



**TRAFFIC  
REGULATIONS**

# TRAFFIC REGULATIONS

The following regulations repeal and supersede all prior traffic regulations at Francis Marion University. The operation of motor vehicles on campus is a privilege granted by the Francis Marion University Board of Trustees. The privilege is extended to faculty, staff, students, and visitors to the campus. Failure to adhere to the FMU Traffic Regulations as well as South Carolina law may result in a warning or citation.

The FMU Traffic Regulations were created by the FMU Traffic Committee to ensure safe movement of pedestrian and vehicular traffic.

## 1. APPLICATION:

- A. Everyone who owns or drives a motor vehicle on the campus of Francis Marion University is subject to the university's traffic regulations in addition to state law.
- B. Each community member must comply with the FMU Traffic Regulations. The university reserves the right to withdraw parking or driving privileges from any person at any time for cause.
- C. The FMU Traffic Regulations apply to the drivers or registrants of all motor vehicles on the Francis Marion University campus. The traffic regulations are enforced by the FMU Police Department. The person registering a vehicle, or the vehicle owner is responsible for all citations issued to the vehicle.

## 2. DEFINITIONS:

- A. **Campus:** All University property owned or controlled by Francis Marion University used in support of higher education or university business.
- B. **Community Member:** All students, employees, vendors, contract employees and others who are regularly on campus in support of the university or FMU students.
- C. **Contract Employee:** Any person, other than a student or employee, who renders on-campus services to Francis Marion University through a contract for services.
- D. **Employee:** Any person, other than a student, who renders services to Francis Marion University for a salary including faculty, administrative staff, and support staff.
- E. **Fire Lane:** An area used by emergency vehicles for emergency access to campus facilities.
- F. **Loading Zone:** An area specifically designated by a sign or pavement markings for loading and unloading of items.
- G. **Motor Vehicle:** Every self-propelled vehicle which transports at least one person. A motor vehicle does not include a motorized device used to transport only one mobility impaired person such as a powered wheelchair or a medical power chair.
- H. **Non-motorized vehicle:** Any wheeled vehicle that relies upon human or animal power for propulsion. Non-motorized vehicles include skates, cycles, skateboards, and similar devices. A non-motorized vehicle does not include wheelchairs operated by mobility impaired persons.

- I. **Open Parking:** Any marked parking space not specifically set aside for use by faculty, staff, visitors, short-term unloading, or disabled persons.
- J. **Parking:** The standing of a motor vehicle, whether occupied or not.
- K. **Past Due Ticket:** An unpaid traffic ticket which the appeal process has not been initiated within fourteen (14) calendar days of the date of violation.
- L. **Reserved Parking:** Marked parking spaces throughout campus specifically reserved for faculty, staff, visitors, short-term loading or unloading, and disabled persons. Disability parking and short-term loading spaces are always reserved. Most reserved spaces are set aside on normal university working days from 7:00 a.m. until 5:00 p.m.
- M. **Service Vehicle:** Motor vehicles used primarily to provide support to maintain campus buildings and facilities.
- N. **Student:** Any person, other than an FMU employee, enrolled in one or more classes.
- O. **FMU Traffic Ticket:** A citation issued for a parking or moving violations of the FMU Traffic Regulations.
- P. **Vendor:** Any person who is not an employee, student, or contract employee, who provides sales or services to FMU.
- Q. **Visitor:** Any person other than a student, employee, or vendor who parks a motor vehicle on campus.
- R. **Visitor Parking:** Spaces specifically set aside for non-campus community members to use. Visitors may also use any open parking space.

### **3. SPEED LIMITS:**

- A. The speed limit on all campus streets is 20 mph unless otherwise posted.
- B. The speed limit is 10 mph in parking lots and parking areas.
- C. No person shall operate a motor vehicle at a speed greater than is reasonable and prudent to the actual and potential hazards, even where the posted speed limit may be faster.

### **4. PEDESTRIANS:**

- A. Prior to entering the roadway, pedestrians shall yield the right of way to vehicular traffic in the roadway.
- B. Vehicles shall yield the right of way to pedestrians which are established in a crosswalk.
- C. Pedestrians on campus must obey all traffic control devices, university traffic regulations and applicable state laws while using a campus roadway.

### **5. VEHICLE REGISTRATION AND PARKING PERMIT DISPLAY:**

A valid FMU parking decal is required for vehicles driven on campus by a member of the campus

community.

