

**MICHIGAN STATE**  
**UNIVERSITY**

April 1, 2013

**MEMORANDUM**

**To:** Trustee Policy Committee  
**From:** June Pierce Youatt, Acting Provost  
**Subject:** Ordinance Revision

**Recommendation**

BE IT RESOLVED that the Trustee Policy Committee recommends that the Board of Trustees rescind Ordinance 31.23.

**Background**

In connection with the recent management reorganization, the Administration has reviewed policies, ordinances, and resolutions that make reference to the Vice President for Finance and Operations and Treasurer with an eye to making necessary amendments and updates reflecting the reorganization. One such ordinance is Ordinance 31.23 (copy attached). In this case, the review revealed that Ordinance 31.23 is out of date and not consistent with modern business practices. Civil Sanctions collections no longer require monthly reporting, as the collections are entered into the University's accounting system on a regular basis with a formal annual accounting.



**OFFICE OF THE  
PROVOST**

**c:** President Simon  
Vice President and Secretary Beekman  
Executive Vice President Udpa  
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## **31.00 PARKING**

- 31.01\* Wheels parallel and 12 inches from right curb**
- 31.02\* Angle parking; obedience to signs or markings**
- 31.03\* Unattended motor vehicles; keys**
- 31.04\* Parking not to obstruct traffic**
- 31.05\* Starting from parked position; signal and yield required**
- 31.06\* Angle position; yield required**
- 31.07\* Prohibitions (no signs required)**
- 31.071\* On a sidewalk**
- 31.072\* Front of public or private driveway**
- 31.073\* Within an intersection**
- 31.074\* Within 15 feet of a fire hydrant**
- 31.075\* On crosswalk**
- 31.076\* Within 20 feet of crosswalk**
- 31.077\* Within 30 feet of traffic-control device**
- 31.078\* Between safety zone and adjacent curb**
- 31.079\* Within 50 feet of railroad crossing**
- 31.0710\* Within 20 feet of entrance to fire station; 75 feet on side of street opposite entrance**
- 31.0711\* Alongside street excavation or obstruction**
- 31.0712\* On highway side of vehicle parked at curb**
- 31.0713\* Upon bridge or elevated structure upon highway**
- 31.0714\* Within 200 feet of an accident**
- 31.0715\* In front of theater or place of public assemblage**
- 31.0716\* Blocking marked emergency exits of buildings**
- 31.0717\* Blocking marked fire escapes of buildings**
- 31.08\* Drive or park on grass, over curb, beyond highway width or off shoulder**
- 31.09\* Prohibitions (signs required); exceptions**
- 31.10\* Metered parking zones**
- 31.101\* Vehicle not to be parked longer than indicated time; Sundays and legal holidays excepted; governmental vehicle excepted**
- 31.102\* Vehicle to be parked within marked space**
- 31.11 Areas controlled by parking gates to be used by instructions on gate**
- 31.12 Vehicle to be driven through parking gates only in manner posted at entrance**
- 31.13 Vehicle not to enter lot through exit gate or leave lot through entrance gate**
- 31.14 Parking gate to be operated in a prescribed manner**
- 31.15\* Loading and unloading**
- 31.151\* Standing, stopping or parking in passenger loading zone; conditions**
- 31.152\* Standing, stopping or parking in freight loading zone; conditions**
- 31.153\* Vehicle temporarily stopped to load or unload passengers; conditions**
- 31.16\* Stopping, standing or parking of buses and taxicabs regulated**
- 31.17\* Restricted use of bus and taxicab stands; exceptions**
- 31.18 Prima facie evidence of parking violators; license plates**
- 31.19\* No parking tow away zones**
- 31.20\* Opening doors of vehicles**
- 31.21 Schedule of fines**
- 31.22 Violations Bureau**
- 31.23 Accounting required**
- 31.24 Authority to accept payment and late fees**
- 31.25\* Restrictions for parking for persons with disabilities**
- 31.26\* Storage for more than 48 hours**

**.01\*** Except as otherwise provided in this section, every vehicle stopped or parked upon a highway shall be so stopped or parked with the wheels of such vehicle parallel to the roadway and within 12 inches of any existing right-hand curb.

**.02\*** Upon those streets or in those parking lots which have been signed or marked by the Traffic Engineer or the Police Chief and Director of Police and Public Safety for angle parking, no person shall stop, stand or park a vehicle other than at the angle to the curb or edge of the roadway indicated by such signs or markings, and no person shall stop, stand or park a vehicle except completely within such pavement markings as may exist.

