

# **Davis Technical College**

## **Parking Policy and Procedures**

**Effective Date: 14 April 2025**  
**Administrative Policy**  
President's Council Approval: 14 April 2025  
Revised: 14 April 2025 2025

### **1. Purpose**

Rules, regulations, and procedures are established to facilitate convenient, organized, safe travel, and parking.

- 1.1. Standards and policies of the school in regard to unsafe driving and parking.
- 1.2. Legal and institutional sanctions that can be imposed for misconduct in this area.
- 1.3. Potential violations related to handicapped parking and red curb areas.

### **2. Statement of Policy**

- 2.1. All state traffic rules, laws, and advisory directions must be followed.
- 2.2. All parked vehicles must be in appropriately marked stalls. Parking is free and permits are not required.
  - 2.2.1 Parking of personal vehicles is prohibited in the compounds, Service Yards, Shops, and Labs.
    - 2.2.1.1 Employees authorized to operate a fleet vehicle for official travel may, during an authorized overnight trip, park their personal vehicle within the motor pool compound for security and convenience. Prior to parking, the employee must adhere to all established security and access procedures and coordinate with the security office.
  - 2.2.2. Parking is not permitted along the curbs, especially those marked in red.
  - 2.2.3. The visitor stalls on Simmons Way Road are reserved for the exclusive use of guests and are not for routine student or employee parking.
  - 2.2.4. Vehicles in a designated handicapped stall must display the appropriate license plate or tag.
  - 2.2.5 Employees, students, and visitors are subject to a warning for not complying with parking regulations.
- 2.3. Overnight parking is allowed with permission from the Safety and Risk Manager or designee.

### **3. Reporting Process**

- 3.1. Employees who observe unsafe operation or parking practices shall report their observations to the Security Department with all pertinent information that is related to the alleged violation.
- 3.2. Emergency response to critical concerns can and should be reported to local law enforcement.

### **4. Sanctions for Violations**

- 4.1. Davis Tech has contracted with Kaysville Police Department for law enforcement services on campus. Kaysville Police will enforce all traffic laws, both traffic and criminal on the College campus.
- 4.2. Local law enforcement may issue a citation or warning depending on Officer discretion.
- 4.3. Violators are liable for any towing and impound fees.
- 4.4. Repeat violations by students, staff or faculty will be subject to administrative action.