# Parking Policy

All vehicles must display a valid parking permit at all times. Each semester, a ***grace period*** of seven (7) calendar days allows parking without a permit in student lots ONLY (lots E, F, G, J, K, and part of B). Day one (1) of the grace period is the first day of instruction. **For the complete set of CMA parking rules, visit the parking web pages: csum.edu/web/police-services/home.**

Operators of motor vehicles, motorcycles and motor-driven bikes must comply with laws pertaining to licensing, vehicle registration, operation, insurance, and safety equipment.

Traffic and parking privileges are subject to regulations and fees. The Chief of Police is responsible for the supervision and enforcement of parking regulations. Compliance is MANDATORY (sections 42200 and 42201, Title V, California Administra- tive Code; and Section 21113(a), California Vehicle Code). The California Vehicle Code, Vallejo Municipal Code, and CMA regulations are enforceable at all times.

# Lot Signs, Space Signs

All parking lots and restricted spaces are posted with their designated permit requirements. Violations of requirements may result in a parking ticket or towing.

- Motorcycles must park in specified motorcycle parking spaces in certain lots only (Lots A, B, D, E, G, and I).
- Visitors must purchase and display a valid permit from the parking pay stations (see 'Daily Permit' section).

# Parking Regulations, Fines

The following regulations are enforceable at all times. For a complete explanation of regulations, go to the Parking Rules and Regulations link posted on our parking web page.

| | |
|---|---|
| Use of fraud/unauthorized permit | $350.00 |
| Disabled person zone | 280.00 |
| Disabled person zone/hash marks | 280.00 |
| Parked in a fire lane | 35.00 |
| Parked by a fire hydrant | 35.00 |
| No valid permit clearly displayed | 32.00 |
| Parking prohibited by control device | 32.00 |
| Parked on a campus road | 32.00 |
| Not marked or improved for parking | 32.00 |
| Parked on sidewalk | 32.00 |
| Parked outside space markers | 32.00 |
| Parked in a special permit zone | 32.00 |
| Parked in a red zone | 32.00 |
| Parked in a loading zone | 32.00 |
| Exceeding time limit | 32.00 |
| Parked in a reserved parking space | 32.00 |
| 22500 CVC, all sub-sections | 32.00 |

**Hazards or emergencies may require an immediate tow. (CVC 22651)**

# Parking Tickets

Vehicles parked on campus property in violation of regulations will be issued a parking ticket and/or towed at the owner's expense. The Chief of Police (or designee) will hear an *appeal* (refer to 'Dispute/Appeal section). Ticket payments and disputes must be completed online at www.pmbonline.org. For further assistance, call PMB (Parking Management Bureau) at (800) 700-4417.

# How to Pay a Ticket

Have ticket information and/or license plate number ready! Go to www.pmbonline.org. If you fail to pay or dispute **within 21 days**, you lose your right to dispute the ticket, and your ticket will be subject to late payment penalties. Unpaid parking tickets are forwarded to DMV and a hold is placed on the vehicle registration.

# How to Dispute/Appeal a Ticket

**FIRST LEVEL DISPUTE**

Go to [www.pmbonline.org]. Please have your ticket number or license plate number ready! Complete the form online **within 21 days of the citation date,** explaining the reasons for disputing the parking citation. The Chief of Police (or designee) has 21 days to review and respond to the dispute via email.

- Click "dispute"
- Fill out all required information
- Click "submit"
- If you do not receive a response within **21 days**, contact PMB. If your ticket is found valid as a result of your appeal, you will have **21 days to pay**.

**2nd & 3rd LEVEL DISPUTE**

Please go to www.pmbonline.org and click in the 'Dispute Info' tab for more information.

# Electric Plug-In Vehicles

A charging station for electric plug-in vehicles ONLY is available on campus at the Tech Center. A vehicle parked in the charging station space must also display a valid CMA parking permit.