A. Students can purchase FMU parking decals at the Cashier's Office or online. FMU parking decals are valid from the date of issue until the expiration listed on the decal. Decals typically expire August 31<sup>st</sup>.

- Resident decals have a white background.
- Commuter decals have a blue background.

B. Faculty and staff obtain parking decals at the Office of Human Resources.

- Faculty and staff decals have a red background.

C. Parking decals are only honored when the decal is affixed using the supplied adhesive to exterior of the registered vehicle.

D. Parking decal display.

- Attached to the registered vehicle's left rear bumper.
- Attached to the registered vehicle's exterior bottom left rear glass. The decal must be clearly visible and unobstructed.
- On mopeds, motorcycles, and motor scooters the FMU parking decal shall be displayed in a prominent place clearly visible on the rear of the vehicle.
- The entire parking decal number must be visible.
- A parking decal is vehicle specific and cannot be transferred from one vehicle to another or from one person to another.

E. Alumni parking permits

- All parking permits issued by the Office of Alumni Affairs with a valid date are honored as official parking permits. Those displaying an alumni parking permit may park in any open parking space.

F. Replacement decals

- The Cashier's Office and the FMU Police Department will issue a replacement parking decal to a registered vehicle in accordance with established procedures. If a permit is damaged a replacement decal must be obtained. Students can bring in the pieces of the old decal to the Cashier's Office or the police department to obtain a free replacement.
- To move a current decal to a different vehicle, return the issued decal, or the pieces of it, to the Cashier's Office or the FMU Police Department. A free replacement decal will be issued.
- If a FMU parking decal is stolen contact the FMU Police Department to file a report. Campus Police will issue a replacement for the stolen decal.
- If a vehicle is totaled or the decal is otherwise destroyed, provide a copy of the collision report

to the FMU Police Department. The police department can issue a free replacement decal.

G. Removal of the FMU Parking Decal

- Community members are encouraged to remove valid decals from their vehicles prior to selling their vehicle.

H. Temporary Parking Permits

- Community members can obtain a temporary permit at the FMU Police Department. Students are typically limited to two temporary permits per semester. Community members must have a valid parking decal issued to their vehicle to be eligible for a temporary parking permit.
- Students typically cannot permanently or temporarily register a friend's vehicle with some limited exceptions.

## **6. PARKING:**

A. Authorized parking areas are marked parking spaces with painted lines on both sides of the space.

B. Certain parking areas or spaces may be reserved for individuals with disabilities, visitors, faculty, or staff. Reserved spaces or areas will be indicated by signs. Otherwise, parking is open and unreserved. Many reserved spaces are set aside on normal university working days from 7:00 a.m. until 5:00 p.m. Outside of these times spaces revert to open parking however, disability parking and short-term loading or unloading spaces are always reserved.

C. A vehicle parked in violation of any law or regulation which does not receive a citation does not mean that the law or regulation is no longer in effect and does not justify improper parking.

D. Persons wishing to park near a university building to load or unload must inform the FMU Police Department. Service and delivery vehicles may park in loading zones for a reasonable amount of time.

E. Visitors should park in the marked visitor spaces or in any unreserved parking space. Campus community members are not considered visitors and must not park in visitor spaces.

F. Vehicles belonging to guests of housing residents are considered non-registered vehicles. Guests should park in open parking spaces.

- From 2:00 a.m. through 6:00 a.m. parking lots east of the Hyman Fine Arts Center are restricted to resident students. Any vehicle in the area which does not have a resident decal may be cited for parking in a restricted area.
- Overnight housing guests must obtain approval from the Housing Office. The Housing Office will provide documentation which is honored as a temporary parking permit.
- Handwritten notes will not be accepted or honored.

G. Emergency Gates and Access

- Blocking an emergency gate or lane is prohibited.
  - During move in and out, selected emergency gates leading into the housing areas may be opened. Signs may be posted directing students where to temporarily park to access the usually restricted area. Absent signage directing access vehicles are prohibited in the Village, Villas and residence hall sidewalks and pathways.
- H. Concrete motorcycle parking pads are located in parking lots A, C, H and in housing and should be used for parking these vehicles. Motorcycles may also park in marked parking spaces. Only one motorcycle per space, as any other vehicle. Motorcycles, motor scooters and mopeds are not authorized to be stored in buildings, breezeways, under stairs or next to buildings on campus. Vehicles in prohibited locations may be removed and impounded.
- I. Downton Florence parking is controlled under the City of Florence Parking and Standing Regulation, Article II, Section 19. Any parking citations issued by the City of Florence are heard within the City Court system. City of Florence parking tickets cannot be appealed to the University Traffic Committee.

