



**Abraham Baldwin  
Agricultural College**

**PARKING  
REGULATIONS  
2024-2025**

## **PARKING**

The campus has ample parking spaces for students, faculty, staff, and visitors. It is the responsibility of all members of the campus community to acquaint themselves with the rules and regulations regarding parking on the Abraham Baldwin Agricultural College (ABAC) campus. The ABAC Police Department regulates traffic and parking on this campus pursuant to Georgia law 20-3-21.

### **General Guidelines**

- A. The college reserves the right to refuse, restrict, or revoke the privilege of having a motor vehicle on college property. ABAC is state property. Uniform rules of the road (OCGA Title 40) are applicable, as well as the appropriate rules and regulations of the Board of Regents. The College reserves the right to remove, at the owner's expense, or to lock down with an immobilization device any vehicle that is illegally parked, abandoned, or determined to be a hazard by ABAC Police. The registrant of a vehicle is legally responsible for the safe and proper use of said vehicle while on the campus. Parking regulations are enforced through school breaks.
- B. Only vehicles that are registered and issued parking decals by the ABAC Police Department are permitted on campus. Under Georgia State Law "Motorized Carts" require no license plate or vehicle registration O.C.G.A. 40-2-20 and the Driver's License required; exemption under O.C.G.A. 40-5-21 are both requirements to register and receive a parking decal at ABAC. Therefore, "Motorized Carts" (Golf Carts) are prohibited on campus.
- C. FACULTY/STAFF parking areas are identified and clearly marked throughout the campus. All privately owned vehicles belonging to faculty/staff will be parked in an authorized parking space or area designated for faculty/staff.
- D. ABAC does not assume any liability resulting from damage to a registrant's or visitor's vehicle, nor of damage resulting from a registrant's or visitor's vehicle. ABAC Police is the primary agency responsible for law enforcement and traffic/parking management on the ABAC campus.
- E. The driver of any vehicle that becomes involved in an accident on campus will stop his or her vehicle and contact ABAC Police at (229) 391-5060. The driver will remain on the scene until the accident investigation is completed. If a vehicle is inoperable ABAC Police should be notified immediately.
- F. The speed limit in all parking lots is 10 MPH. Speed limits on roadways are posted.
- G. All privately owned two and three wheeled motorized vehicles are subject to the provisions of the parking services regulations. All commuter vehicles towing a trailer will park in the South Parking Lot.
- H. Student workers of all types are considered students as far as parking regulations are concerned.

## Registration of Vehicles

- I. Summer Semester operational hours may vary. These hours of operation are considered normal business hours when it comes to the parking rules and regulations.
- J. Motorcycle parking is available in designated spaces around the campus as well as any open space associated with registrant's parking decal.
- K. All motor vehicles to be parked on campus by students, faculty, and staff must be registered with ABAC Police and display a current parking decal by the end of the first week of each semester. The only exception: See #2 under student parking. Parking decals are not to be altered in any way. Vehicles should only display one current parking decal. If a student or faculty/staff member drives an unregistered vehicle to school during nonbusiness hours they can acquire a temporary parking permit online, print it out and display it on the inside rear window or inside rear dash on the driver's side of the vehicle until the office opens and the driver can acquire a permanent parking decal.
- L. In the event a student or faculty/staff member drives a new vehicle with a temporary tag displayed on it, the driver must apply for a temporary permit until a state issued tag is assigned and placed on the vehicle. Temporary permits are available online on the ABAC Police web page. Temporary permits can be printed out at any time by the person registering for the permit. Temporary permits must be displayed in the inside rear window or inside rear dash on the driver's side of the vehicle. When the driver of the vehicle no longer needs the temporary permit, the driver must apply for a permanent decal with the correct tag that is displayed on the vehicle.
- M. Parking registration applications are available online at [www.abac.edu/police](http://www.abac.edu/police) (click on Request a Parking Decal link). Once registration is completed a receipt should be printed out and returned to the ABAC Police Department and a decal will be issued.
- N. Parking Fees:
  - 1. Student Parking Fees: Parking fees are included in tuition and fees. Parking fees cover the period beginning August 1 of the fall semester through July 31 of the following summer semester.
  - 2. Student Parking Fees: \$30 per semester paid with tuition (multiple vehicles may be registered at no additional fee).
  - 3. Faculty/Staff parking permits are free of charge. Three-year decals are issued to college employees with the expiration date on the decal. Faculty/Staff will not need another decal until the expiration date unless a different vehicle is driven to campus. Faculty/Staff parking spaces are reserved for faculty/staff only. Faculty/Staff parking spaces are reserved from 7 a.m. to 5:30 p.m. Monday-Thursday and 7 a.m. to 12 p.m. Friday. Faculty/Staff should utilize faculty/staff or employee spaces and not park in unauthorized areas. Employees are expected to set an example for students. Employees of this college should not tell students to park in unauthorized areas for any reason. Students are to use their designated parking lot during business hours.
- O. Current parking decals must be clearly visible and displayed on the rear bumper or on the outside of the rear window on the driver's side. Parking decals should be placed above a toolbox on tracks to where the whole decal is visible. Parking decals allow the registered vehicle to park only in designated parking areas. Vehicles may only park in actual parking

