

# Oregon

# TECH

Klamath Falls



**Campus Safety**

541.885.1111  
Cornett Hall 231  
[oit.edu/parking](http://oit.edu/parking)

# 2024-2025 Vehicle Regulations & Parking Information



# Vehicle Regulations 2024-2025

- All faculty, staff, and students at Oregon Tech are required to be knowledgeable of and abide by parking and traffic regulations listed in this brochure.
- All persons parking on campus must register their vehicle with Oregon Tech, park in the appropriate area and in an appropriate manner.
- In addition to the regulations listed in this brochure, all motor vehicle laws of the State of Oregon and ordinances of the City of Klamath Falls are applicable to the campus of Oregon Tech.
- Oregon Tech assumes no liability for personal injuries or for the care and/or protection of any vehicle or its contents while the vehicle is operated or parked on campus.

## Definitions

**Bicycle, Electrically-Assisted Bicycles (E-bikes) and Electrically Assisted Scooters (E-scooters)** – for clarification of restrictions and definitions, please refer to Oregon Bicyclists manual: <https://www.oregon.gov/odot/programs/tdd%20documents/Oregon-bicyclist-manual.pdf>

**Compact Vehicle** – is any vehicle no more than 66" wide measuring from the outside body width and 174" long measuring from the outside edge of the front and rear bumpers.

**Emergency or Service Vehicles** – emergency vehicles are those operated by the Oregon Tech Campus Safety Department, fire departments, law enforcement agencies or other first-responder services for the protection and preservation of life and property. A service vehicle is any vehicle owned by Oregon Tech or other governmental agency.

**Motor Vehicle** – includes all motor-driven vehicles, such as automobiles and motorcycles.

**Skate, Skateboard, Segways and others** – for clarification of restrictions and definitions, please refer to the Oregon moped, motorized scooter and pocket bike guide: <https://www.oregon.gov/ODOT/Forms/DMV/6619.pdf>

**Visitor** – is any person who is an Oregon Tech guest but is not officially affiliated with Oregon Tech.

**Virtual Permit** – is a permit that is assigned within a computerized database to a vehicle license plate and identified as being active for the appropriate term and lot location.

**Park** – means to stop a vehicle (even if a person is in attendance) on a public way, in a parking lot or in a parking space.

**RV** – means any recreational vehicle including a motorhome, travel trailer, truck camper, or camp trailer.



# Prohibited Parking Practices at Oregon Tech

- Parking permits are required for any vehicle that is parked on the Oregon Tech campus for any length of time, including visitors, ADA parking and electric charge vehicles.
- An actively charging vehicle is permitted to occupy a charging station parking space for a maximum limit of up to 4 hours. If Oregon Tech employees or students are using the charging station for an electric vehicle, a current parking permit is required.
- **Overnight RV parking on campus** - Oregon Tech prohibits overnight Recreational Vehicle (RV) parking on campus. If you are planning to park an RV on campus during daytime hours for Oregon Tech related business, contact Oregon Tech Campus Safety at 541.891.2143 for approval.
- Parking a vehicle with a current Oregon Tech parking permit in a designated 30 minute "Visitor" parking space in parking lot B is prohibited. Refer to the campus map for the location of parking lot B.
- Parking on campus with an ADA permit must be accompanied with an Oregon Tech issued permit. This includes visitors to campus.

**Attention: Parking spaces that have been blocked for use by traffic control devices (i.e., traffic cones or barricades) are prohibited from use. Do not remove the traffic control devices and park in the given parking space. Removing a traffic control device could result in the issuance of a citation.**

- Parking on top of collected snow from inclement weather events is prohibited.
- Parking space sharing is prohibited. This is defined as a motor vehicle and a motorcycle parked in the same parking space. The only exception would be one or more motorcycles parked in the same space. However, this practice is not recommended.
- Registration may be rescinded, and the permit voided for the following violations:
  - a. Failure to comply with traffic and parking regulations or to the rulings of the Traffic Commission.
  - b. Failure to pay fines as assessed by the Traffic Commission Board for Appeals for Oregon Tech-issued citations.
  - c. Providing false or inaccurate vehicle registration information.
  - d. Termination of student enrollment or employment.
  - e. Expiration of the permit period.
  - f. Inappropriate conduct towards a Campus Safety or Parking official in the commission of their authorized capacity (i.e., parking enforcement, traffic control, etc.).





