

**POLICY ON THE USE OF VEHICLES
AND PARKING ON THE UNIVERSITY
OF VICTORIA CAMPUS**

University Policy No.: BP3200
Classification: Buildings and Properties
Approving Authority: Board of Governors
Effective Date: March/99
Supersedes:
Last Editorial Change:
Mandated Review:

1. The authority to establish policy and procedures respecting the use of vehicles and parking at the University is vested in the Board of Governors through subsection 27(t) of the University Act:
 - 27(t) to control vehicle and pedestrian traffic on the university campus.
2. The Board of Governors instructs the Vice President Finance and Operations to seek direction from the Board and to make recommendations in writing for consideration and approval in respect to:
 - 2.1 fundamental and material policy changes respecting the use of vehicles and parking; and,
 - 2.2 proposals to add or modify any fees for parking permits or fines pursuant to any regulations made under this policy.
3. In the context of 2) above, the Board of Governors delegates authority to the Vice President Finance and Operations to make regulations concerning the use of vehicles and the parking of vehicles on the campus of the University of Victoria. Without restricting the generality of this delegation of authority, the Vice President Finance and Operations has authority to make and amend regulations that:
 - 3.1 designate areas of the University campus where the parking of vehicles is permitted;
 - 3.2 designate areas of the University campus where the parking of vehicles is prohibited;
 - 3.3 designate areas of the University campus where the operation of vehicles is restricted;
 - 3.4 provide for the issuance of vehicle parking permits;
 - 3.5 establish rules governing the operation of vehicles on the University campus;

- 3.6 provide that a breach of a regulation made under the authority of this Policy constitutes a violation that may be subject to a fine, suspension of parking or vehicle privileges or other sanction;
 - 3.7 authorize the issuance of traffic violation tickets where a breach of a regulation made under this Policy has occurred;
 - 3.8 designate the classifications of University employees who are authorized to issue parking permits and traffic violation tickets;
 - 3.9 provide for the immobilization of a vehicle or the removal of a vehicle from the University of Victoria campus where the parking privileges of the owner or operator have been suspended under authority of the regulations made under this Policy, or the vehicle is located in a place that contravenes the regulations made under this Policy;
 - 3.10 provide for appeals from the assessment of any fine or suspension and the prerequisites for filing an appeal; and
 - 3.11 provide rules relating to the display of invalid, stolen or lost permits that have been issued pursuant to the regulations made under this Policy;
 - 3.12 provide rules relating to the display of counterfeit, altered or copied permits that have not been issued pursuant to the regulations made under this policy.
4. Any regulations issued or amended under this Policy come into effect on the date specified in the regulations made by the Vice President Finance and Operations under this Policy.
 5. Any regulations issued under this Policy must be made available to members of the University Community on request.
 6. A summary of regulations made under this Policy must be available to members of the University community. Notwithstanding the publication of a summary, the regulations govern. If there is any conflict between the language of the summary and the regulations, the language of the regulations prevails.
 7. Any existing regulations concerning the use of vehicles, traffic and parking on the campus of the University of Victoria continue in effect until they are revised, amended or cancelled by the Vice President Finance and Operations.
 8. The Vice President Finance and Operations shall establish committees:
 - 8.1 to provide advice to the Vice President Finance and Operations with regard to parking and traffic on the University campus; and
 - 8.2 to hear appeals from any fine or any suspension of privileges that is assessed under the regulations made by the Vice President Finance and Operations.

9. In this Policy:

9.1 “vehicle” includes a bicycle, motorized scooter, skateboard or other device that travels with the use of wheels.

9.2 “campus” means all lands owned by the University of Victoria.
