

**BY ORDER OF THE COMMANDER  
HILL AIR FORCE BASE (AFMC)**



**AIR FORCE INSTRUCTION 31-204  
HILL AIR FORCE BASE  
Supplement 1  
31 DECEMBER 2002**

**Security**

**AIR FORCE MOTOR VEHICLE TRAFFIC  
SUPERVISION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the Hill AFB www site at: <http://www.hill.af.mil/scsweb/pdl/pubs.htm>. Personnel without access to digital media publications may contact the Base Publishing Manager, 75 CS/SCSP, DSN 777-3658.

---

OPR: 75 SFS/SFOXP (TSgt Slayback)

Certified by: 75 SFS/CC  
(Lt Col Warren L. Keithley, Jr.)

Supersedes AFI 31-204/Hill AFB Supplement, 7 May 2001

Pages: 35  
Distribution: F

---

This supplement expands on AFI 31-204, *Air Force Motor Vehicle Traffic Supervision*. It establishes traffic rules, procedures and policy for Hill Air Force Base (AFB), the Utah Test and Training Range and other geographically separated units, which will be referred to collectively as the base. This supplement applies to all organizations including tenants, military, civilian and contractor personnel on Hill AFB. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

**SUMMARY OF REVISIONS**

**This document is substantially revised and must be completely reviewed.** Updates military DUI standards (paragraph 2.5.1.3.3.); designates revocation authority (paragraphs 2.7.4.5.4, 2.7.4.6, and 2.7.4.8.); adds authorized unit orderly rooms for controlling base registration (paragraph 3.3.); specifies DD Form 2220, **DOD Registered Vehicle**, decal, location for motorcycles (paragraph 3.4.4.); provides guidance on speed limits on 6th street (Table 4.1.); defines the term "Tricyclist" (Table 4.1.); expounds on motorcycles, motor-driven cycle (MOPEDS) safety course requirements (Table 4.1.); establishes that pedestrians must use available crosswalks (Table 4.1.); directs skateboard riders during hours of darkness to wear reflective gear (Table 4.1.); provides for special parking privileges for contract designated union stewards (Table 4.2); provides guidance on management, parking wardens and handicapped spaces (Table 4.2); expounds on Hill AFB parking rules and policies (Table 4.2); changes times for carpool and decal lots (Table 4.2); establishes boat and recreational vehicles (RV) parking and storage area rules (table 4.2); defines normal duty hours (Table 4.2.); establishes Hill AFB

vehicle stereo noise ordinance (paragraph 7.); establishes distance for noise ordinance (paragraph 7.1.1.), and updates DD Form 1805, **United States District Court Violation Notice**, and DD Form 1408, **Armed Forces Traffic Ticket**, issuing and processing procedures (sec 4.93, 4.9.5.1., 4.9.5.6., 4.10.1.2., 6.3.5.).

AFI 31-204, 14 July 2000, is supplemented as follows:

**1.3.** The Ogden Air Logistics Center Commander (OO-ALC/CC) has delegated his authority under AFI 31-204, to the 75th Air Base Wing Commander (75 ABW/CC).

2.1.1. Unless contravened by military instructions, policies or exigencies, the Utah Motor Vehicle Code is applicable to traffic and vehicles on base. In accordance with the provisions of this supplement, paved base roadways are open to the use of the public, but are subject to military requirements. Operation of privately owned vehicles (POV), including motorcycles, motor-driven cycles, all-terrain vehicles and snowmobiles off paved base roadways is prohibited. Only government-owned vehicles (GOV) on official government business may operate off paved base roadways, and only when there are no safety or environmental restrictions imposed on the area to be used.

2.1.1.2. International driver's licenses are valid up to 30 days upon arrival at the base, after which only valid state licenses will be permitted.

2.5.1.1. Nonmoving violations that will result in suspension or revocation are identified in Attachment 2 of this publication.

2.5.1.3.3. "**CIVILIAN.**" Utah Code Annotated (UCA) 41-6-44 (2)(a)(I), states that "a driver is considered to be driving under the influence (DUI) when operating a motor vehicle with a blood alcohol level (BAC) of .08 percent or greater. The UCA 32A-12-209(I), states that it is unlawful for any person under the age of 21 to purchase, attempt to purchase, solicit another person to purchase, possess, or consume any alcoholic beverage or product." "**MILITARY.**" *Manual for Courts-Martial Article III*, states "that a driver is considered to be DUI if he/she operates or is in actual physical control of any vehicle, aircraft, or vessel while drunk or when the alcohol concentration in the person's blood or breath is 0.08 grams of alcohol per 100 milliliters of blood or 0.08 grams of alcohol per 210 liters of breath, as shown by chemical analysis." Personnel under the legal age, who have a blood or breath content less than 0.08, may lose their driving privileges for 90 days pending due process.

