicable service fees.  
8-7.02 If a permit holder ceases to be affiliated with the University of New Mexico or the nature of his/her affiliation changes such that permit eligibility is affected, the permit must be returned to the Department of Parking and Transportation Services.  
8-7.03 Any unreturned permit balances after separation from the University of New Mexico will be transferred to UNM Bursar's Office for collection.
- 8-8 *Lost/Stolen Permits*  
8-8.01 It is the responsibility of the permit holder to promptly report the loss or theft of a permit to the Department of Parking and Transportation Services.  
8-8.02 The permit holder remains liable for all citations issued to vehicles displaying the lost or stolen permit before the report is filed.  
8-8.03 Lost/Stolen Permit Reports are to be filed with the Department of Parking and Transportation Services. Replacement of lost or stolen permits shall be in accordance with current department policy. A service fee may apply.
- 8-9 *Permit Types*  
8-9.01 Persons classified as commuters shall only be issued zoned parking permits classified as "commuter" (aka "park and ride"), "proximity" (aka "preferred") or "structure" (aka parking ramp or garage).  
8-9.02 Students classified as residents shall only be issued "residential" permits.  
8-9.03 Rules Governing Specific Permit Types  
8-9.301 Commuter, Proximity, and Structure Permits  
8-9.3011 Commuter, Proximity, and Structure permits are valid only when used in the appropriate zone and in a legal parking space which is not further regulated by a pay station or signage.  
8-9.3012 Commuter and Proximity permits become generic at 3:45pm

daily (aka 3:45 Rule), meaning that most permits from one zone are good in most other zones after this time. The 3:45 Rule cannot be used to park in a parking structure, reserved space or a residential zone.

8-9.3013 Commuter, Preferred, and/or Structure permits are never valid in residential zones.

8-9.3014 The following permits are not valid in other zones under the 3:45 Rule: AML, AIMS, CHTM, IPL, new employee temporary permits, and resident dorm permits (R and S).

#### 8-9.302 Residential Zone Permits

8-9.3021 Residential Zone Permits are valid only when used in the appropriate zone and in a legal parking space that is not further regulated by a pay station or signage.

8-9.3022 Residential Zone Permits issued to faculty and staff are valid in other zones after 3:45 pm in either Commuter or Proximity zones.

8-9.3023 Residential Zone Permits may be required and enforced at all times.

8-9.3024 Students with a Residential Zone Permits are not eligible to also purchase a Motorcycle permit.

#### 8-9.303 Vendor Permits

Vendor Permits are only valid in service vehicle spaces and zone parking spaces that are not further restricted by pay station or signage.

#### 8-9.304 Rover Permits

Rover Permits are valid only when 1) displayed in conjunction with a valid zone or reserved parking permit, when all additional conditions printed on the permit are met, and 3) the permit is displayed and the vehicle is parked in a zone parking space that is not further restricted by pay station or signage.

#### 8-9.305 Department Permits

Departmental Permits are valid only in zone parking spaces and service vehicle spaces that are not further restricted by pay station or signage.

#### 8-9.306 Special Guests Permits

Special Guest Permits are valid only in zone parking spaces that are not further restricted by pay station or signage.

#### 8-9.307 Motorcycle Permits

8-9.3071 Motorcycle Permits are valid only in designated motorcycle parking areas.

8-9.3072 Resident Students are not eligible to purchase a Motorcycle Permit if/when they also possess a Residential Zone Permit.

8-9.3073 Motorcycle Permits are valid for use in the Lomas Structure only when used with a valid proximity card and S permit.

8-9.308 Regent Permits

Regent Permits are valid only in zone parking spaces that are not further restricted by pay station or signage.

8-9.309 Emeritus Permits

8-9.3091 Emeritus Permits are valid only in zone parking spaces that are not further restricted by pay station or signage.

8-9.3092 Emeritus Permits cannot be transferred or otherwise shared.

8-9.310 L.E./F.E. Permits

L.E./F.E (Low Emissions, Fuel Efficient) Permits are valid only in L.E./F.E. space and only when displayed with a valid permit that is appropriate to the zone the vehicle is parked in.

8-9.311 Press Permits

Press Permits are valid only in zone parking spaces that are not further restricted by pay station or signage.

8-9.312 Temporary Permits

8-9.3121 Any UNM Permit type can be issued on a temporary basis by the Department of Parking and Transportation Services (number of times issued may be restricted).

