



## VEHICLE POLICY

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The *Vehicle Policy* is the driving and parking manual for students, faculty, staff, and guests of The Master's University. The Department of Campus Safety oversees the *Vehicle Policy* and reserves the right to revise, supplement, or rescind any portion as appropriate. The *Vehicle Policy* is intended to supplement the *TMU Safety Code*, *TMU Rideable Policy*, and the TMU student/employee handbooks.

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## SAFETY CONTACTS

### ***Emergencies***

- If needed, dial 911 (call Campus Safety immediately after!)
- Guard Shack (Landline): (661) 362-2500
- Shift Supervisor (Cell): (661) 713-7561

### ***Campus Safety Office***

- Located across from the Business department at the North Academic Campus
- Appointments are encouraged

### ***Campus Safety Guard Shack***

- Located in the P1 Lot, next to the gate leading to the dorms
- An officer should be present at the Guard Shack at all times

### ***Campus Safety Department Leadership***

- Director: Kurt Fillmore, (661) 362-2686, [kfillmore@masters.edu](mailto:kfillmore@masters.edu)
- Lieutenant: Matthew Turner, [mtturner@masters.edu](mailto:mtturner@masters.edu)
- Administrative Assistant: Priscilla Turner, (661) 362-2682, [pturner@masters.edu](mailto:pturner@masters.edu)

***General Inquiries:*** [campussecurity@masters.edu](mailto:campussecurity@masters.edu) (call the shift supervisor for timely issues)

***Permit Questions:*** [parkingpermits@masters.edu](mailto:parkingpermits@masters.edu)

***Access Control Help:*** [access@masters.edu](mailto:access@masters.edu)

***Official Website:*** <http://www.masters.edu/campussafety>

### ***Department of Emergency Management***

- Director: Bryan Kortcamp, (661) 362-2687, [bkortcamp@masters.edu](mailto:bkortcamp@masters.edu)
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## SCOPE OF AUTHORITY

The Department of Campus Safety is authorized to oversee, regulate, and enforce all driving, parking, and traffic-related activities involving faculty, staff, students, and guests while traveling to, from, and within The Master's University campus and University-associated areas of Placerita Canyon. This authority includes the regulation of vehicle operation, parking, permits, pedestrian interactions, and rideables on TMU property and designated access roads; the conduct of traffic control and crosswalk operations; and the enforcement of the *Vehicle Policy* in coordination with the university's *Safety Code*, applicable institutional

codes of conduct, and relevant local and state laws. Campus Safety officers may issue warnings, citations, or utilize other corrective actions as necessary to maintain safety, order, and the protection of both persons and property.

## **SPEED**

### ***On Public Roads***

Many roads inside Placerita Canyon are still considered public roads. For public roads, the posted speed limits are **25 MPH**. If the speed limit is not posted, it remains an implied **25 MPH**. The only exception is for a short section of Placerita Canyon Road, which has a posted speed of **35 MPH**. Remember, these are speed *limits*, not speed *suggestions*. The primary and applicable public roads include but are not limited to: 13th Street; Arch Street; 12th Street; Placeritos Boulevard; Quigley Canyon Road; & Placerita Canyon Road. When driving east on Placerita Canyon Road, it ceases to be a public road at the “*End Public Maintained Road*” sign near the intersection of Aden Avenue.

### ***On Private Roads***

Most roads inside Placerita Canyon are considered private roads. For private roads, the speed is often not posted. According to the [Santa Clarita Municipal Code](#), because Placerita Canyon is both a residential and school district, speeds may not exceed **25 MPH**. All speeds must be reduced to at least **15 MPH** if the driver cannot see 100 feet without obstruction before a railway or an intersection with another private street. Because some private roads are not regularly maintained, lower speeds are necessary for safety. For example, Alderbrook Dr. requires a speed of **15 MPH or less** to be considered safe. Regardless of the absence of signage, these are speed *limits*, not speed *suggestions*. The primary and applicable private roads include but are not limited to: Alderbrook Drive; Cindy Road; Aden Avenue; Meadview Avenue; Oak Orchard Road; Cleardale Street; & Placerita Canyon Road. When driving east on Placerita Canyon Road, it becomes a private road at the “*End Public Maintained Road*” sign near the intersection of Aden Avenue.

### ***In Equestrian Locations***

“The driver of any vehicle approaching any horse drawn vehicle, any ridden animal, or any livestock shall exercise proper control of his vehicle and shall **reduce speed or stop** as may appear necessary or as may be signaled or otherwise requested by any person driving, riding or in charge of the animal or livestock in order to avoid frightening and to safeguard the animal or livestock and to insure the safety of any person driving or riding the animal or in charge of the livestock” ([CA Vehicle Code § 21759](#))

### ***In Parking Lots***

TMU maintains that no driver should ever exceed **10 MPH** under any circumstance while within a parking lot. All drivers must use extreme caution so that neither another vehicle nor pedestrians are hit. This includes all TMU lots (P1, P2, P3, P4, Dorm Lots, & West Campus) in addition to the parking lot at

Placerita Bible Church. Due to a high concentration of pedestrians and vehicles, all drivers should considerably reduce their speed to **5 MPH** when driving through P1 Lot, especially when passing the Campus Security guard shack since officers are continually entering and exiting the structure.