2.5.2.1.1. This period of revocation may be in addition to, and will run consecutively with, any revocation period imposed as a result of conviction of an alcohol-related offense.

2.5.2.1.2. A one-year revocation will be imposed on a driver convicted in an off-base civilian court of DUI or a lesser-included alcohol-related offense, such as alcohol-related reckless driving, when the original offense charged was DUI. (See AFI 31-204, paragraph 2.5.1.3)

2.5.2.1.4. (Added) Any illegal drug detection may result in a one-year driving suspension pending due process.

2.5.2.2. When the Reports and Analysis (75 SFS/SFAR) Section is notified of personnel changing duty stations, it will forward an Individual History Record to the gaining commander if the individual's driver's license is revoked or suspended, or if the individual has accumulated traffic points.

2.5.2.4. Multiple suspensions will run consecutively unless otherwise determined by the revoking authority.

2.6.1. A driver whose privilege is suspended at another DoD installation is also suspended at Hill AFB for the same period.

**2.7.4. (Added) Administrative Due Process Procedures.**

2.7.4.1. 75 SFS/SFAR will complete Part I of OO-ALC Form 487, **Administrative Due Process**. The purpose of this form is to delineate the administrative process for the suspension and revocation of driving privileges. The completed information will include:

2.7.4.1.1. The type of action recommended and any preliminary action taken.

2.7.4.1.2. The period of suspension or revocation recommended.

2.7.4.1.3. The reason for the action recommended and preliminary action taken.

2.7.4.1.4. A chronological record of violations leading to the suspension or revocation.

2.7.4.2. After completion of Part I, 75 SFS/SFAR will give the form to the subject individual. In addition, the individual will be notified of:

2.7.4.2.1. The right to be represented by counsel at personal expense.

2.7.4.2.2. The right to present evidence or call witnesses.

2.7.4.2.3. Notice of the time and location of the hearing.

2.7.4.3. Within seven days of receipt the subject individual will:

2.7.4.3.1. Complete Part II of OO-ALC Form 487, by indicating whether a hearing is desired and signing in the appropriate space.

2.7.4.3.2. Return the completed form to 75 SFS/SFAR. Failure to complete, sign and return the form within the specified period will constitute a waiver of the right to a hearing and the suspension or revocation will be automatically imposed.

2.7.4.3.3. The affected individual will appear promptly for the hearing at the time and place directed by 75 SFS/SFAR. Unless prior authorization for a continuance has been granted by the hearing officer or 75 SFS/SFAR, failure to appear at the specified time will constitute a waiver of the right to a hearing.

2.7.4.4. The hearing officer will:

2.7.4.4.1. Complete Part III of OO-ALC Form 487.

2.7.4.4.2. Forward the form to the base legal Staff Judge Advocate (OO-ALC/JA) for review.

2.7.4.5. OO-ALC/JA will:

2.7.4.5.1. Review the findings and recommendations of the hearing officer.

2.7.4.5.2. Concur or non concur with the findings and recommendations of the hearing officer.

2.7.4.5.3. Enter recommendations in the appropriate block of the form.

2.7.4.5.4. Forward the form to OO-ALC/CC or designee. **NOTE:** The OO-ALC/CC has delegated revocation authority to the 75 ABW/CC, who in turn has delegated this responsibility to the 75 MSG/CC.

2.7.4.6. 75 MSG/CC or designee will:

2.7.4.6.1. Review all hearing officer and OO-ALC/JA comments.

2.7.4.6.2. Enter findings on the form.

2.7.4.6.3. Forward the form to 75 SFS/SFAR.

2.7.4.7. 75 SFS/SFAR will:

2.7.4.7.1. Prepare a letter of notification advising the subject individual of the findings and action imposed.

2.7.4.7.2. Forward the notification letter to the subject individual through required channels.

2.7.4.8. The Chief of Security Forces (CSF) is authorized to issue orders on behalf of the OO-ALC/CC, 75 ABW/CC, or 75 MSG/CC concerning the suspension, revocation or restoration of

driving privileges pursuant to AFI 31-204 and this supplement, and consistent with the findings made by OO-ALC/CC or designee.

**2.13. (Added) Reinstatement and Restriction of Driving Privileges.**

2.13.1. Reinstatement of base driving privileges applies to operation of GOVs only. Any request for reinstatement must be in writing, justified as mission essential, and submitted by the subject individual's commander or equivalent.

2.13.2. Restriction of base driving privileges applies to operation of POVs only. Any request for restricted privileges must be submitted in writing by the subject individual and be endorsed by their commander or equivalent.

2.13.3. Requests for reinstatement of, or restriction on, base driving privileges may be submitted at the time of the administrative due process hearing or at any other time. Requests must be addressed to the 75th Mission Support Group Deputy Commander (75 MSG/CD) through the Administration and Reports (75 SFS/SFA) Section.

