



Department of Campus Safety

9200 Valley View, Building # 9, Cypress CA. 90630
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- 1. These regulations apply to ALL PERSONS who drive or park within the Cypress College campus area.
- 2. Citations are written by Cypress College Safety Department

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The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices. The District is also committed to maintaining campuses that are free of harassment, drugs, and alcohol. A copy of the District’s full policy on nondiscrimination, sexual harassment, sexual assault treatment and counseling, and maintenance of a drugs-free environment is available in the District’s Human Resources Office.

Revised 04/2019



Parking, Permit and Traffic Regulations

Division 1 – Definitions

Section I – Definitions
Whenever in these Regulations the following terms are used, they shall have the meaning respectively ascribed to them in this section:

Campus: The North Orange County Community College District (NOCCCD) – Cypress College.

Campus Safety Officer / District Safety Officer: A Non-Sworn, Public Officer employed by the NOCCCD authorized to issue parking citations on District premises for violations of parking regulations established by the District. AP 7600 2.7.2

District Employee: A certificated or non-certificated employee of the NOCCCD authorized by the Governing Board, Chancellor, or President of Cypress College, to direct, regulate and enforce traffic and parking regulations on the Cypress College Campus.

Driveway: Any portion of roadway and the adjacent curb area, if any, and the adjacent sidewalk area, if any, designed to be used for vehicular access to a building service entry or service area.

Loading Zone: That place adjacent to a curb reserved for the exclusive use of vehicles for the sole purpose of loading and/or unloading passengers or materials.

No Parking Zone: A place where stopping, standing, or parking is prohibited, whether the vehicle is attended or unattended, except when necessary to comply with the directions of a police officer, traffic control device, or district employee.

Park or Parking: To stop or allow to stand any vehicle whether occupied or not, otherwise than in obedience to direction of a police officer, traffic control device or district employee.

Parking Space: The space above an area marked by lines or the surface of a parking area designed to be occupied by a single vehicle.

Police Officer: Any person as defined in section 830 P.C. including, every member of the Police Department of the City of Cypress authorized by the Chief of Police to direct or regulate traffic or to make arrests for violations of the State of California Vehicle Code and/or the Cypress Municipal Code.

Reserved Parking Space, Permit Only: A parking space restricted to use during the time period shown on an appropriate traffic control device for the parking of a vehicle that is properly registered on the CYPRESS COLLEGE VIRTUAL PARKING SYSTEM authorizing parking therein on the date and time as authorized by the President and/or Appropriate Designee.

Specified/Temporary Parking Space: A specifically marked space where parking is restricted to vehicles performing a specific and/or temporary task or function NOT REQUIRING the registration of the vehicle on the CYPRESS COLLEGE VIRTUAL PARKING SYSTEM.

Division 2 – Administration

Section 2 - Administration
It shall be the duty of the Director of Campus Safety of Cypress College or designee to provide for the administration and enforcement of these traffic and parking regulations. His or her duties shall include, but not necessarily be limited to:

- a. Maintaining at the principal administrative office of Cypress College a copy of these regulations, with effective amendments, if any, or as amended, and making such copy available for examination by all interested persons.
- b. Preparing and making available for distribution at the Campus Safety Office of Cypress College copies of these regulations with effective amendments, if any, or as amended.
- c. Publishing these regulations, with effective amendments, if any, or as amended, and subsequent amendments thereto in the student newspaper, College Website, and various social media outlets. Publication of each subsequent amendment to the regulations shall be in the issue immediately preceding the effective date of such amendment.
- d. Providing for the procurement and issuance of virtual parking permits on the CYPRESS COLLEGE VIRTUAL PARKING SYSTEM authorizing parking in designated Reserved Parking spaces.

e. Providing for the appropriate marking of the surfaces of roadways, parking areas and curbs to designate crosswalks, parking spaces, reserved parking spaces of each type, loading zones, and no parking zones.

f. Providing for the posting of appropriate signs giving notice of special conditions or regulations governing speed limit; use of parking spaces, parking in loading zones, no parking in crosswalks, roadways and no parking zones, and such other regulations which are in addition to those contained in Vehicle Code, State of California.

g. Providing for the enforcement of these traffic and parking regulations. In the discharge of this duty the President or Director of Campus Safety is empowered to utilize the services of such personnel as he or she sees fit.