**.03\*** No person having control or charge of a motor vehicle shall allow such vehicle to stand on any highway or in any parking lot unattended without first effectively setting the brakes thereon and stopping the motor of said vehicle and when standing upon any grade without turning the front wheels of such vehicle to the curb or side of highway; nor shall any person leave any motor vehicle unattended upon any street or in any parking lot without removing the keys from the ignition of said vehicle.

**.04\*** No persons shall park any vehicle upon a street or in any parking lot in such a manner as to block or prevent another vehicle from exiting a parking space or under such conditions as to leave available insufficient width of roadway for free movement of vehicular traffic or so as to require vehicles operating upon the roadway to leave their assigned traffic lane in order to pass such parked vehicle.

**.05\*** A vehicle starting from a parked position shall give moving vehicles the right-of-way and the operator of such vehicle shall give a timely and visible warning signal before so starting.

**.06\*** A vehicle parked at an angle to the curb and about to start shall give moving vehicles the right-of-way and the operator thereof shall not back such vehicle from the curb into the moving lane of traffic unless such maneuver can be made in safety and without conflict with moving vehicles, and shall not back such vehicle to cause other traffic to yield right-of-way to avoid a collision.

**.07\*** Prohibitions (no signs required): No person shall stop or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the law or the directions of a police officer or traffic-control device, in any of the following places:

**.071\*** On a sidewalk;

**.072\*** In front of a public or private driveway;

**.073\*** Within an intersection;

**.074\*** Within 15 feet of a fire hydrant;

**.075\*** On a crosswalk;

**.076\*** Within 20 feet of a crosswalk, or if none, then within 15 feet of the intersection of property lines at an intersection of highways;

**.077\*** Within 30 feet upon the approach to any flashing beacon, stop sign, yield right-of-way sign, or traffic-control signal located at the side of the highway or roadway;

**.078\*** Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless a different length is indicated by signs or markings;

**.079\*** Within 50 feet of the nearest rail or a railroad crossing;

**.0710\*** Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of said entrance when properly signposted;

**.0711\*** Alongside or opposite any street excavation or obstruction when such stopping, standing or parking would obstruct traffic;

**.0712\*** On the highway side of any vehicle stopped or parked at the edge or curb of a street;

**.0713\*** Upon any bridge or other elevated structure upon a highway or within a highway tunnel;

**.0714\*** Within 200 feet of an accident at which police officers are in attendance;

**.0715\*** In front of any theater;

**.0716\*** In any place or in any manner so as to block immediate egress from any emergency exit or exits conspicuously marked as such on buildings;

**.0717\*** In any place or in any manner so as to block or hamper the immediate egress from any fire escape conspicuously marked as such providing an emergency means of egress from any building.

**.08\*** No person shall drive a motor vehicle or park such vehicle upon the grass or over a curb or beyond the designated highway width or off the shoulder of a highway unless otherwise directed to do so by a police officer.

**.09\*** Prohibitions and restrictions (signs required): No person shall stop, stand or park a vehicle, except when necessary to avoid conflict with traffic or in compliance with law or the direction of a police officer, in violation of any legally established parking restriction or prohibition, provided that signs stating such restrictions or prohibitions are duly posted in accordance with this ordinance.

**.10\*** Metered parking zones:

**.101\*** When parking meters are erected adjacent to a space marked for parking, such space shall be a metered parking zone and no person shall stop a vehicle in any such zone for a period of time longer than designated on said parking meters upon the deposit of a coin of the United States currency of the denomination designated on said meters, except government-owned vehicles shall be exempt from the payment of the meter fee.

**.102\*** Every vehicle shall be parked wholly within the metered parking space for which the meter shows parking privilege has been granted.

**.11** When parking gates are installed to restrict use of a parking area or parking lot, no person shall use such area without depositing the coin of United States currency of the denomination designated on said parking gates and according to the operating instructions designated on the parking gate.

**.12** No person shall drive or attempt to drive a vehicle through parking lot entrances or exits controlled by parking gates except in the manner posted and indicated by the nature of the operation of the parking gate.

**.13** No person shall drive or attempt to drive a vehicle into a parking lot through the "exit" side of the parking gate or drive a vehicle from a parking lot through the "entrance" side of the parking gate unless directed to do so by a police officer.