3.1.1. The maximum number of motor vehicles per person that will be registered at any one time will be three, except for active duty, retired military personnel and DoD civilian personnel.

3.1.1.1. Contractors will be issued AF Form 75, **Visitor/Vehicle Pass**, when their contract is one year or less. When a contract is over one year they will be issued DD Form 2220, **DoD Registered Vehicle**, decal.

3.1.5. Pass and Registration Section (75 SFS/SFOXI) will issue AF Form 75 to vehicles that do not meet the requirement for permanent registration, not to exceed 30 days.

3.2. The POVs of assigned military personnel will be registered within 10 duty days after arrival on base. The POVs of assigned civilian employees will be registered within 10 duty days after being hired. The POVs purchased after assignment to the base will be registered within three duty days after registration requirements are met.

3.3. The 75 SFS/SFOXI (or authorized unit orderly rooms) will control all base registration at Bldg 1296 (Pass and Registration) and Bldg 553 (South Gate Reception Center).

3.4.2.6. (Added) Family members of deceased military or retired civilian personnel will use the same color-coded DD Form 2220 as the deceased sponsor.

3.4.4. Affix the Hill AFB tab and DD Form 2220 to the top center exterior of the front windshield. For motorcycles, the DD Form 2220 will be affixed to the windscreen or to the front left fork.

3.5.6. When ownership of a POV is transferred, the previous owner will remove the DD Form 2220, return it to Operations (75 SFS/SFO) and de-register the vehicle. The new owner will follow the registration procedures in paragraph 3.2.

4.2. The installation traffic code for operation of motor vehicles is outlined in Table 4.1. of this supplement. The Utah Motor Vehicle Code found in Title 41, Chapter 6, of the UCA are assimilated into this supplement, and applies to all pedestrians and individuals operating motor vehicles, motorcycles, motor-driven cycles, all terrain vehicles (ATV) and bicycles on base. The code can be viewed at 75 SFS/SFO, Bldg 1219, or by viewing on line at: Utah Code, Title 41-Motor Vehicles

**Table 4.1 (Added) Hill AFB Traffic Codes.**

TRAFFIC CODE	POLICY
<b>Obedience to Security Forces</b>	No person shall willfully refuse or fail to comply with any lawful order or directions of Security Forces personnel authorized to direct, control or regulate traffic.
<b>Headphones</b>	Wearing headphones, earphones or similar devices while operating a motor vehicle, or while jogging, walking or bicycling in or near vehicle traffic is prohibited on base.  <b>EXCEPTION:</b> This does not include wearing hearing protection when conditions warrant.
<b>Radar Detection Devices</b>	The use or open display of radar and laser detection devices that indicate the presence of speed recording instruments, or transmit simulated erroneous speeds, is prohibited.
<b>Speed Restrictions</b>	1. Prima Facie Speed Limit. No person shall operate a vehicle at a speed greater than is reasonable and prudent under existing conditions, giving regard to actual and potential hazards existing, including when: <ul style="list-style-type: none"> <li>a. Approaching and crossing intersections or railroad crossings.</li> <li>b. Approaching and rounding curves.</li> <li>c. Approaching the crests of hills.</li> <li>d. Traveling upon narrow or winding roadways; and,</li> <li>e. Special hazards exist due to pedestrians, other traffic, weather or highway conditions.</li> </ul> 2. General On-Base Speed Limits. The maximum speed is 25 miles per hour (mph) unless otherwise posted.

	<p>3. The following speed limits apply in the non-flight line areas indicated, unless otherwise posted or the prima facie speed limit is in effect:</p> <ul style="list-style-type: none"> <li>a. 15 mph when approaching or passing children waiting for or departing from a school bus.</li> <li>b. 15 mph when approaching or passing troop formations on or alongside the roadway.</li> <li>c. 10 mph in parking zones and parking lots.</li> <li>d. 5 mph on warehouse ramps.</li> <li>e. 20 mph in all residential areas, including from the intersection of 6th Street/Liberty Road heading west to intersection of 6th Street/Charlestown Street during school year, Monday through Friday from 0700-1600. All other times, 30 mph.</li> </ul> <p>4. The following speed limits apply in the flight line areas, including taxiways, aircraft parking ramps, areas where aircraft are parked for maintenance, areas where aircraft are being towed, and roadways within the flight line boundary, unless the prima facie speed limit is in effect:</p> <ul style="list-style-type: none"> <li>a. 15 mph for general-purpose vehicles.</li> <li>b. 10 mph for special purpose vehicles; and,</li> <li>c. 5 mph for all vehicles within 50 feet of aircraft.</li> </ul>
<p><b>Rules of the Road</b></p>	<ul style="list-style-type: none"> <li>1. Keys will not be left in unoccupied vehicles, except in the flight line area.</li> <li>2. Hand signals take precedence over all posted traffic control devices, markings and signs when traffic is controlled by 75 SFS/SFO or Fire Protection (775 CES/CEF) personnel, or by on-scene commanders.</li> <li>3. If the flow of traffic stops, drivers will avoid blocking intersections.</li> <li>4. Tugs, forklifts, tractors and other slow moving vehicles, which can not exceed 25 mph, will be driven in the extreme right lane and display a “slow moving” emblem visible to vehicles approaching from the rear.</li> <li>5. Vehicles will not be driven or parked on grass or seeded areas or in off-road areas where vegetation is growing.</li> </ul> <p><b>EXCEPTION:</b> Government-owned ATVs and construction equipment when conducting official business.</p> <ul style="list-style-type: none"> <li>6. Drivers will yield the right-of-way to snow removal and street cleaning equipment when such equipment is in operation.</li> </ul>