Division 3 - Enforcement and Obedience Regulations

Section 3 - Authority of Personnel

- a. It shall be the duty of the President, Cypress College, or appropriate designee, to take such disciplinary action as is authorized by section 10601, Education code, State of California, in the case of each student who continues to willfully disobey these Regulations, or openly and persistently defies the authority of enforcement personnel.
- b. District employees, when specifically authorized in writing by the Governing Board, or Chancellor of the North Orange County Community College District, or President, Cypress College, shall have the authority to direct or to regulate traffic on the Cypress College Campus, and it shall be the duty of such employees to report to the President, Cypress College, violators of traffic and/ or parking regulations.
- c. Authorization is hereby granted to members of the Police Department, City of Cypress, to issue citations or make arrests in the Cypress College Campus for the following violations:
 - (1) Violations of the vehicle laws of the State of California that are applicable to the ownership and/or operation of motor vehicles on the streets of the City of Cypress, and/or
 - (2) Violations of the traffic laws of the City of Cypress that are applicable to street traffic.

Section 4 - Obedience to Regulations and Enforcement Personnel
These regulations apply to all persons and all vehicles while within the limits of the Cypress College Campus. The obedience of all such persons to, and the operation of all such vehicles in accordance with these Regulations and the order, direction or signal of authorized enforcement personnel are mandatory, unless such persons or the operation of such vehicles are exempt from provisions of applicable portions of the Cypress Municipal Code, the State of California Vehicle Code, or these Regulations.

Division 4 - Traffic Control Devices

Section 5 - Traffic Control Devices and Enforcement
No provision of the California Vehicle Code, the Cypress City Traffic Ordinance or these Regulations, for which signs or markings or any other traffics control devices are required, shall be enforced against an alleged violator, unless appropriate signs or markings or other traffic control devices, giving notice of such provisions, are in place and sufficiently legible to be seen by an ordinarily observant person.

The North Orange County Community College District - Cypress College is under no obligation to mark or sign all areas where parking is prohibited. It is the responsibility of the vehicle operator to park in accordance with these regulations. Lack of signs does not imply lack of enforcement.

Section 6 - Curb Marking as Control Device
When curbs or edges of roadways are painted to indicate a parking regulation, the following colors only shall be used, and the colors shall indicate only as follows:

- a. RED to indicate no stopping, standing, or parking whether the vehicle is attended or unattended.
- b. YELLOW to indicate stopping, standing, or parking for the purpose of loading or unloading passengers or materials for such time as stated hereinafter.
- c. GREEN to indicate stopping, standing, or parking for a limited time as indicated on a traffic control device.

Section 7 - Defacing, Etc. Traffic Control Device
No person shall willfully deface, injure, move without authorization, or interfere with any traffic control device.

Division 5 - Traffic Pattern

Section 8 - Authority to Establish Traffic Pattern
The President, Cypress College, is authorized to establish a pattern of required turns and one-way traffic to facilitate the movement of traffic on the roadways for the Cypress College Campus. Appropriate traffic control devices shall indicate any traffic pattern to establish.

Section 9 - Authority to Enforce Traffic Pattern
When signs, markings or other traffic control devices are installed on the Cypress College Campus to establish a traffic pattern, no driver of a vehicle shall disobey the direction indications or limitations shown by such devices.

Division 6 - Special Stops Required

Section 10 - Authority to Establish Stops
The President, Cypress College, is authorized to establish a pattern of required traffic stops on roadways of the Cypress College Campus. A sign conforming to the requirements of Section 21400, Vehicle Code, shall indicate each such stop.