**.14** No person shall by any means whatsoever cause or attempt to cause the mechanisms of a parking gate to operate unless that person shall be driving a vehicle through a parking lot entrance controlled by that parking gate and then shall cause the mechanism to operate in only its normal and intended manner and as provided elsewhere in this section.

**.15\*** Loading and unloading only:

**.151\*** Standing in passenger loading zone: No person shall stop, stand or park a vehicle for any purpose or period of time except for the expeditious loading or unloading of passengers in any place marked as a passenger loading zone during hours when the regulations applicable to such passenger loading zone are effective and then only for a period not to exceed 5 minutes;

**.152\*** No person shall stop, stand or park a vehicle for any purpose or length of time not to exceed 10 minutes other than for the expeditious unloading and delivery or pick up and loading of materials in any place marked as a loading zone during hours when the provisions applicable to such zones are in effect;

**.153\*** The driver of a vehicle may stop temporarily at a place marked as a loading zone for the purpose of and while actually engaged in loading or unloading passengers, when such stopping does not interfere with any motor vehicle used for the transportation of materials which is waiting to enter or about to enter such zone.

**.16\*** The operator of a bus or taxicab shall not stop, stand or park upon any street in any business district at any place other than at a bus stop or taxicab stand, respectively, except that this provision shall not prevent the operator of any such vehicle from temporarily stopping in accordance with other stopping, standing or parking regulations at any place for the purpose of and while engaged in the expeditious unloading or loading of passengers.

**.17\*** No person shall stop, stand or park a vehicle other than a bus in a bus stop or other than a taxicab in a taxicab stand when such stop or stand has been officially designated and appropriately signed, except that the driver of a passenger vehicle may temporarily stop therein for the purpose of and while actually engaged in the expeditious loading or unloading of passengers when such stopping does not interfere with any bus or taxicab waiting to enter or about to enter such zone.

**.18** In any proceeding for violation of the parking provisions of this ordinance, the registration plate and/or University permit displayed on such motor vehicle shall constitute in evidence a prima facie presumption that the owner of such motor vehicle was the person who parked or placed such motor vehicle at the point where such violation occurred.

**.19\*** The Traffic Engineer or the Police Chief and Director of Police and Public Safety may establish temporary or permanent "No Parking" zones in which, by posting of "Tow Away Zone" signs, vehicles parking in violation may be towed away and impounded.

**.20\*** No person shall open the door of a motor vehicle on the side adjacent to moving traffic unless and until it is reasonably safe to do so, nor shall any person leave a door open on the side of a motor vehicle next to moving traffic for a period of time longer than necessary to load or unload passengers.

**.21** Schedule of civil sanctions:

**\$15.00** civil sanctions:

Sub-sections .01, .02, .03, .101 and .102

**\$25.00** civil sanctions:

Sub-sections .04, .07, .071, .072, .073, .074, .075, .076, .077, .078, .079, .0710, .0711, .0712, .0713, .0714, .0715, .0716, .0717, .08, .09, .15, .151, .152, .153, .16, .17 and .19

**\$100.00** civil sanctions:

Sub-section .25

**.22** There is hereby established a Parking Violations Bureau which shall be the exclusive agency for accepting admissions of civil responsibility in cases of violation of the parking ordinance.

**.23** The Parking Violations Bureau shall be under the direction of the Police Chief and Director of Police and Public Safety, or his or her designee, who shall make a monthly accounting to the Vice President for Finance and Operations and Treasurer of civil sanctions collected.

**.24** The Parking Violations Bureau shall accept the civil sanctions listed in subsection 31.21 of these ordinances for the offenses charged, and payment and acceptance of such civil sanctions within seven days of the violation shall be deemed complete satisfaction for the violation, and a receipt so stating shall be given the violator. If not paid within seven days a late fee of \$10.00 shall be added. Under Subsection 31.101, the fine will be \$15.00 but will be modified to \$10.00 if paid within 24 hours of the time the ticket is written.

**.25\*** No person shall park any motor vehicle in a parking space signed as reserved for a person with a disability except a motor vehicle bearing a State or University license plate, decal or permit legally establishing the driver or passenger as a person with a disability.

**.26\* No person shall park a vehicle upon any street or parking lot for the principal purpose of storage for more than 48 continuous hours, except in posted residence storage lots or streets, and the vehicle has current valid license plates, and has properly affixed a current and valid University Parking Permit appropriate for the area.**

**\*Denotes Civil Infraction**

**Enacted: September 15, 1964  
Amended: September 1, 1986  
December 10, 1994  
April 20, 2001**