	<p>7. Vehicles will not be driven over fire hoses, except as directed by 75 SFS/SFO or 75 CEG/CEF personnel.</p> <p>8. Drivers approaching the rear of vehicles stopped for pedestrians at intersections or marked crosswalks will not overtake and pass the stopped vehicles.</p> <p>9. All vehicles will pull to the far right of the roadway when dropping off or picking up passengers, or when emergency vehicles approach with emergency lights or signals on.</p> <p>10. Persons operating bicycles, scooters, skates, skateboards, rollerblades, sleds, etc., will not attach them to any vehicle on a roadway.</p> <p>11. Vehicles and bicycles will not be operated on designated jogging tracks and trails.</p> <p>12. Visibility of license plates and information thereon will not be obstructed by tinted covers, fluorescent light rings, or in any other manner.</p> <p>13. If a vehicle is registered in a state that issues two license plates, both must be affixed to the vehicle in the authorized locations.</p>
<b>Railroad Crossings</b>	<p>1. Whenever a vehicle approaches a railroad crossing and a train is also approaching, the driver must stop no closer than 10 feet to the nearest track.</p> <p>2. All persons operating a vehicle approaching or crossing railroad tracks will obey the signals of any flag person present.</p>
<b>Bicycles, Roller Blades, Scooters, Motorized Scooter, Skateboards</b>	<p>1. All bicyclists, rollerbladers, scooters, motorized scooters and skateboarders on base <b>will wear a bicycle helmet</b> approved by the American National Standards Institute (ANSI), Snell Memorial Foundation (SMF), etc, as intended or designed. Personnel bicycling in hard-hat areas may wear ANSI-approved hard hats instead. The use of elbow/knee pads is optional, but recommended.</p>

	<p><b>EXCEPTIONS:</b> Bicyclists in industrial or flight line areas designated no-hat area due to Foreign Object Damage (FOD) potential will not wear bicycle helmets. Tricyclists are not required to wear bicycle helmets. <b>NOTE:</b> Tricyclist refers to bicycles with three wheels. Any motorcycle or engine propelled vehicle with three wheels must wear a helmet.</p> <p>2. Bicyclists, rollerbladers, scooter and motorized scooter riders, and skateboarders on roadways will ride on the far right side of the roadway and exercise due care when passing any vehicle.</p> <p>3. Bicyclists, rollerbladers, scooter and motorized scooter riders, and skateboarders turning left will stay in the far right of the turning lane. After completing the turn, bicyclists will comply with official traffic control device or 75 SFS/SFO personnel regulating traffic along the roadway to be traveled. Racing on roadways is prohibited except on approval of 75 ABW/CC.</p> <p>4. Every bicycle, scooter and motorized scooter in use at any time from a half hour after sunset to a half hour before sunrise, and at any other time when due to prevailing conditions and ground visibility is less than 1,000 feet, will be equipped with a working front lamp visible for at least 500 feet, and a red rear reflector visible for at least 500 feet in the low beams of vehicle head lamps. During times described above, personnel will be equipped with reflective material of sufficient size and reflectivity to be visible laterally on both sides for at least 500 feet in the low beams of vehicle head lamps. In lieu of reflective material, a lighted lamp visible laterally on both sides for at least 500 feet will suffice. Skateboard riders will adhere to reflective material requirements during the times described above.</p> <p>5. 75 SFS/SFO personnel reasonably believing a bicycle, roller blades, scooter, motorized scooter or skateboard is unsafe may require the operator to stop and submit the device to inspection or testing as appropriate. Any device determined to be unsafe will not be operated on base.</p>
<p><b>Motorcycles, Motor-Driven Cycle (MOPEDS) and ATVs</b></p>	<p><b>Motorcycles, Motor-Driven Cycle (MOPEDS) Requirements:</b></p> <p>1. Any person who operates a motorcycle on base will have:</p> <ul style="list-style-type: none"> <li>a. A valid state driver’s license with motorcycle endorsement.</li> <li>b. Evidence of required liability insurance.</li> <li>c. Completion of an approved motorcycle safety course, IAW AFI 91-207, <i>The U.S. Air Force Traffic Safety Program</i>. This</li> </ul>

requirement will be based on the following AFI 91-207 guidelines:

(1) All Air Force military personnel who operate a motorcycle, on or off duty or on/off a DOD installation, regardless of their decision to register the vehicle on the installation are required to attend or to have attended an approved motorcycle safety course.

