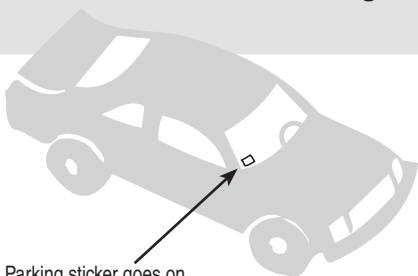




# ***ParkingGuide & CampusMap***

## **Vehicle Registration & Procedures For Traffic & Parking**



Parking sticker goes on  
passenger windshield

***Parking permit REQUIRED to park on campus.***

Use website

***[www.oswego.edu/parking](http://www.oswego.edu/parking)***

- for online registration
- for more information

Use email

***[parking@oswego.edu](mailto:parking@oswego.edu)***

- for appealing parking tickets
- for parking questions



**OSWEGO**  
STATE UNIVERSITY OF NEW YORK

# Vehicle Regulations & Procedures for Registration, Traffic & Parking

Resolved that the amendments to the Regulations for Vehicular and Pedestrian Traffic and Parking adopted by the Council at the State University of New York at Oswego, Part 583 of Title 8 of the Official Compilation of Codes, Rules and Regulations of the State of New York be, and hereby are, approved in accordance with resolution 72-186 adopted August 17, 1972, as last amended by Resolution 81-194 adopted September 23, 1981 (Part 560 of Title 8 of the Official Compilation of Codes, Rules and Regulations of the State of New York).

## PART 583

### Section 583.1 Mission Statement of Purpose Section

This Part is intended to safeguard the general welfare of the college community members and guests and to promote order and ease of movement on the campus by supplementing the New York Motor Vehicle and Traffic Law, which is in full force and effect on the campus.

### Section 583.2 Application of Part and Jurisdiction

- a. This Part shall govern the operation and parking of vehicles by students, faculty and other staff, licensees, invitees, and all other persons, whether or not presence is authorized, upon the campus of the State University of New York at Oswego, and also upon or with respect to any other premises or property under the control of said College. Any violation of any section of the Vehicle and Traffic Law or any applicable order of the Department of Transportation shall be punishable as provided by such law. Such laws may be enforced in any courts having jurisdiction. A complaint regarding any violation of the Vehicle and Traffic Law or any county or municipal traffic ordinance law, order, rule or regulation applicable on the campus shall be processed in accordance with applicable law.
- b. While supplementing the jurisdictional application of this Part to parking lots on the subject premises, the laws regulating use of vehicles promulgated by the State of New York shall apply exclusively on campus roadways.

### Section 583.3 Definitions

- a. "College Community Member"—every person who is officially affiliated with the State University of New York at Oswego, in a full-time or part-time capacity, as student and/or faculty or staff member and every employee, board member or officer of any organization over which the State University of New York at Oswego has direct or indirect control.
- b. "Student"—any person registered as a student at the State University of New York at Oswego for the purpose of attending classes. This definition includes persons registered as undergraduate, graduate, extension, non-matriculated and special students. Full time students are those registered for 12 or more credit hours. Part time students are those registered for 11 hours or less.
- c. "Subject Premises"—the campus of the State University of New York at Oswego and any other premises or property under such college's control.
- d. "Vehicle"—every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, except devices moved by human power.

### Section 583.4 Vehicular Regulations and Procedures

#### a. Registration of Vehicles

1. Every employee, student and visitor shall register each vehicle which he or she may operate or park on the subject premises. Vehicle must be legally owned by registrant or family member.

**Registrants must display their state vehicle registration card to the staff at parking services prior to registering the vehicle. This is to affirm ownership, validity and campus affiliation.**

