



ROANOKE
COLLEGE®



Resident



Commuter

Motor Vehicle Policy and Student Parking

Campus parking is a privilege and students are expected to abide by the parking regulations as well as local and state motor vehicle laws. The following rules and procedures provide for the orderly and safe operation of vehicles on campus. The college assumes no responsibility or liability for the care or protection of any vehicle or its contents while operated or parked on college property.

REGISTRATION OF MOTOR VEHICLES

All motor vehicles (including motorcycles) must be registered with the Office of Campus Safety located at 9 North College Avenue. Information needed for vehicle registration includes: make, model, color, year of vehicle, license plate number. The Roanoke College student identification number and a local address are also required.

A. Registration Requirements

1. A student must be enrolled for the current academic session at Roanoke College.
2. The vehicle must comply with all state inspection and registration requirements of the owner's state of residence.
3. All vehicles must be covered by liability insurance consistent with the minimum requirements of the State of Virginia.
4. The student must have a valid operator's license from their state of residence.
5. The student's motor vehicle privileges must not be in a revoked status by the college.

B. Mopeds / Scooters

Mopeds, as defined by the Code of Virginia (section 46.2-100), must be registered with Campus Safety and display the appropriate campus parking decal (Resident, Commuter, Faculty/Staff). No parking fee is required. All campus parking and vehicle operation policies apply to mopeds. Mopeds may be parked at campus bicycle racks in addition to parking spaces in lots for which the decal applies. Mopeds may only be driven on brick paver walks in order to travel directly from a street or campus drive to the nearest bicycle rack. In the event that a student has a car or truck registered in addition to a moped, only one may be parked on campus at any given time. A motorized scooter that does not meet the state code definition of a moped and displays state tags is a motorcycle and must be registered, display a decal, and pay the annual student parking fee.

C. Parking Fee and Decals

There is an annual, non-refundable registration fee of \$75 for each student vehicle utilizing college parking facilities. The fee must be paid at the time the student's vehicle is registered with the Office of Campus Safety. A parking decal will be issued after payment of the parking fee. Students may only register one vehicle.

Decals are valid from August 15, 2018 through August 15, 2019. There is no parking fee for students with vehicles on campus while attending Summer School sessions; however, vehicles must be registered and display a parking decal. Payment of the annual parking fee does not guarantee a parking space in a particular lot. Parking lots are for the use of students during the terms in which they are enrolled. Vehicles must be moved within 5 days after the end of the term.

Use of campus parking lots for long term storage of disabled or surplus vehicles is not permitted. If a matriculating student wishes to leave his or her vehicle in a parking lot during breaks between college terms, notification must be made to and permission granted by the Office of Campus Safety.

A student registering a vehicle is responsible for the decal until the date of expiration or the date the Office of Campus Safety is notified of the loss or destruction of the decal. The Roanoke College parking decal must be removed from your vehicle upon graduation, leaving college, trade of vehicles, or any change in vehicle status.

PARKING DECALS MUST BE PLACED IN A VISIBLE POSITION ON THE LEFT-HAND SIDE OF THE VEHICLE'S REAR BUMPER, LEFT-HAND SIDE OF THE REAR OUTSIDE WINDOW, OR SECURELY ATTACHED TO THE LEFT-HAND INSIDE REAR GLASS OF THE VEHICLE.

D. Guests and Temporary Permits

Guests and visitors of the campus community must obtain a guest permit through the Office of Campus Safety. Temporary permits are issued for valid reasons such as borrowed or rented cars. Guest and temporary permits are issued for specific periods of time at no charge and are under the same rules and regulations as permanent registrations. Hosts are responsible to see that guests are familiar with and abide by campus parking regulations.