(2) All Air Force civilian personnel who operate a motorcycle while on-duty (on-off a DOD installation) and regardless of their decision to register the vehicle on the installation are required to attend or to have attended an approved motorcycle safety course.

(3) Retirees, contractors and dependants and all other non-Air Force civilian personnel who operate a motorcycle while on an Air Force installation are highly encouraged but not required to attend an approved safety course.

**NOTES:**

1. IAW AFI 91-207, On-duty civilian personnel is defined as DOD Civil Service employees (including reserve component technicians and reserve technicians, unless in a military duty status); non-appropriated fund employees (excluding part time military); Corps of Engineers Civil Works employees; youth or student assistance program employees; foreign nationals employed by the DOD components and Army-Air Force Exchange service employees.
2. Military personnel are defined as all U.S. military personnel on active duty, reserve or National Guard Personnel on active duty or performing inactive duty training; service academy cadets; officer candidates in OCS or AOCS; reserve officer training corps (ROTC) cadets when engaged in directed training activities, and foreign national military personnel assigned to the DOD components.
2. To obtain base registration, a motorcycle owner must show:
  - a. A valid state driver's license with motorcycle endorsement.
  - b. Evidence of completion of an approved motorcycle safety course.
  - c. Current motorcycle registration.
  - d. Proof of required liability insurance.
  - e. An ID card or other evidence of eligibility to register a motor vehicle on base.
3. Any motorcycle operator who has not completed an approved safety course may complete one off-base or sign up at Safety Directorate (OO-ALC/SE), Bldg 383, for the course taught on-base. OO-ALC/SE will schedule the operator for the next class and issue a Hill AFB

	<p>Temporary Motorcycle Permit, which be will valid until the day after the next class but in no case longer than 30 days from issue.</p> <p>4. A motorcycle operator not having a base registration decal affixed to the vehicle will show evidence of compliance with registration requirements at any time requested by authorized personnel. An operator who cannot show evidence of completion of an approved safety course, or who does not possess a valid temporary permit issued by the safety office <i>will not be permitted to operate motorcycles on base.</i></p> <p>5. Persons will not operate or ride motorcycles or mopeds on base unless they comply with the following requirements:</p> <ul style="list-style-type: none"><li>a. Only operators may ride mopeds; passengers are not allowed.</li><li>b. Headlights will be on at all times.</li><li>c. Rear-view mirrors will be attached.</li><li>d. All riders will properly wear protective helmets meeting Department of Transportation, ANSI or SMF standards.</li><li>e. All riders will wear impact-resistant goggles or full-face shields on their helmets. <b>EXCEPTION:</b> Goggles or shields are not required for operators if their vehicles are equipped with windshields at least as high as the top of the helmet when they are sitting upright.</li><li>f. All operators will wear a brightly colored outer garment on their torsos during the day, and reflective clothing during the night. The brightly colored or reflective garment must be clearly visible.</li><li>g. Long-sleeved shirts or jackets, full-fingered gloves or mittens, long trousers, and closed-toed shoes or boots (no sandals) are mandatory.</li></ul> <p>6. Two additional safety rules are strongly recommended, but not required, for persons operating motorcycles and mopeds. First, all riders should affix reflective material to their helmets to increase their visibility during the hours of darkness. Second, sturdy footwear, leather boots or over-the-ankle shoes should be worn to decrease the chance of foot and ankle injury.</p> <p>7. Motorcycles will be parked only in designated motorcycle parking areas. When such areas are not available, motorcycles may be parked in regular parking areas.</p> <p>8. When operating motorcycles or mopeds, all riders will only sit on the regular seats of the vehicles.</p>
--	---