**CALL 541.885.0195 AND FOLLOW THE PROMPTS TO OBTAIN A VISITOR OR TEMP PARKING PERMIT**

## Purchasing Your Virtual Parking Permit

Online vehicle registration and permit purchase is attainable by visiting the Oregon Tech website and logging into TECHweb. Enter 'Parking' into the search box and click 'Parking Permits.' From there, you will be able to purchase your permit, manage your account's vehicles and respond to citations. **Be sure the vehicle information you enter is accurate. Citations will be issued if incorrect information is in the virtual permit database.** Permit fees will be charged to your account, or in the case of faculty and staff members, may be paid via payroll deduction. You will have the option to register up to four vehicles under the virtual permit. **When initially purchasing your permit, additional vehicles can be added by checking the multiple vehicle box at the bottom of the webpage.** After the purchase is complete, you will be redirected to add the vehicles to your permit. Including multiple vehicles will add \$10.00 to the cost of the permit. If you would like to register additional vehicles AFTER the initial purchase of your parking permit, you will need to contact the Cashiers' Office in Snell Hall and they will charge your account the additional \$10.00 fee to add vehicles to your permit.

Once a permit is purchased through TECHweb, your new virtual permit is registered utilizing your license plate information. Only one of your registered vehicles may be parked on campus at any given time. Once a vehicle is registered to an individual, it cannot be registered to anyone else under another permit.

## Parking Permits and Fees

- **Faculty and Staff: Permits will be issued for a fee of \$223.00 per year or \$112.00 per term.** Certain SEIU staff whose salary meets a certain threshold may be eligible for reduced fees. Contact the Human Resources office for further details.
- **Students: Permits will be issued for a fee of \$140.75 per year or \$71.40 per term.**
- **Annual Only Discounted Permits for Parking Lot Q:**
  - a. **Faculty and Staff: \$189.50**
  - b. **Residence Hall Students: \$70.40**
- **Annual Only Visiting Faculty/Staff Permit: \$50.00.** This permit is for those faculty and staff not housed at the Klamath Falls campus but make frequent trips throughout the course of the academic year.
- **Annual Only Veteran Student Discount Permit: \$119.00**
- **Temporary parking permits are available to students, faculty, and staff for up to 3 days per term at no charge.** Temporary permits, as well as non-affiliated visitor permits, are available at the Information Center Booth on Campus Drive.
- **Service vendor permits are available to contractors, vendors and volunteers performing services on campus.** These permits are issued free of charge and are available only through Parking Services at 541.885.1551.
- **Refunds will be limited to the 10-day return policy and must be processed through the Cashier's Office.** No refunds will be given after 10 days.

**NOTE: Parking regulations are subject to change. Check the Oregon Tech Campus Safety website for the most current information on fines and fees.**

**[www.oit.edu/campus-safety/parking-services](http://www.oit.edu/campus-safety/parking-services)**



## Driving on Campus

- Safe operating speeds must always be adhered to while on campus, regardless of whether a vehicle is in a parking lot or on a roadway. Adhere to posted speed limits understanding safe speeds will differ depending on the time of year and roadway conditions.
- Vehicles entering a roadway must yield to both pedestrians and vehicle traffic.
- Driving any vehicle on sidewalks, lawns, landscape areas or any area not designated or designed for driving is strictly prohibited, and subject to the issuance of a \$10.00 citation per vehicle.
- Cases involving destruction of state property resulting from the use of a motor vehicle or bicycle shall be referred to the Business Affairs Office for collection of damages.

## Parking on Campus

**All parking at Oregon Tech is on a “first come, first served” basis. The only exception to this would be spaces with signage indicating dedicated parking, such as dental clinic, admissions and award winners.**

**Parking lot A:** This lot is designated as ‘student parking’. Note that there is staff and patient parking in lot A adjacent to the Integrated Student Health Center. Please be sure to watch for parking lot signage for these student-only and Integrated Student Health Center designations.

**Parking lot B:** This lot is designated ‘staff parking.’ Note that student employees do not qualify for this parking location. Staff parking is further defined as staff members who have full or part-time employment with Oregon Tech. The university’s student employees are defined as students first. Staff members who are taking classes apart from their full or part-time work are allowed to park in lot B.

**Parking lot Q:** This parking lot is designated for discounted parking for faculty, staff and housing students. The number of discounted spaces available within lot Q is limited.

**Motorcycle, Moped and Scooter Parking:** Parking is available in designated areas within lots A, D, I, K and M. Motorcycles, mopeds and scooters are also authorized to park in a single parking space.

**All Remaining Parking lots:** Available to faculty, staff, students and visitors. Pay attention to signage in parking lots that indicate winter weather parking restrictions. These lots include B, D, E, F, I, J, K, M, N and O. Winter weather restrictions do not allow parking between 2am and 6am from November 1st through April 1st to facilitate snow removal and parking lot maintenance. Any vehicle parked between 2am and 6am in the mentioned lots will be subject to a citation.