8-9.3122 Temporary permits are subject to the regulations governing that permit type.

8-9.3123 Incomplete or improperly completed temporary permits may be considered invalid and subject to citation.

8-9.313 Patient Parking Permits

8-9.3131 Patient Parking Permits are valid only during the period for which the permit holder is a legitimate patient of the medical facility listed on the permit.

8-9.3132 Patient parking spaces must be vacated immediately after the conclusion of the appointment.

8-9.3133 Incomplete or improperly completed Patient Parking permit are invalid.

8-9.314 Special Events Permits

Special Event Permits are valid only when the conditions of use printed on the permit are obeyed.

#### 8-9.315 Reserved Parking Permits

- 8-9.3151 Reserved Parking Permits are valid only in the parking space with the number indicated by the last four characters of the permit number.
- 8-9.3152 Reserved Parking Permits are valid only in zone parking spaces when accompanied by a Rover Permit.
- 8-9.3153 Reserved Parking Permits are not valid in regular zone parking spaces except after 3:45 p.m.

#### 8-9.316 Accessible Parking Placards

- 8-9.3161 Accessible Parking Placards are valid in any legal zone parking space not further restricted by signage.
- 8-9.3162 Accessible Parking Placards are valid for parking at any pay station on the UNM campus at no charge.
- 8-9.3163 Accessible Parking Placards are limited to use by the person to whom the permit was issued or a person actively transporting the person to whom the permit was issued.
- 8-9.3164 Accessible Parking Placards are not valid in any hospital spaces unless accompanied by a Patient-Parking Permit.
- 8-9.3165 Accessible Parking Placards are not valid for parking in any restricted areas as set forth in Section 7-2 herein, except accessible parking spaces as set forth in Section 7-2.106 herein.
- 8-9.3166 Proof of ownership may be requested by a representative of the Department of Parking and Transportation Services at any time.

### **Section 9: Parking, Pay Station and Short Term**

- 9-1 Pay stations are to be paid during the Department of Parking and Transportation Services hours of enforcement as set forth in Section 5-1 herein.
- 9-2 A vehicle may not be left in a pay station space for a continuous period longer than the maximum amount of time the pay station will register, as posted on the pay station.
- 9-3 Pay station receipts must be displayed in the front of the vehicle on dash or in the windshield (Exception: "pay by space" parking spaces in either the Cornell or Yale structure). Pay station receipts that cannot be fully read will be considered invalid.
- 9-4 Parking in the short-term parking spaces constitutes an agreement to pay for parking according to the rate schedule posted. Failure to abide by this agreement constitutes a violation of the University of New Mexico Parking Regulations.

### **Section 10: Frequency of Citation**

- 10-1 Vehicles parked in spaces where a time limit is posted may be cited with a frequency of one (1) citation for each period of time equal to the maximum time limit on the space.
- 10-2 The frequency of citation in restricted areas where no time limit is posted shall be no greater than one citation per hour for the same violation.

- 10-3 The frequency of citation in zone parking spaces shall be one citation per day, unless the vehicle is moved or the citation is removed from the vehicle.

### **Section 11: Motorcycles, Mopeds/Scooters**

- 11-1 Motorcycles, scooters and mopeds with 50 or greater cubic centimeters piston displacement (50cc or higher) are required to display a motorcycle parking permit when parking.
- 11-2 Motorcycles, scooters and mopeds with an engine size of 50cc or higher, are permitted only in clearly defined motorcycle parking lots and at paid pay station spaces.
- 11-3 Scooters and mopeds below 50cc are required to display a motorcycle parking permit when parking in motorcycle lots.
- 11-4 Parking for scooters and mopeds below 50cc is allowed at pay station parking spaces.

### **Section 12: Parking, Exemptions from Regulations**

- 12-1 *Official Vehicles*  
Official vehicles are exempt from regulations requiring display of a zone parking permit. They are subject to all other University of New Mexico Parking Regulations.
- 12-2 *Emergency Vehicles*  
Emergency vehicles, when engaged in official business as indicated by activation of emergency lights, are exempt from all University of New Mexico Parking Regulations.
- 12-3 *Authorized Disabled Individuals*  
Subject to Section 7-2, authorized disabled individuals displaying a valid state-issued Accessible Parking Placard or a license plate bearing the internationally recognized accessibility icon and who are in possession of the certificate of ownership for that placard or license plate, are exempt from zone permit requirements and space rental requirements unless otherwise restricted by sign/barricade.
- 12-4 *Construction Vehicles*  
Construction vehicles are exempt from these regulations only when parked within a clearly defined construction site that has been approved by the Department of Parking and Transportation Services, the Department of Facility Planning, and the appropriate Physical Plant Division.
- 12-5 *Special Circumstances*  
The Department of Parking and Transportation Services may grant exemptions from parking regulations to organizations, individuals, or groups to accommodate University business (e.g. creation of a short term parking area).