	<p>9. Operators will not allow passengers on their vehicles unless they have been specifically designed to carry more than one person. Passengers ride only on the passenger seat.</p> <p>10. Motorcycles carrying a passenger, other than in a sidecar or enclosed cab, must be equipped with passenger footrests.</p> <p>11. Operators must not allow passengers to ride in any manner that interferes with the view or the operation or control of the vehicle.</p> <p>12. All riders on motorcycles or mopeds will sit astride the seats, facing forward, with one leg on each side of the vehicle.</p> <p>13. Persons will not operate motorcycles or mopeds while carrying anything that prevents them from keeping both hands on the handlebars.</p> <p>14. No riders on motorcycles or mopeds will attach themselves or the vehicle to another vehicle on a roadway.</p> <p><b>ATV Requirements:</b></p> <p>1. Operation of POVs, including motorcycles, mopeds, ATVs, snowmobiles, etc., outside of base roadways is prohibited, unless specifically authorized for official business. Operation of GOVs outside of base roadways is permitted for official business, provided there are no safety or environmental restrictions imposed on the area to be used.</p> <p>2. Any use of ATVs certified to transport munitions will comply with AFMAN 91-201, <i>Explosives Safety Standards</i>.</p> <p>3. Operators of ATVs will show proof of training (Specialty Vehicle Institute of America course completion card) upon demand by 75 SFS/SFO or Safety personnel.</p> <p><b>EXCEPTION:</b> Operators in the process of being trained by a certified ATV instructor do not have to present the card.</p> <p>a. Passengers are prohibited on ATVs.</p> <p>b. Operators of ATVs will wear protective gear as described in item 5 of the Motorcycle and MOPED requirements, subparagraphs <i>d thru g</i>.</p>
<b>Pedestrians</b>	<p>1. Pedestrians will obey traffic control devices except when otherwise directed by 75 SFS/SFO or 775 CES/CEF personnel, or by an on-scene</p>

	<p>commander.</p> <p>2. Pedestrians and joggers will not cross roadways without first ensuring the roadway is clear of traffic. Joggers will run facing traffic and wear reflective apparel during low light conditions.</p> <p>3. Pedestrians and joggers will not wear headphones while near roadways. Headphones are only authorized while on a designated running track.</p> <p>4. Pedestrians will use available crosswalks.</p>
<p><b>Dormitory Parking Lots</b></p>	<p>The following items and activities are prohibited in dormitory parking lots and adjacent areas:</p> <ul style="list-style-type: none"> <li>-Vehicles which appear to be inoperative due to a flat tire or a missing engine, transmission or other major parts (i.e., fenders, windshield, wheel, etc.).</li> <li>-Vehicles leaking fluids.</li> <li>-Vehicles on jacks.</li> <li>-Vehicles that do not have a current state registration.</li> <li>-Trailers or other equipment that can be towed by a motor vehicle.</li> <li>-Vehicle parts and accessories, including truck, sport utility vehicle, and camper shells, tires, wheels, engines, etc.</li> <li>-Vehicle maintenance, except for washing, waxing and interior cleaning, and changing or inflating tires. All other vehicle maintenance will be performed at the Auto Skills Center or off base. Under no circumstances will vehicle fluids be changed or added in dormitory parking lots. Violators will be ordered to immediately cease their activity and, if their vehicles are inoperable, to remove them to the Auto Hobby Shop or off base.</li> <li>-Storage or parking of anything other than motorcycles in the sheltered areas designated for motorcycle parking.</li> <li>-75 SFS/SFO personnel may remove vehicles or items in violation at the owner's expense.</li> </ul>

**4.8.2.** See Attachment 3 of this supplement for Hill AFB parking lots and classification.

**4.8.3.** The decals and permits used at Hill AFB are listed in Figure 4.1. of this supplement. The parking wardens will issue parking lot decals, permits and placards to personnel authorized to park in their lots. Decals will be placed on the left rear bumper. Placards or hanging permits will be placed so they are visible through the windshield. **NOTE:** When available, placards may be used in lieu of decals, but they must be identifiable.

**Figure 4.1. (Added) Decals and Permits Used at Hill AFB**

AF Form 75, <b>Visitor/Vehicle Pass</b>
AF Form 787, <b>Handicap Person Vehicle Decal</b>
AF Form 2219, <b>Registered Vehicle Expiration</b>
DD Form 2220, <b>DoD Registered Vehicle Decal</b>
Official Business Parking Permit (See <i>NOTE 1</i> )
Parking by Permit
Retired Civilian Vehicle Decal
Temporary Handicap Parking Permit
Van or Car-pool Parking Permit, Class B
Van or Car-pool Parking Permit, Class C
X Decal. (See <i>NOTE 2</i> )
XX Decal. (See <i>NOTE 3</i> )
Rank Insignia Decal (See <i>NOTE 4</i> )