- i. Each vehicle to be operated or parked on said premises by a member of the college community shall display current, legible college vehicle identification stickers, permanently affixed on the INTERIOR of the vehicle's lower right (passenger side) front windshield in a manner that will make them visible and legible from the front of the vehicle (not upside down). Parking stickers are not transferrable. Taping or clipping such stickers is not considered as being permanently affixed. Motorcycles and motor scooters shall display sticker on front right forks next to inspection sticker.
  - ii. Registration stickers shall be obtained by filing a vehicle registration application for each vehicle with payment of a registration fee as approved by the chancellor or designee for each application which fee shall be subject to the provisions of any collective bargaining agreement covering State employees. Such application may be filed and such fee may be paid at the office of the University Police Department, or such other place as may be designated, on or before the fifth day after college community membership status is acquired. Such registration(s) shall be effective for the academic year in which issued. Registration(s) shall be renewable annually during the month of August by reapplication and payment as provided therein.
  - iii. All changes in the State license or registration of a motor vehicle registered as provided herein shall be reported immediately to the University Police Department and registration(s) shall be revised upon payment of a fee as approved by the chancellor or designee.
2. Licensees and invitees (including all other persons whose presence on the subject premises is authorized). Every such person shall register each vehicle which he or she may park on the subject premises by obtaining a visitors' parking permit from the University Police Department. Such permit shall be obtained prior to parking on the subject premises, and shall be effective for a period designated in writing by the issuing officer on said permit.
  3. Handicapped parking is reserved throughout the campus in numbered lots. We honor state handicapped hang tags which must be displayed.

**University Police will criminally prosecute any person(s) who forge parking permits or provide false information on registration cards or business records.**

#### b. Vehicular Parking

1. General Prohibitions. No motor vehicle shall be parked in or on any of the following areas: (Vehicles parked in these areas are subject to tow at the owner's expense.)
  - i. Campus roadways;
  - ii. Fire lanes, within 20 feet of any fire hydrant, any outside standpipe, or any emergency zone so as to interfere with the use of the foregoing;
  - iii. Service areas or loading docks
  - iv. Sidewalks and pedestrian walkways;
  - v. Any area in which the parking of any motor vehicle may impede ingress to or egress from any building by any pedestrian or authorized vehicle;
  - vi. Crosswalks;
  - vii. Any area in which parking may be restricted by the college as provided herein;

viii. Employee, commuter lots, or 45-minute areas, between 12 midnight and 6 a.m., and

ix. On subject premises outside the boundary of parking lots.

#### 2. Parking in lots

i. Every vehicle parked in a parking lot shall be so parked as to be located within the confines of the parking space as may be designated by stripes painted on the lot surface.

#### ii. Authorized parking

a. Vehicles for which an effective visitor's parking permit has been issued shall be parked only in a lot for which special authorization has been granted in writing on the visitors' parking permit.

b. Any vehicle for which a campus community member has obtained registration shall be parked in the appropriate lot according to such member's status at the college and as designated on such member's registration sticker. Vehicles with a properly displayed commuter or resident permit are allowed to park in employee lots from 5pm to midnight Monday- Friday and 7am – midnight on the weekend. Vehicles with commuter permits are not allowed to park in resident parking lots without obtaining a temporary permit from the parking office or University Police.

c. "Resident Zoned Parking" - The campus resident zones are defined as East Zone, Center Zone, and West zone (see map and signage). Residents must display a valid parking permit and are required to park in the zone that corresponds to their resident hall address. Residents are not allowed to park in other resident zones or commuter lots at any time.

d. No college community member shall park in any area posted as reserved without first having been issued a reserved area parking sticker or other authorization from the University Police Department.

e. The parking lots are designated on parking map and legend (see over). Excepting however, that the college reserves the right to restrict or otherwise control the use of authorized spaces in all parking areas.

iii. Parking fees as approved by the chancellor, or designee, shall be charged for motor vehicles parked within designated lots, consistent with applicable collective bargaining agreements and in accordance with guidelines established by the chancellor or designee. Such guidelines shall provide that the determination of the amount of the fee be substantially based on an analysis of the costs attributable to the operation and maintenance of the parking facilities owned and operated by the State University of New York at Oswego.

3. The parking of any vehicle in any way other than as specified herein or the parking of any vehicle for which a college registration or visitors' parking permit has not been issued shall constitute a violation of this Part by the person in whose name said college registration or permit has been issued, except that vehicles owned by the State of New York or the Auxiliary Services Association of this college need not be registered by the college.

#### c. Vehicular Operation. No vehicle shall be operated:

1. at a speed in excess of 20 miles per hour, or where otherwise posted at a speed in excess of such posted speed limit; and/or
2. in a reckless or careless manner or at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing, and/or
3. with disregard to any traffic sign, signal, and/or pavement markings; and/or
4. on any sidewalk, pedestrian walkway or lawn.