**Speed Limit Map**

TMU’s “Speed Limit Map” is based upon City/State laws with the addition of a **15 MPH** reduction based upon current road conditions:



**STOP SIGNS AND GENERAL SAFETY**

Per California Vehicle Code, all drivers are *required* to come to a complete stop at any and all stop signs ([California Vehicle Code § 22450\(a\)](#)). “Rolling Stops” are *not* legal, and failing to stop completely will be heavily enforced and documented. Driving the wrong direction through one-way parking lots or roads is prohibited. Driving without seatbelts is also prohibited.



## CROSSWALKS

### ***WITHOUT a Crosswalk Officer Present***

When no crosswalk officer is present, pedestrians maintain the right of way to all vehicles. The exception is when the vehicle was noticeably stopped at the crosswalk before any pedestrians arrived. Using discretion in this scenario, the driver would maintain the right of way and may continue driving with caution.

*NOTE TO PEDESTRIANS: Out of respect to all vehicles, use your discernment when walking across a crosswalk. If a vehicle has been waiting on pedestrians for some time due to high foot traffic, show respect and love by allowing the vehicle(s) through. However, make sure no other pedestrians are on the crosswalk before waving on a vehicle. Additionally, no pedestrian should ever be on their phone or run when crossing a street. Always look both ways and be vigilant.*

### ***WITH a Crosswalk Officer Present:***

When there is a high flow of pedestrian traffic, Campus Safety officers will conduct crosswalks with the purpose of reducing vehicular congestion. Any designated crosswalk officer will visibly wave at specific vehicles to indicate that pedestrian traffic has been halted by the officer and so that the vehicle will know they may drive through the intersection safely. Conducting a crosswalk is a courtesy of the Campus Safety department to maintain order and safety, so please respect and obey all commands given at these times.

When a vehicle or pedestrian ignores the directions of a crosswalk officer, they are selfishly jeopardizing the safety of others.

## PEDESTRIANS

As stated above, pedestrians maintain the right of way at all crosswalks. However, TMU conducts crosswalks at only three locations and at certain times. Therefore, if a pedestrian wishes to cross the street, they must do so at the designated crosswalk locations with discernment. When not at a designated crosswalk, pedestrians do NOT have the right of way as they cross a street.

Since some students are required to walk to class, exercise caution when walking along a road. Yield or move out of the way of vehicles so that they may pass freely and safely. When a walkway or path is available, utilize those to not impede vehicular traffic.

## RIDEABLES



For a comprehensive policy regarding rideables on TMU property, refer to the [Rideable Policy](#). But most importantly, if a person is riding a bicycle on the road, they must adhere to all traffic laws (turn signals, stop signs, etc.).

## **PARKING**

### ***Parking Locations***

Acceptable parking locations are exclusively limited to the TMU Lots (P1, P2, P3, P4, Dorm Lots, & West Campus) in addition to the parking lot at Placerita Bible Church.

### ***Acceptable Parking***

Acceptable parking is only within a painted parking space. Each parking space is defined as two parallel, white lines that are intended for vehicles to park between. This, therefore, excludes all street parking. Street parking is not allowed for any reason, but an exception has been made for the portion of Meadview Ave. that is south of Placeritos Blvd. Furthermore, under no circumstances should any driver remain parked within a designated fire lane. “Standing” vehicles are not allowed in any location except for an official parking space.

### ***Parking Privileges***

#### *Staff Spaces:*

- Allowed for only faculty/staff
- Not allowed for students or guests
- *NOTE: A few staff spots have signs posted, and only the specified staff may park in those spots.*

#### *Unmarked Spaces:*

- Allowed for all faculty/staff, students, and guests

#### *Guest Spaces:*

- Allowed for only guests visiting TMU
- Not allowed for faculty/staff or students

#### *Handicap Spaces:*

- Allowed for only vehicles actively displaying a handicap placard or handicap license plate
- Not allowed for vehicles without the proper permit

#### *Campus Safety Spaces:*

- Allowed for only Campus Safety vehicles
- Not allowed for faculty/staff, students, or guests

## **TICKETING**

Campus Safety officers may write citations for any of the offenses mentioned within the official *Safety Code, Driving Policy* or for any other violation against a TMU policy. Primarily, this is to maintain order for students, but both faculty/staff and guests may be issued a written (or digital) citation if a violation has



occurred. Campus Safety will also use a radar gun to measure students' speeds throughout the canyon and issue citations as needed.