**NOTES:**

1. The Official Business Permit will be issued on a controlled basis and in limited numbers to directorates, major tenant units, squadrons and union stewards. It will be used when no other means of transportation (i.e., personal GOV, motor pool taxi or base shuttle bus) is available and time-sensitive official business must be conducted via POV. An individual authorized in writing by the director or commander will issue the permit, and it will normally be valid only for the time required to conduct the official business and return to the duty section. In no case will the period of issue exceed one duty day, except for individuals who must use POVs on a daily basis, due to the nature of their job requirements (i.e., construction monitors). The permit will not be used after duty hours. This permit allows POVs to park in numbered parking lots and GOV, car-pool, visitor and official business spaces when performing official business away from the normal work center parking area. In no case, however, will this permit authorize access to handicap, X/XX, or parking by permit spaces, the flight line, or designated parking lots or spaces at the user's work center during regular duty hours. Official Business Parking Permits and Van or Car-pool Parking Permits, Class B and C, will be issued by parking wardens after authorization by confinement (75 SFS/SFOJ). Special parking privileges such as NCO/Airman of the Quarter, etc., are discouraged in areas that have limited parking.

2. The X parking decal will be issued to active duty colonels and civilians, GS-15 and GM-15, (placement of the decal will be on the left rear bumper of POVs).

3. The XX parking decal will be issued to active duty and retired general officers and to Senior Executive Service (SES) civilians (placement of the decal will be on the left rear bumper of POVs).

4. SES, general officers, colonels and chief master sergeants will also be issued appropriate identifying rank stickers to augment their DD Form 2200.

4.8.4. Management and Parking Warden policy is contained in Table 4.2 of this supplement.

**Table 4.2 (Added) Management and Parking Wardens.**

<p><b>Management</b></p>	<ol style="list-style-type: none"> <li>1. Commanders are responsible for assignment of parking spaces within their respective parking lots. When more than one organization is involved, commanders are encouraged to divide spaces based on percentages for number of personnel. Assigned spaces are identified as those spaces reserved for specific vehicles such as handicapped, GOV, visitor, contract designated union stewards and key personnel. However, assigned spaces will not exceed 10 percent of the total spaces available at each building. Total available is the number of spaces after subtracting all exclusions from the total number of spaces. Exclusions include handicapped, GOV and visitor spaces. The commander may use up to 10 percent of the remaining total available spaces for reserve or dedicated spaces. Car pool parking is a special reserved parking and not considered in the total available or exclusion. All parking spaces will be marked “reserved” and located according to the following priorities, based on the shortest, most accessible walking distance to work areas, handicap vehicles, GOVs used during duty hours, visitor vehicles, key personnel vehicles, car pool vehicles and all other vehicles. <b>NOTE:</b> Handicapped stalls will not be reserved for specific individuals. The stalls are assigned to specific facilities and will be used on a "first come" basis. Individuals will contact the responsible facility commander if there are any concerns over the number of stalls available.</li>   <li>2. Civil Engineering is responsible for the design, establishment and construction of all roadways and parking areas on base, the installation or removal of parking lot and traffic control signs and signals, and the design and placement of roadblocks.</li>   <li>3. All requests for construction, installation or removal of traffic signs and markings will be submitted through 75 SFS/SFO and the Structural Repair Section (75 CES/CEZR), in turn.</li>   <li>4. Parking lots will be designated as open for all personnel, car-pools, or with parking decal only. See Attachment 3 of this supplement for the location and type of parking decals required.</li>   <li>5. Reserved and special parking areas are designated in accordance with this supplement.</li>   <li>6. Subdividing or changing parking slots or lot boundary lines requires</li> </ol>
--------------------------	--

	<p>approval of the using organization and 75 SFS/SFO. The American Federation of Government Employees, Local 1592, will be notified for negotiating as needed.</p> <p>7. Vehicles are prohibited from parking so that the front or rear bumper extends over the sidewalk, thus enabling proper snow removal.</p> <p>8. 75 SFS/SFOJ is responsible for managing the base parking lot warden program. These responsibilities include maintaining a complete list of parking wardens, training primary parking wardens, and conducting annual program reviews of unit.</p>
<p><b>Parking Wardens</b></p>	<p>1. Each organization assigned responsibility for parking lots or spaces will appoint at least one parking warden. Additional parking wardens may be appointed as deemed necessary by the two-letter or three-letter chief. If an organization is responsible for more than one parking lot, parking wardens may be appointed for each lot. Where more than one organization uses a parking lot, each organization will appoint a parking warden for its respective portion. However, each parking lot will have a primary parking warden who will be responsible for issuing and accounting for all parking decals, placards and official business parking permits.</p> <p>2. All parking warden appointments will be in writing, and a copy of the letter will be sent to 75 SFS/SFOJ. The letter will include the parking warden's name, office symbol, duty phone, date trained, and the parking lot appointed. The letter will be updated annually or upon change of parking wardens, whichever occurs first.</p> <p>3. Primary parking wardens will receive training from 75 SFS/SFOJ. They will:</p> <ul style="list-style-type: none"> <li>a. Control and verify the issuance of all DD Forms 1408, <b>Armed Forces Traffic Ticket</b> (AFI 31-204, paragraph 4.9.3), and the parking forms, permits and decals prescribed by this supplement.</li> <li>b. Ensure parking requirements for their parking lots are strictly enforced.</li> <li>c. Issue DD Forms 1408 for parking violations in their assigned parking lots, submit the white and yellow copies 75 SFS/SFOJ within three duty days after issuance, and keep track of the number and location of DD Form 1408 books issued. Non-primary parking wardens may be delegated authority to issue DD Forms 1408 in their assigned parking lots, and when relieved of these duties, they will relinquish all unused books to the primary parking warden.</li> </ul>