## Section 583.5 Miscellaneous Regulatory Provisions and Rules

### a. No person shall:

1. operate a motor powered snow sled or snowmobile on the subject premises without prior approval of the chief administrative officer or his/her duly authorized designee;
  2. provide any false or misleading information, whether by act or omission, when applying for any registration or permit pursuant to this Part or when otherwise required or requested by a college official to provide information concerning the operation or parking of a vehicle on the subject premise or grounds;
  3. abandon a vehicle on the subject premises or grounds;
  4. operate or park a vehicle on the subject premises or grounds if the registration or permit for any vehicle under such person's control, by reason of ownership or otherwise, has been revoked or a registration application or permit request made by such person has been denied.
- b. All vehicular accidents occurring on the subject premises or grounds shall immediately be reported to the University Police Department by the involved person(s).
- c. Every registrant or permittee in whose name a vehicular registration or permit has been issued as provided herein, shall be primarily responsible for the operation and/or parking of the vehicle on the premises or grounds by any person using or operating the vehicle with the permission, express or implied, of such registrant or permittee.
- d. *Regulations related to snow removal:*
1. Resident students must move their vehicles from resident lots for snow removal following posting of this requirement in residence halls. Posting will be completed no less than six hours prior to commencement of snow removal operations. ***Vehicles not removed may be ticketed and towed at the owner's expense.***
- e. 1. Vehicles left on the subject premises through Thanksgiving recess, winter recess and spring recess must be parked in lots designated by University Police Department for that purpose.
2. No vehicles are to be left on the subject premise through the summer recess (from date of spring graduation until the beginning of the next fall semester).

## Section 583.6 Lack of Space and/or Intent:

### No Defense

The lack of space in which to park a vehicle in compliance with this Part and/or the lack of intent to commit a violation of any section hereof shall be no defense in any action concerning any such alleged violation.

## Section 583.7 Adjudicatory Procedures

Violation of this Part shall be determined in accord with the following procedure:

- a. A complaint regarding any violation of this Part shall be in writing reciting the time and place of the violation and the title, number or substance of the applicable regulation.
1. The citation shall be subscribed by the officer witnessing the violation and shall be served upon the alleged violator or attached to the vehicle involved.
  2. The citation shall indicate the amount of the time assessable for the violation, and shall state that if the person charged does not request a hearing on the violation prescribed herein, the fine shall be paid at University Police Parking Office within five calendar days after the service of the citation.

3. The citation shall recite that if the fine has not been paid, a hearing may be requested within two business days after service of the charges by such alleged violator's appearing in person or responding by mail at the University Police Parking Office or such other place as may be designated on the citation.
  4. Appeals for citations may be emailed to *parking@oswego.edu* within two business days of receipt of the ticket.
  5. The citation shall recite that if the alleged violator fails to appear at the time and place fixed for the hearing or should no hearing be requested as provided herein, an appropriate penalty shall be imposed upon the violation alleged.
- b. A hearing officer or board, the membership of which shall not exceed three persons, shall hear complaints for violation(s) of these Parts. Such hearing officer or board shall not be bound by the rules of evidence but may hear or receive any testimony or evidence which is, in the discretion of the officer or board, directly relevant and material to the issues presented.
- c. At the conclusion of the hearing or not later than five business days thereafter, such hearing officer or board shall file a report in its official records and shall transmit a notice of decision to the alleged violator. Such report for the official records of the hearing officer or board shall include:
1. the name and address of the alleged violator; and
  2. the time and place where the complaint was issued; and
  3. the regulation(s) violated; and
  4. a concise statement of the facts established on the hearing based upon the testimony or other evidence presented, and
  5. the time and place of the hearing, and
  6. the names of all witnesses; and
  7. each adjournment, if any, stating upon whose application and to what time and place it was made, and
  8. the decision (guilty or not guilty) of the hearing officer or board.

## Section 583.8 Penalties and Remedies

### a. Fines.

1. A violation of any procedure, rule or regulation contained in sections 583.4 and 583.5 of this Part shall be punishable by a fine of \$20. **Unauthorized parking in Reserved, Handicap Reserved or firelane will be punishable by a fine of \$75** Fines are payable in cash, check, or credit card, to the State University at Oswego within two business days from the date of the hearing officer's opinion if a hearing is requested. Otherwise, within five calendar days of the citation issuance.
  2. The prosecution and collection of fines involving all other persons shall be in accordance with applicable law.
- b. *Revocation of Vehicular Registration.* Upon a finding that 10 or more violations of this Part for which fines are paid or unpaid, have been incurred during one vehicular registration period (commencing in the month of August, or such time thereafter when vehicular registration or renewal was effected, and extending to the first day of August of the following calendar year), such vehicular registration(s) as may be issued in the name of such offending registrant may be revoked for the duration of the effective registration period; and such person may be barred from applying for any vehicular registration or renewal during said period of revocation.
- c. ***Removal of Vehicles. In addition to the penalties prescribed herein, the college may remove or have removed by towing or otherwise, at the expense of removed vehicle's owner or registrant, any vehicle which is parked in violation of these regulations.***