Section 11 - Obedience to Established Required Stops
When a vehicle on a campus roadway is required to stop before entering the intersection of such roadway with another roadway, the driver of such vehicle shall bring the vehicle to a complete stop and shall yield the right-of-way to other vehicles which have entered the intersection from the other roadway or which are approaching so closely on the other roadway as to constitute an Immediate hazard. A driver having so yielded may proceed, and the drivers of all other vehicles approaching the intersection shall yield the right-of-way to such driver.

Division 7 - Stopping, Standing, and Parking

Section 12 - Prohibited Stopping, Standing or Parking
No person, except as noted hereinafter, shall at any time, stop, leave standing or park any vehicle whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer, district employee, or traffic control device, in any of the following places within the Cypress College Campus:

- a. On a crosswalk, sidewalk, landscape, pedestrian walkway, concourse, driveway, forecourt or courtyard.
- b. On a roadway in a manner that obstructs the flow of traffic on such roadway.
- c. Adjacent to any vehicle stopped, parked or standing at the curb or edge of a roadway.
- d. In a no parking zone.
- e. Adjacent to a red line painted on the edge of such roadway.
- f. In any space, stall, or area, where authorized signs, painted curbs, ground or pavement markings, barriers, barricades, or other traffic control devices, whether permanent or temporary, prohibiting parking are in place.
- g. Other than within a single, marked parking space, unless the size or shape of such vehicle makes compliance impossible.
- h. Adjacent to a fire hydrant in a manner that would inhibit access and or proper use of the fire hydrant.

Section 13 - Restricted Stopping, Standing or Parking
No person shall stop, leave standing or park any vehicle, whether attended or unattended, in any of the following places within the Cypress College Campus, except in compliance with the specific regulations stated herein governing each such place; unless necessary to avoid conflict with other traffic or in compliance with the directions of a police officer, district employee, or traffic control device:

- a. In a LOADING ZONE, in excess of 20 minutes, as indicated on a traffic control device identifying the loading zone.

- b. In a Reserved Parking Space, FACULTY or STAFF: any vehicle stopping, standing, or parking in a staff or faculty parking space must be properly registered on the CYPRESS COLLEGE VIRTURAL PARKING SYSTEM authorizing parking therein on the date/s and/or specific time period as authorized by the CYPRESS COLLEGE VIRTURAL PARKING SYSTEM.
- c. In a Reserved Parking Space, PERMIT ONLY: any vehicle stopping, standing, or parking in a permit only space must be properly registered on the CYPRESS COLLEGE VIRTURAL PARKING SYSTEM authorizing parking therein on the date/s and/or specific time period as authorized by the CYPRESS COLLEGE VIRTURAL PARKING SYSTEM.
- d. In a Specified Temporary Parking Space, as marked and/or identified by a traffic control device indicating: 24 MINUTE PARKING, 10 MINUTE PAY PERMIT ONLY, TIME LIMIT, ATM PARKING, TEMPORARY PARKING, VISITOR PARKING: any vehicle stopping, standing, or parking in a specified temporary parking space shall not remain in the parking space for longer than the time posted; or in the absence of a posted time limit, no vehicle shall remain in the parking space for any reason other the designated purpose as indicated by ground or pavement marking, posted sign, curb marking, or any traffic control device.
- e. In any parking space marked or designated by any traffic control device indicating CAMPUS SAFETY or DISTRICT VEHICLES ONLY.

Section 14 - Unrestricted Stopping, Standing or Parking
Except as provided in Sections 12 and 13 of these Regulations, unrestricted stopping, standing, or parking of vehicles is permitted on the Cypress College Campus only in those areas marked for parking by lines designating parking spaces and within such parking spaces; except in authorized, undeveloped, unmarked, or unpaved parking areas designated as “Overflow Parking”.

Section 15 - Head in Parking Only
No person shall drive a vehicle forward through a stall, or back a vehicle into a stall, in any parking lot for the purpose of parking a vehicle in which that vehicle is left standing facing the flow of traffic.