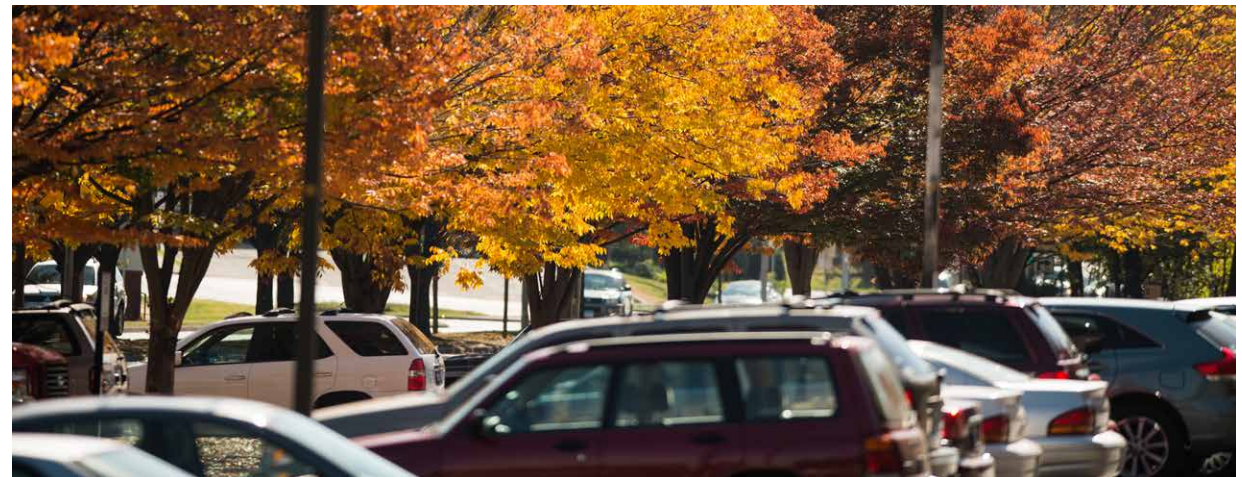
E. Parking Zones

College parking lots are color coded and numbered to identify the designation for a particular lot. Parking decals are color coded accordingly. Students may only park in lots that correspond to their status as either a residential or commuter student*.

Blue Lots	Commuter students. <i>Elizabeth Campus students receive commuter decals.</i>
Yellow Lots	Residential students.
Maroon Lots	Faculty and Staff.
Green Lots	Reserved 24 hours / 7 days a week for Visitors.

**Students may park in Maroon Lots (with the exception of P13 at Chalmers Hall and P10 Upper Olin) from 5 p.m. until 2 a.m. on Monday–Thursday and from 5 p.m. on Fridays until 2 a.m. on Monday.*