## Parking on Campus (Cont.)

- Loading docks are restricted to allow only 15 minute parking for loading/unloading.
- Residential 30 minute loading/unloading zone is located curbside adjacent to the Residence Hall blue Village building. Note: This location is available for student residents only.
- Vehicles shall be parked on campus only in designated parking lots and spaces. Parking on any roadway, driveway, shoulder, fire lane, building entrance way, pedestrian lane or landscaped area is prohibited and subject to a citation.
- Parallel parking is required where parallel spaces are provided.
- **Parking that encroaches or blocks sidewalks is prohibited and subject to a citation. This prohibition includes vehicles with winches and hitches that are parked overhanging sidewalks.**
- **Vehicle maintenance is prohibited in any area on campus. A vehicle considered disabled on campus by the driver should contact Campus Safety as soon as possible. Any vehicle left on campus for 7 days or more without contact with Campus Safety or other Oregon Tech officials could be considered abandoned and subject to tow.**
- Visitors who have a registered permit may park in any valid parking lot and space on campus. Time limited visitor spaces do not require a registered permit.
- Persons are prohibited from living in vehicles of any kind on Oregon Tech property.
- The owner as identified through Department of Motor Vehicles (DMV) registration or the primary driver of any vehicle parked on campus is responsible for any citations issued to the vehicle. It is the responsibility of the registered owner to notify Parking Services if the vehicle is stolen or sold to another party.
- Parking spaces designated as compact may only be used by permitted vehicles that are no more than 66" wide measuring from the outside body width and 174" long measuring from the outside edge of the front and rear bumpers.
- Oregon Tech discourages the campus community from leaving pets and animals in vehicles unattended. Campus Safety personnel shall notify law enforcement if they witness an animal left unattended in a vehicle that is perceived to be in distress.

## Bicycles

Bicycling is encouraged as a means to reduce carbon emissions and promote sustainability on campus. Bicycles (to include E-bikes) must be parked in a bike rack. Parking of a bicycle in any building is prohibited, except for bicycles rented from the Outdoor Program, unless an approved storage area is designated by Campus Safety and Facilities Services. It is recommended that bicycles be registered with the Klamath Falls Police Department at (541) 883-5336. On campus residents can register their bicycles with Residence Life.





# Penalties for Offenses

- No current Oregon Tech permit - \$30.00. An additional mandatory fee of \$10.00 will be added to cover the cost of securing a temporary day permit
- No parking zones - \$35.00
- Other parking offenses - \$30.00
- Driving a motor vehicle or bicycle in a non-designated area - \$40.00 plus cost of repairs
- Bicycle parked in a non-designated area - \$30.00
- Parking in or blocking a designated ADA parking space (Oregon Tech policy):
  - Blocking - \$60.00
  - Parking first offense - \$200.00
  - Parking after first offense - \$460.00
- Blocking designated fire lane/driveway - \$50.00
- Parked in a designated event parking space - \$30.00
- Moving violations including offenses such as reckless driving, driving while intoxicated, speeding, driving the wrong way, failure to obey a traffic control device (running a stop sign, etc.) and other offenses not otherwise specified herein are a violation of Oregon motor vehicle statutes and campus violators will be fined \$40.00
- Habitual Offender. Habitual offenders are fined \$100.00 in addition to the original citation fine for the offense(s) on their latest citation. Habitual offenders are defined as individuals who are responsible for **three or more** separate offenses/citations in an academic year. The \$100.00 fine - in addition to the offense fine on the given citation - imposed for the third conviction and each conviction thereafter during the academic year.
- Booting. An immobilizing device may be placed on a vehicle and the owner responsible for immediately paying accrued fines for the following circumstances:
  - A vehicle with a registered permit that has been issued five (5) or more citations within the current academic year-\$50 boot removal.
  - A vehicle does not have a registered permit and has been issued three (3) or more citations within the current academic year-\$50 boot removal.
  - Contact Campus Safety or Parking Services at 541-891-2143 to request boot removal upon verification that all citations have been paid in addition to the \$50 booting fee. The Cashier's Office is located in Snell Hall where a receipt of payment can be obtained and provided to Campus Safety and Parking Services.
- Towing. A vehicle may be towed off campus and impounded at the owner's expense for the following circumstances:
  - A vehicle is causing imminent danger to people and university property
  - A vehicle that has been left parked in an area that is normally not intended for vehicle traffic, to include parking on lawns, sidewalks and/or landscaped areas
  - A vehicle that has been left abandoned for at least 7 days
  - A vehicle parked for more the 8 hours in a charging station and NOT actively charging an electric vehicle.
  - Continue to accrue violations even after booting protocol has been concluded.