- Section 16 - Exemption of Certain Vehicles**
- a. Drivers of District owned vehicles displaying license plates indicating registration as a publicly owned vehicle may drive or park such vehicles on campus sidewalks or beyond curb lines or other markings used to delineate the boundaries of roadways and/or parking areas, as well as within parking areas, when such action is necessary in performance of official duties.
 - b. Emergency vehicles and authorized contractors, vendors, or service vehicles may drive or park such vehicles on campus sidewalks or beyond curb lines or other markings used to delineate the boundaries of roadways and/or parking areas, as well as within parking areas, when such action is necessary in performance of their authorized or official duties.
 - c. The foregoing exemption does not protect the driver of any such vehicle from the consequences of his/her willful disregard of the safety of others or his/her failure to observe all other traffic and parking regulations.

Division 8 - Traffic and Driving Regulations

Section 17 - Speed Limit
No person shall drive a vehicle upon any roadway, parking lot or grounds of the Cypress College Campus at a speed in excess of 15 miles per hour.

Section 18 - Driver’s License
No person shall drive a motor vehicle within the Cypress College Campus unless such person holds a valid driver’s license issued under the provisions of Division 6, California Vehicle Code, except such persons as are expressly exempted by said Vehicle Code.

Section 19 - Proof of Insurance
All persons parking in Cypress College parking facilities shall have Proof of Liability Insurance.

Section 20 - Registered Vehicles-Tabs
No person shall drive, move, or leave standing any motor vehicle, trailer, semitrailer, pole, or pipe dolly, or auxiliary dolly within the Cypress College Campus unless it is registered and displays valid license plates, valid vehicle registration tabs and/or Vin number in accordance with the provisions of Division 3, California Vehicle Code, except vehicles, implements, trailers, and other equipment exempted by said Vehicle Code.

Division 9 - Cypress College Virtual Parking System

Section 21- Registration of Vehicle License Plate / Parking Permit Fee
Failure to pay the parking permit fee and/or failure to properly register your vehicle license plate, or in lieu of a vehicle license plate, your Vehicle Identification Number (VIN) on the CYPRESS COLLEGE VIRTURAL PARKING SYSTEM will result in a parking citation being issued.

- a. All vehicles must register/re-register at the beginning of each semester, quarter, or session.
- b. Parking Permits designated for motorcycles can not be used for automobiles.
- c. Community parking passes are only valid for one vehicle. Passes are non–transferable.
- d. Day Permits, Day Passes are non-transferable and are only valid on the day purchased and expire at 11:59pm.
- e. Day Permits, Day Passes purchased or issued at Cypress College are only valid at Cypress College.

Division 10 - Miscellaneous Regulations

- Section 22 - Theft and Injury of Vehicles**
- a. No person either individually or in association with one or more other persons, shall willfully damage or tamper with any vehicle or the contents thereof or break or remove any part of a vehicle without the consent of the owner.
 - b. No person with intent to commit any malicious mischief, injury, or other crimes: shall climb into or upon a vehicle whether it is in motion or at rest,. attempt to manipulate any of the levers, starting mechanism, brakes, or other mechanism or device of a vehicle while the same is at rest or unattended, set in motion any vehicle while the same is at rest and unattended.

Section 23 - Removal of Vehicles
Any police officer or any district employee specifically authorized to enforce this section, is hereby authorized and empowered to remove or cause to be removed vehicles parked or left parked contrary to these regulations, and to store such vehicles. The owner or operator of any such vehicle shall be liable for the reasonable towing and storage charges incurred by such removal.

Section 24 - Unpaid Parking Citations / Towing and Impound Policy
Parking at Cypress College is regulated in accordance with State Law, District and College Policy. Users of the parking facilities at the College must comply with all applicable statues, regulations, and local policies. Vehicles found to be in violation of parking regulations will be cited. Any vehicle found parked on Cypress College property that has (3) three or more un-paid Cypress College parking citations is subject to towing without notice at the owners expense. The registered owner of the vehicle will be responsible for paying all citations and impound fees prior to the vehicle being released by the impound company.

