**VEHICLE POLICY – CLAREMONT CAMPUS ONLY**

This policy applies to the Claremont Campus of CST. For policies relating to the Willamette Campus, visit https://willamette.edu/offices/policies/selected/all-campus/index.html.

Vehicles driven or parked on campus must have the appropriate motor vehicle registration and insurance required for such a vehicle. The City of Claremont recommends registering bicycles with the National Bike Registry at www.nationalbikeregistry.com as this is the registry that the Claremont Police Department uses to help recover stolen bicycles.

All vehicles, including but not limited to bicycles, motorized scooters, motorcycles, automobiles and trucks, accessing CST campus roads and parking lots must abide by the State of California and municipal code of the City of Claremont rules of the road and applicable laws, (e.g. parking in designated stalls, yielding the right of way to pedestrians in marked or unmarked crosswalks at intersections, and respecting emergency vehicles) and additional CST and Claremont University Consortium (CUC) regulations (e.g. following posted signage and speed limits, staying clear of designated fire lanes, and not blocking access to driveways, stairwells, loading areas, etc.) Vehicles must adhere to all posted signs, speed limits, and parking notices.

No vehicle repairs, storage, or washing are allowed on the premises (including the use of mobile car detailing services). Non-operating vehicles must not be left anywhere on the CST campus. No house, camping, cargo, or other type of trailer shall be parked on any part of this facility, including the parking lots.

Please note for city streets (not including North College Ave. and the Foothill Blvd. frontage road adjacent to the CST campus, which are private property), permits must be obtained through the Claremont Police Department for an overnight parking exemption on the city streets. (See the following information: http://claremont.parkingexemptionapp.com) (Claremont Municipal Code 10.32.210)

**Vehicles in Campus Housing**
Please refer to the section entitled Vehicles on Campus.

**Campus Parking**
Residents, students, staff, faculty, trustees, affiliates, visitors and guests of CST may park in designated parking areas on campus during normal operating hours. Public parking is prohibited. Unauthorized vehicles are subject to tow at vehicle owner’s expense. To locate a motor vehicle that has been towed, please contact Pomona Towing Company: 909-623-1487.

**Vendor Services Parking**
Delivery and vendor vehicles needing access to the interior campus thoroughfares must contact the Facilities Department for access.

**Accessible Parking**
CST has designated 16 ADA Accessible Parking stalls on campus near various campus buildings. Vehicles parked in these parking stalls must display a valid Disabled Parking Placard from any state.
Overnight parking--Campus Housing
There is no overnight parking on the CST campus, unless you live in a campus residence and have registered your vehicle with the Housing Office. Guests of campus residents may park their vehicles on campus for up to 72 hours. Between 72 hours and 14 days, Housing guests must display a Guest Parking Permit on the dashboard of their vehicle. This overnight exclusion includes overnight parking in accessible parking spots located around campus, unless a Disabled Parking Placard is appropriately displayed.

Residents and their guests are prohibited from camping in their vehicles on CST campus property unless they have a recreational vehicle and have registered for a Guest RV Parking Pass during a designated intensive educational program (e.g. travel trailers, campers, and motorhomes are considered recreational vehicles for this policy). Guest RV Parking Passes must be obtained from the Housing Office for short-term use during a designated intensive educational program.

Overnight Parking--Other
In the unusual instance where a staff or faculty member who does not live in CST Campus Housing, needs to leave their vehicle overnight on the CST for official school business (e.g. attending an out of town conference), such individuals must request a Guest Parking Permit from the Housing Office Department 3 business days prior to parking the vehicle.

Students enrolled in a campus intensive educational program who bring their motorhomes or other appropriate RV vehicles to campus may request a Guest RV Parking Permit. Students wishing to stay in a motorhome, or house trailer for the duration of a short-term intensive program only (including Course of Study and Licensing School), must register their vehicles with the CST Housing Office and receive a Guest RV Parking Pass. There are a limited number of such permits available for each intensive program and are only valid for the length of the educational program plus 72 hours.

Pedestrians
Pedestrians have the right-of-way on interior campus thoroughfares. Bicycles, scooters and skateboards are permitted as long as they do not prevent the safe passage of pedestrians.

Campus-Owned CST Facilities Vehicles
CST Facilities Vehicles may drive on any roadway on the perimeter or interior of campus without notice. These vehicles are subject to all city and state traffic laws and all CST and CUC rules and regulations.

Personal Property
CST is not responsible for the personal property left in any vehicles parked on campus. Individuals who suspect theft of their property should complete a Campus Incident Report and may contact the Claremont Police Department to report the incident.

Inoperable Vehicles
All vehicles that are parked on the CST campus must be operable.

Uses of Parking Areas
There will be no repairing or washing of motor vehicles on campus property (including mobile car detailing services). Trailers may not be parked or stored in parking areas.
Storage
Parking areas are not to be used for storage. During the move-in and move-out process, CST residents may contract with an appropriate mobile storage company for delivery of a portable storage unit. Pods and other types of storage are only permitted on a temporary basis with express written consent by the CST Housing Office.

Disclaimer
CST reserves the right to limit campus parking or void guest parking at any time. CST may close, either temporarily or permanently, designated parking areas, or may change parking designations, with advance notice when possible.