# State University of New York at Oswego

## WHERE CAN I PARK?

| Lot #   | Location                     | Authorized Parking by:                                |
|---------|------------------------------|---|
| E-1     | West of Walker Health Center | Employees   |
| E-2     | Maintenance Complex          | Employees   |
| R-3     | Rudolph Road - Lakeside      | East Zone Campus Resident Students                    |
| R-4     | Lakefront                    | East Zone Campus Resident Students                    |
| EC-5    | South of Laker Hall          | Employees; Commuter Students; Shuttle Service         |
| E-6     | Culkin Circle                | Employees   |
| EC-7    | South Athletic Field         | Employees; Commuter Students; Shuttle Service         |
| C-8     | Washington Blvd.             | Commuter Students                                     |
| R-9     | South of Cooper Hall         | Center Zone Campus Resident Students                  |
| E-10    | North of Campus Center       | Employees   |
| R-11    | West Zone                    | West Zone Campus Resident Students                    |
| R-11A   | Temporary Overflow           | West Zone Campus Resident Students                    |
| R-12    | North of Seneca Hall         | West Zone Campus Resident Students                    |
| R-13    | West Zone                    | West Zone Campus Resident Students                    |
| C-15    | Washington Blvd.             | Commuter Students (east side only)                    |
| E-15    | Washington Blvd.             | Employees (west side only)                            |
| E-17    | North of Poucher Wing        | Employees   |
| R-17    | North of Poucher Wing        | East Zone Campus Resident Students (north row only)   |
| C-18    | South of Cooper Hall         | Temporarily Commuter Students (south three rows only) |
| E-18    | South of Cooper Hall         | Employees   |
| R-19    | East of Mackin Complex       | East Zone Campus Resident Students                    |
| Lot 20* | Walker Health Center         | Patients; Health Center Employees                     |
| E-23    | North of Rich Hall           | Employees   |
| R-24    | County Route 89              | West Zone Campus Resident Students                    |
| C-25    | Sheldon Avenue               | Commuter Students                                     |
| E-27    | East of Sheldon Hall         | Employees   |
| E-29    | West of Sheldon Hall         | Employees   |
| C-30    | Newman Center                | Commuter Students                                     |
| E-31    | West of Campus Center        | Reserved only, Employees                              |
| C-32    | West End Avenue              | Commuter Students                                     |
| E-33    | East of Building 20          | Employees   |
| R-80    | The Village                  | Village Residents only                                |
| R-90    | The Village                  | Village Residents only                                |
|         | South of Romney              | Reserved & Handicapped parking                        |
|         | West of Laker Hall           | Reserved only   |
|         | Seneca Drive                 | 45 minute parking                                     |
|         | Onondaga Drive               | 45 minute parking                                     |
|         | Hart/Funnelle                | Reserved only   |
|         | South of Sheldon Hall        | 30 minute parking                                     |
|         | C-8 West                     | Reserved for Electric and Low Emissions Vehicles      |

\* Temporarily closed for renovations.

## MAP LEGEND

E = Employee

C = Commuter

R = Resident

East Zone

Center Zone

West Zone

Residential Parking permits are **designed by zone**. Campus residents housed within a particular zone will only be permitted to park in unreserved resident lots within that zone. Vehicles parked outside of their permitted zone will be subject to ticketing.