spaces. Decals are not transferable from one vehicle to another or from one registrant to another. If a vehicle is transferred out of the registrant's name or control, it is the responsibility of the registrant to remove the decal and return it to the ABAC Police Department to replace the decal. If a registrant needs to use another vehicle on campus for a short time, temporary permits are available from the ABAC Police Department during normal business hours or online anytime. The temporary permit should be displayed on the inside rear window or inside rear dash on the driver's side.

- P. Each person is responsible for the decal/permit issued and for any infractions that result from the misuse of the decal/permit. When a registrant realizes that the decal/permit is stolen or lost, a report must be filed with ABAC Police. Students should check their vehicle every day for damage or parking tickets.
- Q. Vehicles are not to be pulled through or backed into parking spaces at any time. Vehicles found parking in this manner will be ticketed for improper parking.

**Tickets received for parking infractions through the practice of loaning/borrowing of vehicles will ultimately be the responsibility of the student to whom the vehicle/decal is registered.**

### **Parking Regulations**

#### R. Student Parking

1. Parking areas are designated as student or faculty/staff. Students are not permitted to park in the faculty/staff parking areas except between 5:30 p.m. and 7:00 a.m. on normal business days. Summer Semester hours may vary. (Restricted parking areas are person with disability spots, loading zones, fire lanes, red/yellow curbing, ABAC Police, and visitor spaces.)
2. Students with ONLY EVENING/ONLINE CLASSES are not required to register vehicles with ABAC Police. However, all the rules and regulations for parking do apply. If the student is on campus at any time during the day prior to 5:30 p.m., a permit/decal is required. This will also apply to ABAC Bainbridge students who park on the ABAC main campus during business hours.
3. Disabled students may park in marked disability parking spaces after obtaining a Disability Permit from your local tag office.
4. **Students are not permitted to park in visitor spaces during business hours.**
5. **Student vehicles will not be parked or driven on sidewalks, walkways, grass, or on the maintenance driveways at ANY TIME.**
6. Students living at ABAC Lakeside will be issued a designated decal for that housing facility. ABAC Lakeside residents must park at ABAC Lakeside. The ABAC Lakeside parking lot will be reserved for ABAC Lakeside residents only. During normal business hours (7:00 a.m.- 5:30 p.m. Monday -Thursday and 7 a.m. - 12 p.m. Friday), Summer Semester hours may vary. ABAC Lakeside residents will not be allowed to park in any other parking areas on campus except in 15-minute zones to conduct business or in disability spaces if they have the proper state issued permit.