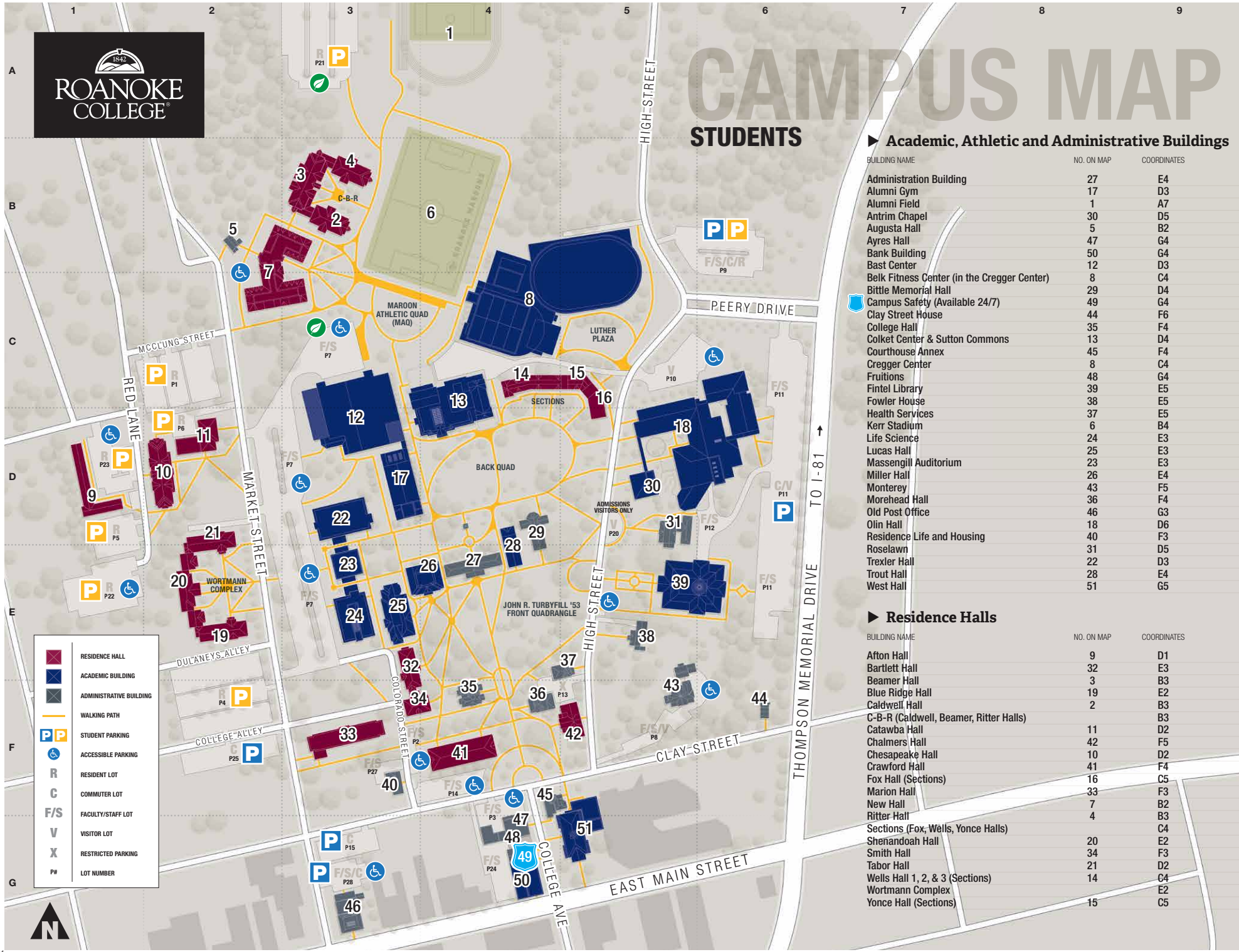
**Residential Students may park in Blue Lots from 5 p.m. until 2 a.m. on Monday–Thursday and from 5 p.m. on Fridays until 2 a.m. on Monday.*





CAMPUS MAP

STUDENTS



- RESIDENCE HALL
- ACADEMIC BUILDING
- ADMINISTRATIVE BUILDING
- WALKING PATH
- STUDENT PARKING
- ACCESSIBLE PARKING
- RESIDENT LOT
- COMMUTER LOT
- FACULTY/STAFF LOT
- VISITOR LOT
- RESTRICTED PARKING
- LOT NUMBER

Academic, Athletic and Administrative Buildings

BUILDING NAME	NO. ON MAP	COORDINATES
Administration Building	27	E4
Alumni Gym	17	D3
Alumni Field	1	A7
Antrim Chapel	30	D5
Augusta Hall	5	B2
Ayres Hall	47	G4
Bank Building	50	G4
Bast Center	12	D3
Belk Fitness Center (in the Cregger Center)	8	C4
Bittle Memorial Hall	29	D4
Campus Safety (Available 24/7)	49	G4
Clay Street House	44	F6
College Hall	35	F4
Colket Center & Sutton Commons	13	D4
Courthouse Annex	45	F4
Cregger Center	8	C4
Fruitions	48	G4
Fintel Library	39	E5
Fowler House	38	E5
Health Services	37	E5
Kerr Stadium	6	B4
Life Science	24	E3
Lucas Hall	25	E3
Massengill Auditorium	23	E3
Miller Hall	26	E4
Monterey	43	F5
Morehead Hall	36	F4
Old Post Office	46	G3
Olin Hall	18	D6
Residence Life and Housing	40	F3
Roselawn	31	D5
Trexler Hall	22	D3
Trout Hall	28	E4
West Hall	51	G5