## Payment of Citations

- Citations unpaid after 5 business days from the date of issue shall be considered delinquent and subject to a \$20.00 additional fine for **FAILURE TO ANSWER A CITATION AS DIRECTED**. If the citation remains unpaid after a collection letter is sent, an additional \$20.00 fine will be levied for **FAILURE TO RESPOND TO A LETTER**. Any questions regarding this subject matter should be directed to Parking Services at: 541.885.1551.
- Payment of fines will be required **prior to** appeal of the citation. Appeals are sanctioned and processed by the Parking and Traffic Commission
- Any student who fails to pay the Cashier's Office for a parking and traffic citation will have the fine added to their account balance. Any faculty or staff member who fails to pay the Cashier's Office for a parking and traffic citation may have the fine deducted from their payroll check.

## Enforcement of Penalties

An individual who is cited for violation of the parking and traffic regulations shall (within the time provided on the citation):

- Pay the amount prescribed on the citation within five (5) school days.
- Appeal the citation after payment has been made
  - a. Appeals to citations may be made online through your TECHweb parking site and current permit.
  - b. For those who have received a citation and are not affiliated with Oregon Tech you can submit an appeal per the attached link <https://www.oit.edu/campus-safety/parking-services/citation-appeal-form>.
  - c. The Parking and Traffic Commission will review all appeals and decisions will therein be final.

## Authority of Parking and Traffic Commission

The Parking and Traffic Commission is responsible for establishing equitable rules and regulations relative to parking administration and traffic management on campus. The Parking and Traffic Commission also distributes regulations governing parking and traffic management on campus as well as recommends fines and fees sufficient to support the parking operations to the Vice President for Finance and Administration through the Executive Director for Resilience, Emergency Management and Safety.

In response to a written appeal to a citation, the Parking and Traffic Commission shall have the full authority to:

- Find the individual responsible and uphold the violation and fine.
- Find the individual not responsible for the violation and refund the fine
- May recommend to Oregon Tech administration a restriction or suspension of driving or parking privileges, or other disciplinary actions.





## Responsibility in Traffic Control

The Oregon Tech Board of Trustees is authorized to enact such regulations as it shall deem reasonable and appropriate to provide for the control, enforcement and regulating of traffic and parking of vehicles on the university's property. The administration of these regulations lies within the Resilience, Emergency Management and Safety department working in coordination with the Campus Safety office.