Section 25 - Overnight Parking on Campus
Parking on all campus streets and parking lots is prohibited between the hours of 12:00 AM and 4:40 AM. The following vehicles are exempt:

- a. Vehicles owned and/or operated by NOCCCD.
- b. Vehicles with permission to park overnight, as authorized by the Director of Campus Safety or appropriate designee.

Section 26 – Motorcycle Parking
Any motorcycle, moped, motorized bicycle, motor-driven cycle, trike, scooter, or quad shall only park in parking stalls, spaces and areas designated as motorcycle parking. No person shall park a “motorcycle” in any parking stall, area, or space designated for an “automobile.”

Cypress College Parking Information

- 1. Cypress College is a virtual parking campus. This means that students and Guests must pay the required parking fee and register their vehicle license plate to park on campus. Physical parking permits are not issued for parking on campus.
- 2. An optional parking fee of \$40.00 per semester and \$20.00 for summer session to register a vehicle with the Cypress College Virtual Parking System, authorizing parking on campus within the specified dates . This fee has been authorized by state law (Education Code 25425 and 25425.1) and established by the District Board of Trustees.

3. Students and guests may also register vehicles with the Cypress College Virtual Parking System using short-term parking machines for \$3 per day. Short-term permits are valid at Cypress College only.

4. Persons who park on campus with a valid disabled parking placard and/or plate are also required to pay the parking fee and register their vehicle on the Cypress College Virtual Parking System.

5. Motorcycles: Motorcycle owners are required to purchase a parking permit for \$20.00 per semester. After purchasing a parking permit, students and guests must register their vehicle license plate number on the Cypress College Virtual Parking System to activate the virtual parking permit.

6. Day parking kiosks are available in or near parking lots 1, 4, and on the College Circle near lot 5.

7. Parking is prohibited anywhere on campus except in the parking lots and on College Circle Drive. Violators will be cited by the Cypress College Campus Safety Department. Fines for illegal parking have been set at \$37.00 for all areas except red curb (Designated Fire Lane), which is \$120.00, and handicapped, which is \$290.00.

8. Anyone receiving a citation for parking illegally, (regardless of the reason), may appeal the citation at the Cypress College Campus Safety Office. Students may pick up an explanation of the appeal process at the Campus Safety Department Office, or download the appeal instructions and forms from the Campus Safety website.

Appeal citations on-line at <https://www.citationprocessingcenter.com>

10. The revenue from the parking fees will be used to maintain and supervise the existing parking lots and to set aside funds for parking lot expansion as needed.

**Highlights - Campus Traffic and Parking Regulations
Cypress College**

- Parking Permit registration is required for parking on campus.
- License plate registration is not required on Saturdays and Sundays, unless posted on a traffic control device.
- Students and guests must pay the required parking fee and register the vehicle license plate to legally park on campus lots and on College Circle DR.
- Campus speed limit at all times is 15 M.P.H. as indicated by posted signs.
- Any car parked in a RESERVED space must display an authorized placard or plate visible to a campus safety officer (handicapped).
- Park ONLY within designed parking spaces.
- No parking on crosswalks, sidewalks, driveways, or in a manner that will hinder normal traffic flow.
- No parking, standing, or stopping in RED ZONES at any time.
- Vehicles shall park head in only. (No pulling forward in stalls or backing into stalls).
- Citations cannot be recalled or cancelled for any reason once issued. Citations may be appealed ONLY.
- Strict obedience to police officer or authorized official and to all authorized signs and other traffic control devices is required.
- These regulations apply to motorbikes and scooters.
- Parking is prohibited on the interior campus, landscape and areas designated as fire lanes.
- Parking regulations are enforced 24 hours a day for illegal parking.
- No person shall park a motorcycle in an area reserved for a vehicle.
- Motorcycles must be parked in areas reserved for motorcycles.

• Parking registration and regulations can be found at <http://www.cypresscollege.edu/services/campus-safety/parking-2/>and on Mygate-way