# New / Incoming Students

Due to the high demand for parking on campus, new/incoming students are not allowed to purchase a semester permit. Exceptions may be made where sufficient need exists. Forms for this purpose are available in the Admissions packet or through Police Services; requests must be approved by the Chief of Police.

# Frequent Violations and Vehicle Immobilization (Booting: $50 Removal Fee)

CMA offers vehicle immobilization as an alternative to towing. Five (5) citations 21 days past the date of issuance qualifies for vehicle immobilization under CVC 22651.7. The owner will be given seven (7) days to resolve the citations. The vehicle will be subject to towing and impound after seven (7) days of immobilization.

**Vehicles are subject to tow based on regulations stated in CVC 22651.**

## Parking Lot Safety

When leaving a vehicle in a parking lot and traveling to and from parking lots, please remember these safety tips:

- Be aware of your surroundings. At night, travel in pairs and stay in well lit areas.
- CMA Police Services offers after-hour escorts to and from the residence halls, offices and vehicles.
- Always secure the vehicle with doors locked and windows up. Even a cracked window offers a thief an opportunity to make you a victim.
- Keep valuables out of sight. Remove all valuables from the vehicle when leaving it (purse, wallet, stereo faceplate, etc.). If the valuables cannot be removed from the vehicle, cover them or keep them hidden in the trunk.
- One of the most inexpensive theft/damage prevention investments is a car cover. Thieves don't take what they can't see. It takes time to remove a cover. Covered cars are more conspicuous. NOTE: The car cover must have the license plate number and CMA vehicle tag clearly printed on it.

## CSU Parking Fees

CSU assigns campuses to one of four fee categories. CMA falls into category A, which is at the lowest end of the fee scale.

### Student Parking Permits & Fees

Students may purchase semester permits online or in person at the Cashier's Office.

$81.00 per semester - auto
$20.00 per semester - motorcycle
*(Payable in lump sum only)*

**Faculty/Staff Parking Fees***

$216.00 per year (12 months)
$162.00 per year (9 months)
*(Payroll deduction only, no refunds for payroll deductions – no exceptions)*

*CSUEU, CFA, and IUOE: Refer to CBA agreements.

Monthly parking permits (non-payroll deduction) are available through the Cashier's Office.

### Refund of Parking Permit Fees

- Returned 1st to 45th day = 75% refund
- Returned 46th to 60th day = 50% refund

## Visitor or Daily Permits

Anyone *not* purchasing a long term parking permit via the CMA Cashier's Office may purchase a visitor or daily permit at the parking permit pay stations located in lots B, and D (and soon in J). These permits are valid 7a – 5p, Mon – Fri in Lots B, D, E, F, G, J or K; they are valid in all lots (excluding restricted spaces) 5p – 7a on weeknights, and 24 hours on weekends and holidays.

**Daily Rates:**

$3.00 for two (2) hours
$5.00 for four (4) hours
$7.00 daily (to 0700 next day)

**Evening and weekend Rates**

$3.00 evening (1645 to 0700 next day)
$8.00 weekend (Fri 1645 to Mon 0700)
$5.00 weekend (Sat 1645 to Mon 0700)

Display print side up on the dash so that the purchase information and expiration are clearly visible from the windshield.

***Go to the parking web pages at csum.edu/web/police-services/home and click on the Visitor Parking link for more visitor / short term parking information.***

### Conference Parking

Call Police Administration at 707-654-1179.

### How to Display Permits

"Hang tag" permits (faculty and staff permits, conference permits, monthly permits) must be hung from the interior rearview mirror or placed on the driver side of the dashboard above and not blocking the vehicle VIN number.

Auto "sticker" semester permits must be adhered to the INSIDE of the front windshield. They must be displayed in a 5" square in the lower corner of the windshield nearest the driver and should not block the vehicle VIN number.

Motorcycle "sticker" semester permits must be attached or taped to the rear fender or front fork.

# California Maritime Academy

# Parking Quick Reference Guide

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