7. Students living at ABAC Place will be issued a designated decal for that housing facility. ABAC Place residents must park in one of the following marked lots: ABAC Place South Lot, Stallion Lot, Soccer Lot, Red Hill Lot, Baseball Lot, Town Hall Lot, ABAC Place North (Premier Lot-Eligible Only), West Lot and ABAC Place East Lot. ABAC Place residents are restricted from parking in the North Lot, Lakeside Lot, or any Faculty/Staff Lot during normal business hours of 7:00 am-5:30 pm Monday-Thursday or 7:00 am-12:00 pm Friday. Summer Semester hours may vary. ABAC Place residents will be allowed to park in 15-minute zones to conduct business or in disability spaces if they have the proper state issued permit.
8. Premier Parking is located on the south end of the ABAC Place Apartments, Building 200. Premier Parking is for those students who register and receive a Premier Parking decal through housing in addition to the ABAC Place parking decal. Premier parking will be enforced 24 hours a day, 7 days a week.
9. Commuter students will be issued a designated decal for students who live off campus. Commuter students must park in the following marked lots: North Commuter Lot, South Commuter Lot, Red Hill Lot, or Baseball Lot. Commuter students will be restricted from parking in the Lakeside Lot, ABAC Place North, South & West Lot, Stallion Lot, Soccer Lot, Town Hall Lot, or any lot marked for faculty/staff during normal business hours of 7:00 am - 5:30 pm Monday - Thursday or 7:00 a.m. - 12:00 p.m. Friday. Summer Semester hours may vary. ABAC Commuter students will be allowed to park in 15-minute zones to conduct business or in disability spaces if they have the proper state issued permit.
10. Police Academy students will use the South Commuter Lot by Campus Road.
11. Students may park in any available parking lot after normal business hours of 7:00 a.m.-5:30 p.m. Monday through Thursday and 7:00 a.m.-12:00 p.m. Friday, Summer Semester hours may vary. This rule excludes ABAC Place Premier parking area and 24 hour reserved RLC Housing parking spots.
12. Gaines Hall Lot is reserved for staff and visitors of the Center for Rural Prosperity and Innovation.
13. Resident Life Coordinators (RLC) parking spots are located at both housing facilities. These spots are reserved 24 hours a day and are to be used by RLC's or their family.

#### S. Student Parking Tickets

1. Students receiving a parking violation will pay the fine at the cashier's window in The Carlton Center on the First Floor at the office of student accounts, between the hours of 8:45 a.m. and 4:00 p.m. Monday-Thursday and 8:45 a.m. and 11:30 p.m. Friday. Summer Semester hours may vary. Students may also pay online through eStallion. The ticket must be presented to pay the fine. If the ticket is lost the student may pick up a copy of the ticket print-out at the ABAC Police Department located in Evans Hall.
2. Students receiving a parking violation have the right of appeal (appealable violations) for seven calendar days. Appeals can be made at the ABAC Police Department or at [www.abac.edu/police](http://www.abac.edu/police). If an appeal has not been completed within this time the student forfeits his or her right to appeal, and the ticket stands.

If a student receives a ticket and has extenuating circumstances or there is a bonafide mistake with the ticket, the student can take the matter up with the Chief of ABAC Police or his designee. The Chief or his designee will either void the ticket or instruct the student to appeal the ticket.

After a student submits their appeal the Student Traffic Court will hear the case. Traffic court meets on Thursdays except for school holidays. Students will not need to attend traffic court. Students may call the ABAC Police Department the following Monday after their scheduled court date to determine the court findings.

**Students are not allowed to appeal tickets for parking in Faculty/Staff spaces, Disability spaces or fire zones.**

The ruling of the Traffic Court is final and binding. If a student wishes to dispute a Traffic Court decision the student will have five days from the date of the Traffic Court hearing to appeal the decision with the Student Conduct board in writing. The second appeal is not designed to simply rehear the same evidence and arguments. The student must show that the treatment of the case by the Traffic Court was either a violation of due process and/or student rights, or that prejudicial treatment was shown by the original hearing body. The appeal must be submitted in writing to the Office of Student Affairs during the five-day period. If the Student Conduct Board finds merit in the appeal, they can agree to hear the case. If the Student Conduct Board agrees to hear the appeal, their decision is final. The decision of the Traffic Court stands if the student fails to submit the written appeal within the allotted time or if the Student Conduct Board refuses to hear the appeal. There is NO appeal beyond the Student Conduct Board. For further information, students can refer to the Student Code of Conduct.

3. If a student receives multiple parking violations, ABAC Police reserves the right to restrict a student's campus parking privileges. After being informed of parking restrictions, a student may not park his or her vehicle on campus or in a parking area specified. The vehicle may be immobilized on site or towed away at the owner's expense.
4. Any student whose vehicle receives four or more parking tickets is subject to having the vehicle either immobilized on site or towed, at the student's expense.
5. There will be NO PAYMENT PLAN for students who have accumulated multiple parking tickets. If your vehicle is immobilized on site or towed, all fines accumulated before and after immobilization must be paid prior to the vehicle being released.
6. **If your vehicle is immobilized on site and it is determined that the boot has been tampered with an attempt to remove or alter the boot. Your vehicle will be towed. If the boot is damaged, you will be charged criminally.**
7. Students that fail to settle debts with the college relative to parking violations will have their student accounts blocked which will result in their inability to receive grades, or graduate.

