



EL PASO COMMUNITY COLLEGE PROCEDURE

For information, contact Institutional
Effectiveness: (915) 831-6740

CHC-3 Warning Notices for Illegally Parked Vehicles and Their Removal

APPROVED: March 7, 1979 **REVISED:** September 1, 1995
Year of last review: 2021
AUTHORIZING BOARD POLICY: CHC

Classification: Institutional

Vice President or Associate Vice President: Vice President of Student and Enrollment Services

Designated contact: Chief of Police

OBJECTIVE: To comply with state law and establish the criteria for the issuance of warning notices for illegally parked vehicles and their storage.

PROCEDURE:

- I. Any vehicle parked in an area other than a designated parking area is illegally parked.
- II. Those illegally parked vehicles will be given one warning citation followed by a red tag. The storing of a vehicle will occur with subsequent offenses. Examples of such offenses would be parking in yellow zones or designated no parking zones. The Department of Public Safety staff member issuing the citation will contact the District office to determine if the vehicle has been cited before.
 - A. The warning citation will be placed securely and visibly on the vehicle.
 - B. The red tag decal will be placed so as not to obscure the driver's view but will be visible.
- III. Vehicles illegally parked in any designated handicapped parking areas or fire zones will be stored immediately and a citation will be issued by the campus Department of Public Safety or the El Paso Police Department.
- IV. Vehicle storage is at the expense of the driver/owner.