## **7. PARKING FOR INDIVIDUALS WITH DISABILITIES:**

- A. A sign or pavement markings incorporating the international disability access symbol create accessible parking areas reserved for individuals with disabilities. Obstructing access to a parking area reserved for individuals with disabilities is prohibited. Vehicles displaying an official state issued disability access license plate, permit or placard are authorized to park in these areas. The person who was issued the disabled parking permit must be in or with the vehicle.
- B. Vehicles parked in spaces reserved for individuals with disabilities are required to prominently display a valid disability access parking placard, a license plate issued by a state, or a disability access placard issued by Francis Marion University. Any vehicle displaying a valid state issued disability access permit may park in any marked parking space.
- C. Persons with temporary impairments may obtain a time-limited disability access parking permit issued at the Office of Counseling and Testing. The individual requesting a campus placard must present a written statement from their physician stating accessible parking is required. A campus issued placard can only be used to park in on-campus spaces.
- D. A current FMU parking permit is required to obtain a campus disability access placard. All students must obtain a resident or commuter student decal before a temporary disability access-parking permit will be issued.

## **8. NO PARKING AREAS:**

Stopping or parking in the following areas is prohibited unless the driver is complying with a traffic control device or traffic order by a law enforcement officer:

- A. on streets or driving lanes where parking spaces are not marked
- B. on a sidewalk

- C. on a pedestrian crosswalk
- D. in or in front of a public driveway
- E. within 20 feet of an intersection, unless marked for parking
- F. within 15 feet of a fire hydrant
- G. on the grass or other non-paved surface
- H. where prohibited by official signs
- I. on or over painted lines which mark parking spaces or lanes
- J. in front of a dumpster
- K. in front of any emergency gate, traffic bollard or in a fire lane under any circumstances.

## **9. ENFORCEMENT:**

- A. It is the responsibility of the FMU Police Department to enforce all regulations set forth herein along with South Carolina statutes.
  - Violations of campus traffic regulations may result in the issuance of a FMU traffic ticket. The FMU traffic committee is the final authority for all appeals for FMU traffic tickets. The FMU Traffic Ticket does not result in any points against the operator's driver's license.
  - Violations of South Carolina State Statutes may result in the issuance of a Uniform Traffic Ticket. Jurisdiction for disposition of the citations is with the Florence County Magistrate's Office. Fines or requests for a trial are handled by the Magistrate's Office. A South Carolina Uniform Traffic Ticket can result in points being assessed against a driver's license.
- B. Any person who operates or parks a motor vehicle on campus shall obey any official traffic control devices or a law enforcement officer engaged in directing traffic on campus.
- C. No person shall, without lawful authority, attempt to, alter, deface, injure, knock down, or remove any official traffic sign or device.
- D. Francis Marion University assumes no liability or responsibility for the care, protection of, damage, loss of any vehicle or its contents at while it is operated or parked at Francis Marion University campuses. It is recommended that valuables not be left in unoccupied vehicles and vehicles are locked when not in use. Thefts or damage should be reported to the FMU Police Department.
- E. After 5:00 p.m. Monday through Friday and on weekends, most marked parking spaces throughout campus revert to open parking except those set aside for short-term loading or for disabled persons. Limitations on parking in Housing between 2:00 a.m. and 6:00 a.m. always remain in place.
- F. Any member of the campus community in a motor vehicle is required to use the vehicle's safety belts while traveling in a vehicle per South Carolina law.

- G. From 11:00 p.m. until 6:00 a.m. the perimeter gates are closed and access to campus is restricted. Officers may stop vehicles that do not have FMU parking decals. The stops are to ensure that persons accessing campus are here for a legitimate purpose. If a driver cannot provide a legitimate reason for being on campus, the driver may be asked to leave and return during normal business hours.

## 10. VIOLATIONS AND PENALTIES:

A FMU Traffic Ticket is a notice of violation of the FMU Traffic Regulations. The FMU Traffic Ticket also has notice of the right to appeal on the citation. The operator, owner or the person who registered the motor vehicle on campus is responsible for all non-moving violations incurred by the vehicle. Penalties may be in accordance with state statute, university policy, the traffic regulations, or any combination. Violators may be liable for both traffic fines and sanctions imposed under the campus judicial system.