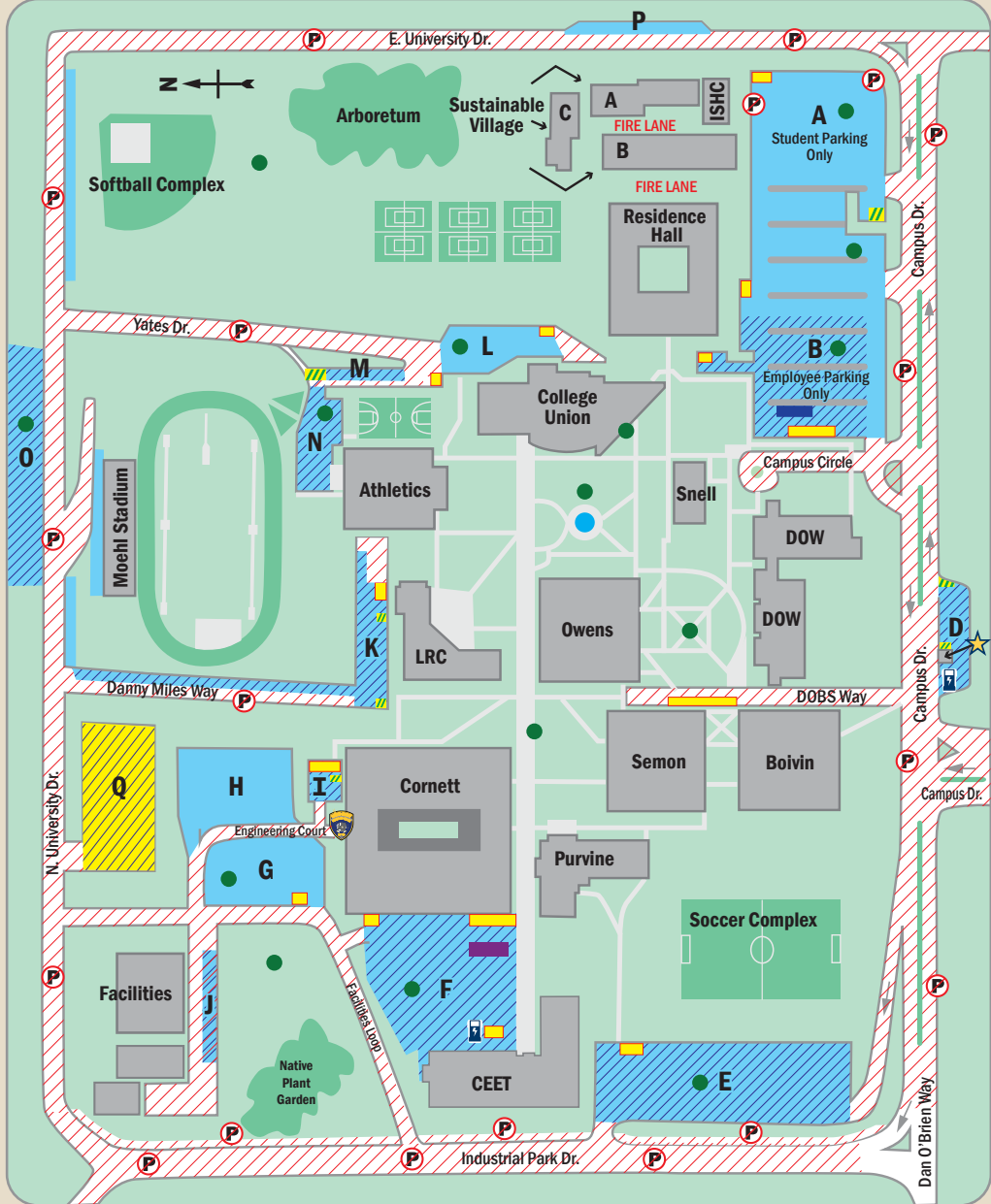
The regulations listed herein, which provide for the control, enforcement and regulating of traffic and parking of vehicles on campus, are enforceable whenever a vehicle is on campus. Parking or operation of a vehicle on campus is conclusive evidence of willingness to abide by these regulations. Administrative and disciplinary sanctions may be imposed upon students, faculty, and staff for violation of the regulations.

In the case of an emergency or special event, parking and traffic regulations may be waived by the on-scene incident commander, Executive Director for Resilience, Emergency Management and Safety, or the Vice President for Finance and Administration. Oregon Tech assumes no responsibility or liability for the care or protection of any vehicle or its contents while it is parked on university property. Oregon Tech also assumes no responsibility or liability for the care or protection of any vehicle or its contents during its removal or subsequent storage as a result of violations of these regulations.

## Firearms, Munitions and Explosives

In reference to vehicles parked on university owned or controlled property, it is prohibited to store firearms (by definition) or ammunitions/explosives of any sort in any vehicle that is parked on university owned or controlled property. This includes any individuals that possess a valid concealed handgun license while parked on university owned or controlled property. The limited exception to this order is for on-duty law enforcement officers licensed with the Oregon Department of Public Safety Standards and Training (DPSST) or equivalent state or federal authority authorized to license the possession of firearms by law enforcement officers. These law enforcement professionals are authorized to store weapons and munitions in official law enforcement vehicles when on university grounds.





## Designated Parking Areas

- General Parking and Resident Parking
- November 1–April 1: No Parking 2 am – 6 am
- Accessible Parking
- Discounted Parking Location
- Motorcycle Parking
- Visitor Parking
- Dental Clinic Parking
- No Parking

Map is not to scale and does not accurately depict the number of parking spaces or rows

## A: Residence Parking B thru Q: General Parking

- A Residence Lot (Residence Life & Integrated Student Health Center)
- B General Lot
- D Information Booth Lot
- E Purvine Hall Lot
- F Cornett West/CEET Lot
- G-H Cornett North Lot
- I Cornett North Annex
- J Facilities Services Lot
- K Learning Resources Center Lot
- L College Union East Lot
- M College Union North Lot
- N Tech Fit Lot
- O Stadium Lot (gravel)
- P East Village Lot
- Q Cornett North Lot

- Information Center
- Evacuation Assembly Point
- Electric Vehicle Charging Station
- Bike Friendly Recognition by Travel Oregon
- Campus Safety Center

**Oregon TECH:**

Thank You  
for keeping our campus  
Tobacco-Free & Smoke-Free.

Smoking substances of any kind is prohibited on campus by Oregon Tech policy.