Residence Halls

BUILDING NAME	NO. ON MAP	COORDINATES
Afton Hall	9	D1
Bartlett Hall	32	E3
Beamer Hall	3	B3
Blue Ridge Hall	19	E2
Caldwell Hall	2	B3
C-B-R (Caldwell, Beamer, Ritter Halls)		B3
Catawba Hall	11	D2
Chalmers Hall	42	F5
Chesapeake Hall	10	D2
Crawford Hall	41	F4
Fox Hall (Sections)	16	C5
Marion Hall	33	F3
New Hall	7	B2
Ritter Hall	4	B3
Sections (Fox, Wells, Yonce Halls)		C4
Shenandoah Hall	20	E2
Smith Hall	34	F3
Tabor Hall	21	D2
Wells Hall 1, 2, & 3 (Sections)	14	C4
Wortmann Complex		E2
Yonce Hall (Sections)	15	C5

GREEN LOTS VISITOR/GUEST PARKING AREAS

- P7 Bast Center
- P8 Monterey Guests
- P10 Upper Olin Hall
- P11 Lower Olin Hall (east section)
- P20 Roselawn (Admissions Guests)

YELLOW LOTS RESIDENTIAL PARKING AREAS

- P1 Intersection of McClung and Market Street
- P4 Market Street
- P5 Red Lane
- P6 Catawba Hall
- P9 North High Street / Cregger Center
- P21 Hawthorn Road
- P22 Red Lane (Chesapeake)
- P23 Afton Hall

BLUE LOTS COMMUTER PARKING AREAS

- P9 North High Street / Cregger Center
- P11 Lower Olin Hall (east section)
- P15 Intersection of Clay and Market Street
- P25 Market Street
- P28 Old Post Office (103 E. Main Street)

MAROON LOTS FACULTY/STAFF PARKING AREAS

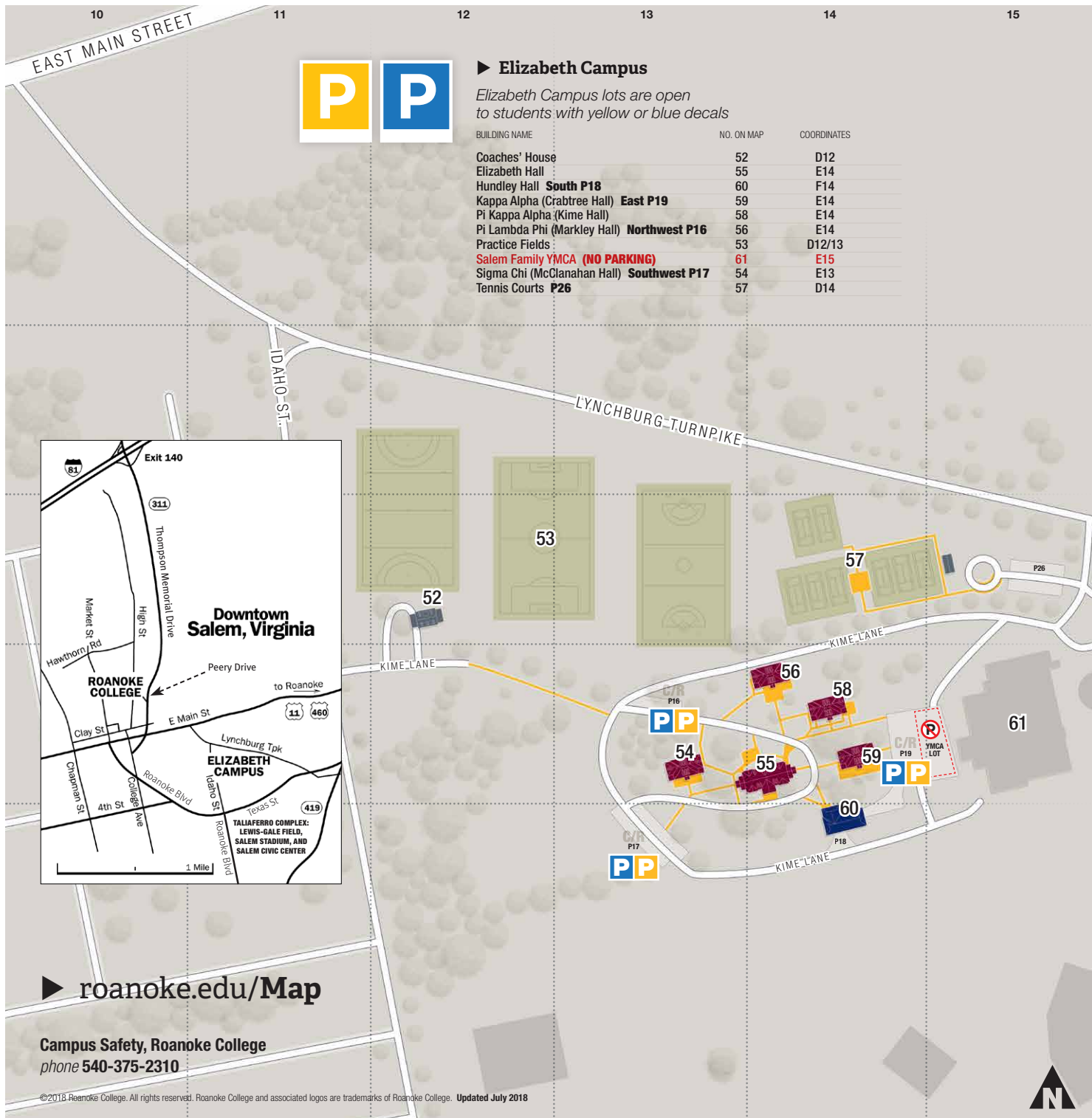
- P2 Crawford Hall (west)
- P3 Intersection of Clay and College Avenue
- P7 Life Science, Trexler, Bast Center
- P8 Monterey
- P9 North High Street / Cregger Center
- P11 Lower Olin Hall (west section)
- P12 Behind Roselawn
- P13 Chalmers Hall
- P14 Crawford Hall (south)
- P24 Behind College Avenue Buildings and Bank
- P27 Residence Life (105 N. Colorado Street)
- P28 Old Post Office (103 E. Main Street)