All campus traffic tickets are due within fourteen (14) calendar days after the issue date on the ticket. Payment can be made at the Cashier’s Office. Any person cited waives the right to appeal by paying the assessed penalty within the time limit. The right to appeal a ticket will be forfeited if the ticket is not paid or appealed within fourteen (14) calendar days. Appealed tickets are held in abeyance until the traffic committee reviews the appeal. Unpaid fines may result in revocation of campus driving privileges and possible immobilization, or impoundment of the vehicle.

Although tickets are payable within fourteen (14) calendar days of issue students should be aware failure to pay a financial obligation to the university may result in the student not being allowed to register or secure a transcript of records until the financial obligation is met.

- A. FMU Police Officers have the authority to issue a South Carolina Uniform Traffic ticket, a FMU traffic ticket or a warning for violations of traffic regulations in accordance with applicable South Carolina law. Fines for violations of the FMU Traffic Regulations are below:

FINE	VIOLATION
\$50.00	Improper parking in space reserved for disabled persons
\$50.00	Reckless Driving as defined by §56-5-2920
\$25.00	Alteration of, forgery of, or fraudulently obtaining a FMU parking permit
\$25.00	Disregarding a stop sign
\$20.00	Failure to register a vehicle on campus
\$15.00	Blocking gates, emergency lanes, or dumpsters
\$15.00	Driving on or parking in a restricted area
\$15.00	Improper use of a visitor, faculty, or staff space
\$15.00	Parking on the street or in a driveway in a parking lot
\$15.00	Parking in a loading/unloading zone
\$15.00	Parking on or over the painted parking lines
\$15.00	Parking in the housing area from 2 – 6 a.m. without a resident decal
\$15.00	Exceeding the marked time limits on designated timed parking spaces
\$15.00	Other moving violations
\$15.00	Immobilization fee
\$5.00	Improper display of a FMU parking permit or failure to obtain a temporary permit.

- B. **Driving Under the Influence:** Driving under the influence of an intoxicating substance as defined in S.C. Law §56-5-2930 will result in the arrest of the offender.



C. **Reckless Driving:** A state violation defined by S.C. Law §56-5-2920. The campus fine imposed will be \$50.00 for the first violation or the driver can be charged under §56-5-2920 . The Dean of Students will review the conduct of the driver if the driver is a student.

D. **Delinquent Violations:**

- Persons who fail to pay the fine or fail to initiate the appeal process within fourteen (14) calendar days after the traffic ticket issue date forfeits the right to appeal.
- Persons with one or more past due parking citations may not register a vehicle to park on campus until all penalties are paid.
- Persons with three (3) or more past due traffic tickets may be prohibited from parking on campus. Immobilization or impoundment of the vehicle is also possible after three unpaid traffic tickets.

## **11. IMMOBILIZING, REMOVING, AND IMPOUNDING VEHICLES:**

A. The FMU Police Department may immobilize, tow, impound and store at the owner's expense any vehicle which:

- impedes or obstructs movement or operation of emergency equipment
- is parked in a fire lane, obstructing or within 15 feet of a fire hydrant
- obstructs the collection of trash at established locations
- not properly registered to include proper license plates and current FMU parking decal.
- unregistered vehicle parked in excess of 48 hours, regardless of how or where, unless the FMU Police Department receives notification
- is parked illegally, impedes vehicle or pedestrian traffic, or is presumed abandoned
- is registered or unregistered or which the driver continues to park on university property after receiving at least three citations in a twelve-month period
- is unattended and left in a manner that obstructs traffic or creates a hazard after reasonable efforts are made to contact the owner to have the vehicle removed
- When the person responsible for the vehicle cannot be located or contacted for disposition or if the person cannot immediately remove the vehicle, it may be towed

B. An immobilization fee of \$15.00 will be assessed on a FMU Traffic Ticket for all vehicles that are immobilized. An immobilization fee cannot be appealed.

C. Owners can contact Campus Police at 843-661-1109 to find out if the vehicle was towed. Motor vehicles towed and impounded will not be released until all unpaid campus citations are disposed of at the cashier's office. The vehicle owner or operator is responsible for paying towing and storage fees to the towing company. Motor vehicles impounded and not claimed may be disposed of in accordance with South Carolina law.

## **12. VEHICLE COLLISIONS:**

Any motor vehicle collision resulting in death, personal injury or property damage requires the operator to report the accident to the FMU Police Department. The police department will complete a state issued collision report. The FMU Police Department may request the South Carolina Highway Patrol or the Florence County Sheriff's Office to investigate collisions under certain circumstances.