## T. Faculty/Staff Parking

1. Faculty and staff parking spaces are designated by F/S, staff or employee parking painted at the rear of the parking space or on the curbing. The primary parking areas for faculty and staff are the row of spaces adjacent to the pedestrian walkway in the North Commuter Lot, The AET Lot, The AG Science Lot, The Yow Lot, The Ag. Technology Lot, Athletic Circle, The Red Hill Lot, ABAC Circle, The Dining Hall Faculty/Staff Lot, The Health Science Lot, and Commuter section of the South Commuter Lot. Faculty and staff are to park only in spaces designated for faculty and staff unless they possess a valid Disability permit.
2. Faculty/ Staff vehicles are not allowed to park on the grass, sidewalk, driveways, ramps, student spaces, loading spaces, visitor spaces, or any other non-parking areas.
3. Faculty/Staff are expected to set an example for students and visitors and shall follow the appropriate rules and regulations regarding traffic and parking that are found elsewhere in the ABAC Parking Regulations Handbook.
4. Faculty/Staff are not permitted to apply for a Faculty/Staff decal for a family member who is a currently registered student.

## U. Faculty and Staff Parking Tickets

1. Faculty/Staff members receiving a parking violation will pay the fine at the cashier's window in The Carlton Center on the first floor at the Office of Student Accounts. The ticket must be presented to pay the fine.
2. When a faculty/staff member receives a parking violation, he or she has seven calendar days from the date of the ticket to pay the fine or to appeal. Failure to do so will result in a copy of the ticket being sent to their supervisor.
3. Faculty/ Staff desiring to appeal a parking violation may do so by writing a memorandum to the Chief of ABAC Police outlining the basis of the appeal. The ticket, along with the written appeal, should be sent to the attention of the Chief of ABAC Police. For the appeal to be considered, it must be received by the ABAC Police Department within seven calendar days of the parking violation date. All appeals will receive a written response.
4. It is the responsibility of the Chief of ABAC Police to report the status of unpaid Faculty and Staff parking violations to the Vice President for Finance and Operations and the appropriate department head. Employees will be notified at the end of each semester if they have any outstanding parking citations.

### **Parking Violation Fine Schedule**

- Failure to display current parking permit.....\$40 (not enforced 24 hours a day)
- Student vehicle parking in a Faculty/Staff zone.....\$60 (not enforced 24 hours a day except for housing FS parking spaces)
- Improper parking.....\$35 (enforced 24 hours a day)
- Parking beyond limit in time zone .....\$25 (not

- enforced 24 hours a day)
- Parking in unauthorized area (grass, sidewalk, out of zone).....\$50 (enforced 24 hours a day)
- Parking in "Disability" space without permit.....\$100 (enforced 24 hours a day)
- Parking in designated fire lane or zone \$100 (enforced 24 hours a day)
- Parking in a visitor space .....\$40 (not enforced 24 hours a day)
- Immobilization fee .....\$50 (not enforced 24 hours a day)
- Improper Display of parking permit.....\$30 (not enforced 24 a day)

**To view the Clery Act document and Abraham Baldwin Agricultural College crime statistics, visit our website at**

**[www.abac.edu/police](http://www.abac.edu/police)**

**PHONE NUMBERS**

- ABAC Police NON-EMERGENCY LINE .....(229) 391-5060**
- Health Services .....(229) 391-5030
- Student Activities .....(229) 391-5140
- Student Affairs .....(229)391-5130
- Financial Aid .....(229) 391-4910
- Admissions .....(229) 391-5004

**For EMERGENCIES:  
Dial 911**

*Revised 07/24/2024*

*ABAC Operational Hours:*

*FALL & SPRING SEMESTER'S  
M-TH 8:00 AM – 5:30 PM  
F 8:00 AM – 12:00 PM*

*SUMMER SEMESTER  
M-TH 7:00 AM – 5:30 PM  
F – CLOSED*

*\*Summer Semester hours may vary and are subject to change*