WHEELCHAIR-ACCESSIBLE

- P2 Crawford Hall (west)
- P3 Intersection of Clay and College Avenue
- P7 Bast Center
- P8 Monterey
- P10 Upper Olin Hall
- P14 Crawford Hall (south)
- P22 Red Lane (Chesapeake)
- P23 Afton Hall
- P28 Old Post Office (103 E. Main Street)
- N/A Fintel Library, West Hall, and New Resid. Hall

LOW-EMISSION/FUEL-EFFICIENT VEHICLE

- P7 Bast Center
- P21 Hawthorn Road



VIOLATIONS

Operators of a motor vehicle on the property of Roanoke College are expected to obey all signs and rules regulating traffic flow and parking as well as directives or instructions given by Campus Safety staff. The college enforces campus motor vehicle policies by issuance of citations for violations. As Special Conservators of the Peace, appointed by the Salem Circuit Court, Campus Safety Officers have certain police powers and arrest authority on the campus. Officers can enforce state and local traffic law violations that occur on campus.

A. Parking and Operational Violations and Fines

- These violations carry a **\$25 fine** and are **non-appealable**.
 - Parking in a lot or parking space for which the decal issued does not apply
 - Parking in such a manner as to take up more than one space
 - Motorcycles or other gasoline powered vehicles may not be stored inside any building
 - Parking after designated hours in timed student spaces
 - Blocking a dumpster
 - Parking in a designated Fire Lane
 - Removal of vehicle immobilizer device
- These violations carry a **\$25 Fine**.
 - Parking where prohibited by sign or yellow marking on the pavement
 - Blocking another vehicle
 - No decal displayed or improper displayed decal
- These violations carry a **\$50 fine**.
 - Driving too fast for conditions: The campus speed limit is 5 m.p.h.
 - Driving the wrong way on a one way road
 - Operating a vehicle in areas other than parking lots and roadways
 - Reckless Driving (see #5)
 - Disobeying a stop sign
- These violations carry a **\$100 fine** and are **non-appealable**.
 - Failure to register vehicle and pay annual parking fee
 - Fifth and each subsequent parking violation during the school year
 - Parking in a handicapped space without displaying a handicapped permit
 - Driving on grassed areas of the campus
 - Driving on the running track or athletic fields
- Due to the level of seriousness these moving violations are violations of the **Student Conduct Code** and students may be referred to the college conduct system for adjudication:
 - Reckless driving or operating a vehicle in an unsafe manner
 - Driving Under the Influence of Alcohol or Drugs (DUI)
 - Other serious moving violations such as hit-and-run