## **13. TRAFFIC CONTROL DEVICES:**

No person, other than those who by the nature of their employment who are required to do so, shall operate any motor vehicle in or upon any area of the campus that is closed using barricades, gates, bollards or other traffic control devices.

## **14. VEHICLE BREAKDOWN:**

- A. If a vehicle has a mechanical failure while on campus, all reasonable measures should be taken to move the vehicle to a parking space. Campus police officers can assist motorists with a dead battery or keys locked in the car.
- B. If a vehicle has mechanical failure the driver may obtain temporary authorization from the FMU Police Department to leave the vehicle in an unauthorized area. Vehicles obstructing traffic, interfering with normal operations of the university or which pose a safety threat must be removed from the roadway.

## **15. NON-MOTORIZED OR HUMAN POWERED VEHICLES:**

- A. Francis Marion University recognizes non-motorized vehicles or human powered transportation devices are important and legitimate means of transportation. Non-motorized vehicles are bicycles, skateboards, skates, and similar items. Non-motorized vehicles may be operated on campus sidewalks and paths provided they are used solely as a means of transportation. Non-motorized vehicles shall yield the right of way to pedestrians while on sidewalks. All non-motorized vehicles shall be operated with due regard and concern for the safety of others.
  - State law governs non-motorized cycles. The cyclist has a right to use the streets and highways just as a motorist. However, the relative size of the cycle and the lack of safety devices make it important that cycles be operated within the law.
  - Cycles and cyclists shall comply with applicable state laws and regulations, including but not limited to turn signals, lighting, brakes, lane changing, etc.
  - Cycles must be parked and secured in the campus provided bicycle racks. Chaining or storing bicycles to objects other than authorized bicycle racks is prohibited. Bicycles found improperly parked or secured to inappropriate objects may be removed and impounded by FMU Police Department. The owner is subject to being ticketed in accordance with paragraph D below. It is recommended bicycles are locked in bicycle rack using a quality lock.
  - Driving or storing cycles inside campus residences or buildings is prohibited. Improperly stored bicycles may be removed and impounded by the FMU Police Department.
- B. Prohibited Activities

- Non-motorized and motor-vehicles are prohibited from being operated within buildings.
- The operators of non-motorized vehicles are responsible for controlling the speed of such device so as not to endanger any pedestrian.

C. Penalties

- Any campus community member or person connected to the University violating the provisions of this regulation will be issued a FMU Traffic Ticket for other moving violation and fined \$15.00. Additionally, the violation can be reported to appropriate authorities for administrative action as deemed appropriate.

## **16. THE UNIVERSITY TRAFFIC COMMITTEE:**

- A. Members of the FMU Traffic Committee consist of representatives from the campus community. A representative from FMU Police Department serves as a non-voting advisor to the committee.
- B. The FMU Traffic Committee has the authority to review violations to determine whether an infraction was committed. It also has the authority to reduce any violation or to void any ticket where a violation of the regulation is not shown.
- C. The FMU Traffic Committee may revoke the privilege of driving or parking on campus for any individual for cause.
- D. Appeals must be received within fourteen calendar (14) days after issuance of the ticket or the right to appeal is forfeited. The person in control of the vehicle at the time it was cited must submit the appeal.
- Only one appeal will be allowed per citation.
  - The person receiving a citation will present his or her case to the committee by written explanation. appeal forms are available on the campus police website at [www.fmarion.edu/police/](http://www.fmarion.edu/police/).
  - The appellant is not required to appear before the committee. If an appellant does not appear the written appeal will be reviewed by the Committee and used to make a decision. If an appellant appears they will have the opportunity to appear before the Traffic Committee.
  - The decision of the Traffic Committee on traffic ticket an appeal is final. A letter indicating the final decision of the Committee will be sent to the address listed by the appellant on the appeal.
    - If the appeal is sustained, the appellant will be notified in writing and no further action is required.
    - If the appeal is denied, the appellant will be notified in writing. Payment of the fine must be received within the time limit outlined in the letter. The ability for the appellant to register for classes and obtain records at Registrar's Office will be suspended until the debt is disposed of.
- E. During times when the FMU Traffic Committee is not able to convene, the committee chair or

their designee may review all appeals in lieu of a full committee meeting. The committee chair or their designee may also convene an ad-hoc committee or implement other procedures in the interests of concluding the appeals review process in a timely manner.

- F. Anyone who habitually or flagrantly disregards the traffic regulations may be subject to disciplinary action. Those who continue to park on university property after their privileges have been revoked may have their vehicles towed.