V = Registered Visitor

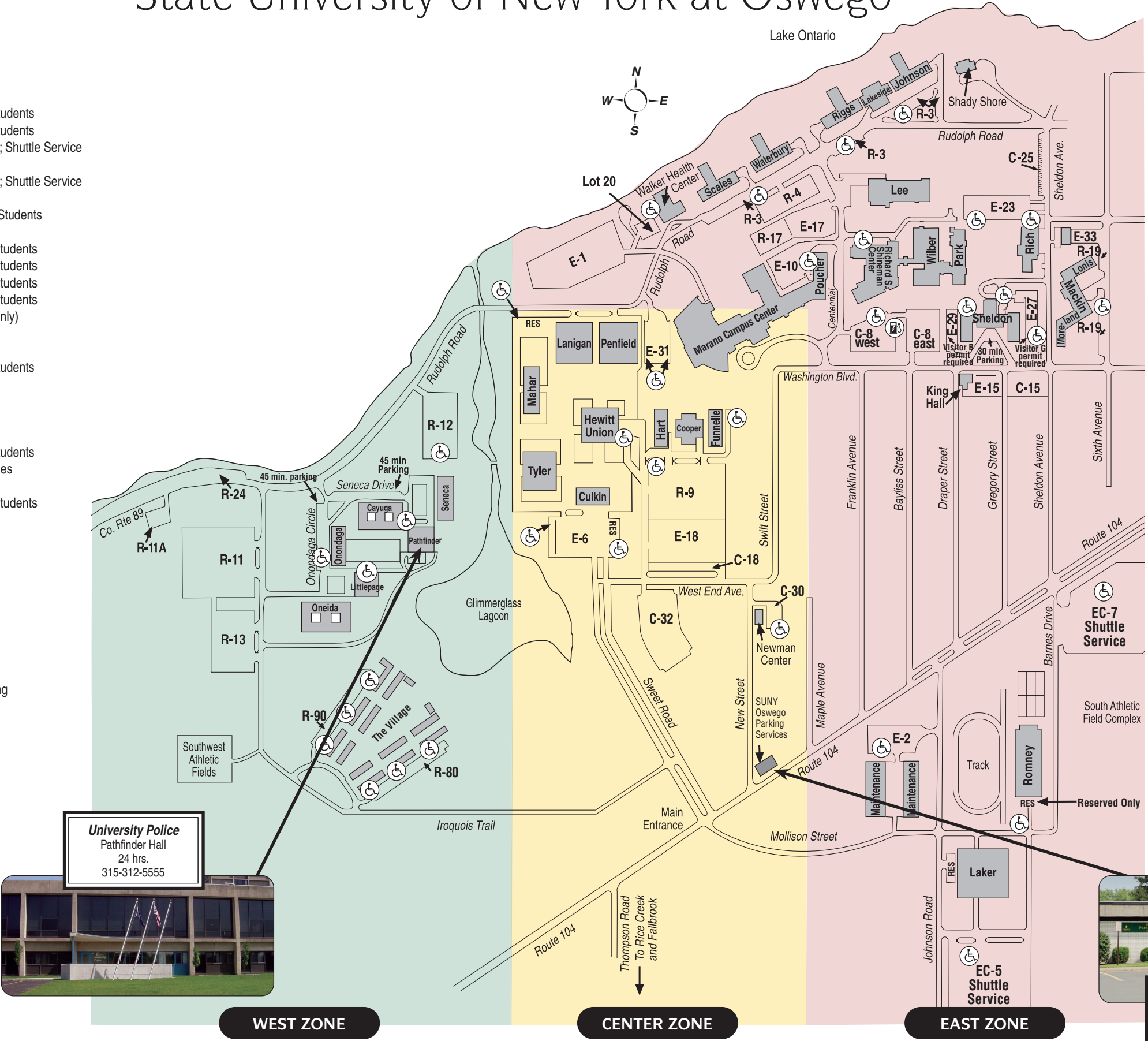
**ALL VISITORS** must register with the Parking Services Office. Temporary and Visitor Parking Permits are available at the University Police Department in Pathfinder Hall (315-312-5555) when the Parking Services Office (315-312-3227) is closed or online at [www.oswego.edu/parking](http://www.oswego.edu/parking).

Visitor B-permits & Visitor G-permits are available from the sponsoring office or from the Parking Services Office.

Handicapped Parking

Those with both valid Campus Permit and Handicapped Permit may park in any numbered lot in addition to designated Handicapped parking. Parking is available for persons with special medical needs in every parking lot. See regulations 583.4 (3) for procedures.

RES = Reserved



### OVERNIGHT PARKING

between midnight and 6 a.m.  
in Campus Resident Student Lots  
**ONLY**

University Police  
Pathfinder Hall  
24 hrs.  
315-312-5555

Parking Services  
7:30 a.m. – 4 p.m., Mon. – Fri.  
315-312-3227