(Drunk driving and reckless driving on private property (the campus) are violations of Virginia State traffic laws and student violators are subject to arrest by Campus Safety or Salem Police Officers).

B. Multiple Violations

Multiple citations can be issued for continuous violations on the same calendar day.

C. Repeat Violations / Revocation of Parking Privileges

Accrual of six or more violations within one academic year (August through July) will place a student's parking privileges in jeopardy. For the first four citations, the fine will be the standard designated amount. **The fifth and each subsequent violation will incur a \$100 fine.** Upon accrual of six citations the student's parking privileges are placed in a probationary status and the registrant is required to meet with Campus Safety staff to discuss parking. Additional citations will result in revocation of the student's campus parking privileges. Vehicles in a revoked status will be towed from the campus at the owner's expense. (Section G below). Serious moving violations such as DUI may result in immediate revocation.

▶ roanoke.edu/Map

Campus Safety, Roanoke College
phone 540-375-2310

D. Payment of Fines

The placing of the issue copy of the citation on an automobile is considered proof that the operator received the citation and serves as the only notice for payment of fines. Students are responsible for all violations accrued by their registered vehicles regardless of who drove or parked the vehicle. Fines are paid at the Business Office (located on the first floor of College Hall) between the hours of 8 a.m. and 4:00 p.m. on weekdays or by using the citation envelope via U.S. or campus mail. After fines are posted to a student's account, payment may also be made online through the MyRoanoke student portal.

E. Appeals

Certain violations are appealable (see section A of violations). Appeal forms are available online at webapps.roanoke.edu/parking and must be submitted within 14 days of receiving the citation. Appeals must be based on facts and include the citation number as well as the receipt showing that the fine has been paid. You will be informed of the action on your appeal by email. If the appeal is accepted, your record of citations will be changed accordingly and the fine amount will be refunded.

F. Right to Tow Vehicles

The college reserves the right to tow vehicles from Roanoke College property at any time, with or without prior notice, and at the owner's expense. Violations where towing could result are:

1. Blocking service or emergency lanes
2. Vehicles not registered with the College
3. Vehicles in a revoked status
4. Blocking dumpsters
5. Parking in a handicapped parking space
6. All abandoned or disabled vehicles that remain on the premises in excess of five days unless otherwise permitted by the Office of Campus Safety (see section B of this policy)
7. Virginia State law allows for the seizure and sale of abandoned vehicles.

G. Vehicle Immobilizer

Section 46.2-1231 of the Code of Virginia permits immobilization of trespassing vehicles on private property. When this device is applied to a vehicle, it will carry a \$50.00 fine to be collected before the equipment may be removed. Attempts at unauthorized removal of the equipment which result in damage to the "Denver Boot" will result in the levying of a repair or replacement fee up to \$350.00 and disciplinary action. Unidentified student vehicles are considered as trespassing vehicles as defined by the above Code of Virginia and are subject to being booted.

H. Taxation Notice

Roanoke College resident students who are from Virginia may be subject to personal property taxes on their vehicle to the City of Salem. It is recommended that such students contact the Commissioner of Revenue's Office for the City of Salem at 375-3019 to determine their tax status.



► roanoke.edu/Safety

221 College Lane ♦ Salem, Virginia 24153-3794

Tel. 540-375-2310, 540-375-2500

email: CampusSafety@roanoke.edu