## **Section 13: Immobilization and Impoundment**

### **13-1 *Immobilization***

Vehicles may be immobilized for any of the following reasons:

- 13-1.101 The vehicle is in violation of the University of New Mexico Parking Regulations.
- 13-1.102 The vehicle license plate is not displayed or the vehicle identification number is covered.
- 13-1.103 The vehicle license plate or the permit displayed is associated with four or more delinquent parking citations and/or has an outstanding citation amount owed that is equal to or greater than \$255 and/or or has a history of repeated parking violations within the previous 365 days.
- 13-1.104 Before a vehicle will be immobilized, a notice will be placed on the vehicle advising that anyone wishing to contest the immobilization must: a) appeal the immobilization within five business days of the date of the notice, or b) pay outstanding citations.
- 13-1.105 In the event that a vehicle is found using a fraudulent or inactive permit the five day notice may be waived and the vehicle may be immobilized immediately.
- 13-1.106 In the event that a vehicle had previously been immobilized and the boot had been illegally removed or tampered with, the vehicle may impounded/towed immediately.

13-1.02 Proof of payment of all outstanding citations and fees associated with an immobilized vehicle by with the vehicle's registered owner and/or with any user of the vehicle registered with the Department of Parking and Transportation Services is required prior to release of the vehicle.

13-1.03 In the event that a vehicle had previously been immobilized and the boot had been illegally removed or tampered with, the five day notice may be waived and the vehicle may immediately be immobilized and /or relocated.

### **13-2 *Relocation***

Vehicles may be relocated, with or without notice, for any of the following reasons:

- 13-2.101 The vehicle is in violation of the University of New Mexico Parking Regulations.
- 13-2.012 Where a vehicle creates an unsafe condition or significantly hinders the efficient movement of traffic.

### **13-3 *Impoundment/Towing***

Vehicles may be impounded/towed for any of the following reasons:

- 13-3.101 The vehicle is in violation of the University of New Mexico Parking Regulations.
- 13-3.102 The vehicle is creating a real or potential safety hazard.

13-3.02 Proof of payment of all outstanding citations associated with an impounded/towed vehicle, with the vehicle's registered owner, and with any

user of the vehicle registered with Parking and Transportation Services is required prior to release of an impounded/towed vehicle.

13-3.03 In the event that a vehicle had previously been immobilized and the boot had been illegally removed or tampered with, and the vehicle may impounded/towed immediately.

13-3.04 When a vehicle has been booted for more than five (5) business days and the vehicle's owner has not contacted the Department of Parking and Transportation Services to arrange payment of citations and removal of boot.

#### **Section 14: Penalties and Sanctions**

14-1 The Department of Parking and Transportation Services will conspicuously post a table of current fines and fees in both its offices and on the Department web site.

14-2 Assessment of fines, service charges or administrative fees does not preclude possible action by the University of New Mexico Police Department, Human Resources, or the Office of the Dean of Students.

#### **Section 15: Responsibility**

15-1 Permit-holders are responsible for all vehicles registered to the permit and for citations issued to other vehicles displaying the permit.

15-2 In the event that a registered vehicle with the Department of Parking and Transportation Services is sold and the new owner keeps the vehicle's license plate, the previous owner may be responsible for future citations accrued on this vehicle. The previous owner must release liability of this vehicle by providing proof of sale documentation.

15-3 The registered owner of the vehicle can be held responsible for all citations issued to their vehicle.

#### **Section 16: Payment and Collection of Fines/Fees**

##### ***16-1 Payment Terms***

16-1.01 Payments must be made online, by mail or in person. Online payments may be made at <http://pats.unm.edu/>. Payments may be mailed to the Department of Parking and Transportation Services, MSC04 2547, 1 University of New Mexico, Albuquerque, New Mexico 87131-0001. Payments may be made in person at the Department of Parking and Transportation Services building located at 2401 Redondo Drive Avenue NE, Albuquerque, New Mexico 87106.

16-1.02 Citations must be paid or an appeal submitted within five (5) working days of Issuance, after which time a late fee will be applied.

16-1.03 If a First Level appeal is denied, payment must be received within five (5) working days of denial or a Second Level Appeal (aka Administrative Review) must be requested within five (5) working days.

16-1.04 The terms for payment shall be set by current Department policy.



## 16-2 *Delinquent Citations*

- 16-2.01 If payment or appeal of a citation is not received within five (5) working days of issuance, the citation will be considered delinquent.
- 16-2.02 Delinquent citations may not be appealed to the Department of Parking and Transportation Services.

## 16-3 *Collection Methods*

The Department of Parking and Transportation Services has the authority to utilize any of the following collection methods:

- 16-3.01 Vehicle immobilization
- 16-3.02 Vehicle impoundment
- 16-3.03 Transferring of charges to the Bursar for collection
- 16-3.04 Internal or external collection agency services

## **Section 17: Appeals and Administrative Review**

### 17-1 *Rules Governing Citation Appeals*

- 17-1.01 In the case of a citation due to pay station malfunction, the recipient of the citation must immediately notify the Department of Parking and Transportation Services of the malfunctioning pay station and file an appeal.
- 17-1.02 Any citation appeal requiring the introduction of physical evidence such as a Accessible Parking Placard, pay station receipt or temporary permits, must be submitted in person or online with the appeal to the Department of Parking and Transportation Services.

### 17-2 *The following protocol shall be followed for appeals:*

- 17-2.01 Step 1: Online First Level Review by the Director or Designated Representative of the Department of Parking and Transportation Services.
  - 17-2.101 The recipient of a citation may appeal the citation to the Director or His/her designee online at [www.unm.edu/parking](http://www.unm.edu/parking).
  - 17-2.102 When an appeal is accepted, either in whole or in part, the Director or His/her designee has the authority to void or otherwise edit citations.
  - 17-2.103 If the decision of the Director or the designated representative of the Department of Parking and Transportation Services is unacceptable to the citation recipient, an Administrative (Second Level) Review may be requested.
- 17-2.02 Step 2: Administrative (Second Level) Review
  - 17-2.201 The recipient of a citation may appeal the outcome of the first appeal in a second level, Administrative Review process overseen by the Director of Parking and Transportation Services or his or her designee.
  - 17-2.202 When an Administrative Review appeal is accepted, either in whole or in part, the Director of Parking and Transportation Services and his or her designee have the authority to void or edit citation.
  - 17-2.203 If the decision of the Director of Parking and Transportation Services

or his or her designee is unacceptable to the citation recipient, the citation recipient may appeal the citation to the Metropolitan Court.

17-2.03 Step 3: Jurisdiction of Metropolitan Court

Pursuant to NMSA 1978 section 34-8A-3, the Bernalillo County Metropolitan Court has jurisdiction to hear contested violations of the University of New Mexico parking citations.

**Section 18: Severability**

18-1 In part or application of the University of New Mexico Parking Regulations is held invalid; the remainder shall not be affected.

**Section 19: Review/Repeal**

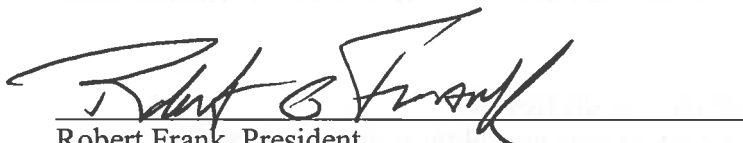
19-1 These regulations shall be subject to yearly review by the Department of Parking and Transportation Services.

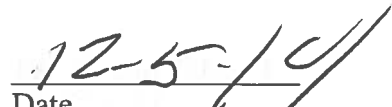
19-2 These regulations remain in force unless amended, appended, or otherwise updated by Parking and Transportation Services. Proposed changes will be submitted for approval by The President of the University of New Mexico. The remainder of the regulations will Remain in force during and after the review process.

19-3 After the annual review of these regulations by the Department of Parking and Transportation Services Regulations Review Committee, proposed changes will be submitted for approval by the President of the University of New Mexico.

19-4 In the case of any conflict between these regulations and previous University of New Mexico Parking and Traffic Regulations, these regulations shall supersede the previous regulations.

SIGNATURE OF APPROVAL AND ADOPTION

  
Robert Frank, President  
University of New Mexico

  
Date