	<p>d. Issue parking decals and placards only to vehicles registered on base and having current DD Forms 2220. Each requester will only be issued one decal or placard per vehicle registered on base, but each decal or placard will only be for one parking space.</p> <p>e. Ensure decals and placards are removed and returned upon an individual's PCS, retirement, etc.</p> <p>f. Submit an annual report to 75 SFS/SFOJ of all assigned parking slots, including a list of all reserved parking slots, parking passes or decals issued, and official parking permits.</p> <p>g. Train alternate parking wardens and provide them continuing guidance.</p>
<p><b>Parking Rules</b></p>	<ol style="list-style-type: none"> <li>1. All personnel driving POVs to their workplace will park in their organization's parking lot.</li> <li>2. Only state issued handicapped placard, DD Form 787, <b>Handicap Person Vehicle Decal</b> or locally generated temporary medical placard authorizes handicapped parking on base. The only exception to this is parking in reserved lots. If not assigned the reserved lot parking is not authorized, unless temporarily visiting. To be issued a temporary or permanent base handicapped parking permit, an individual must bring a properly accomplished OO-ALC Form 339, <b>Handicap Parking Request</b> (blocks 1-21 by requester and blocks 23-28 by applicable civilian or base hospital), to 75 SFS/SFOJ. This form needs to be signed by a medical physician as proof of the need for the permit. Temporary permits need the duration of the needed permit. Since the permits are accountable, the information (name, work center, organization, duty phone and effective dates) is kept in a log with 75 SFS/SFOJ. When the temporary permit expires it will be returned to 75 SFS/SFOJ for destruction. A permanent handicap sticker is to be put near and used in conjunction with the DD Form 2220.</li> <li>3. Vehicles will be parked only in areas specifically designated, posted or striped as parking areas, zones, lots or spaces. <b>EXCEPTION:</b> Parallel parking is authorized on streets in base housing.</li> <li>4. Parking lot decals will be placed on the driver's side rear bumper of vehicles. Placards or hanging permits will be placed so they are visible through the vehicle windshield.</li> <li>5. Maintenance and service vehicles, or POVs on official business, may stop at building entrances to load or unload cargo or equipment, providing other vehicular traffic is not obstructed and traffic hazards</li> </ol>

	<p>are not created.</p> <p>6. All boats and trailers not parked in carports or garages in base housing will be stored in the fenced compound near Bldg 1138 or off base. The motor pool dispatcher controls access to the compound.</p> <p>7. Official business parking is authorized in accordance with paragraph 4.8.3 and Figure 4.1 of this supplement.</p> <p>8. Except as otherwise provided in this supplement, vehicles stopping or parking on two-way roadways will do so with both passenger-side wheels within 12 inches of the right curb or paved edge of the roadway.</p> <p>9. Non-emergency vehicles will not back into diagonal parking spaces.</p> <p>10. Vehicles in parking spaces shall not obstruct walkways.</p> <p>11. Carpool spaces will be used for employee carpools Monday-Friday, 0530-1600. At all other times, these spaces will be available for open parking.</p> <p>12. All base parking lots requiring numbered parking or carpool decals will be available for open parking outside of Monday-Friday, 0530-1600.</p> <p>13. Parking Lot 17, on the northeast side of Bldg 100, will only be for handicap parking.</p> <p>14. Only motorcycles will park in designated motorcycle parking spaces, with no exceptions for inclement weather.</p> <p>15. Parking is prohibited in the following areas:</p> <ul style="list-style-type: none"><li>a. In or along any areas not designated, posted or striped for parking, including along yellow or red painted curbs.</li><li>b. In reserved spaces.</li><li>c. In bus stop zones, except for carpool drop-offs and pickups.</li><li>d. Within 30 feet of stop signs or traffic signals.</li><li>e. Within 10 feet of permanent buildings or within 20 feet of temporary buildings, unless the area is specifically designated for parking or loading/unloading is taking place.</li><li>f. Within 15 feet of a fire hydrant, in any direction.</li><li>g. Outside the white lines of parking spaces. Vehicles will not take up two parking spaces.</li><li>h. Anywhere on base roadways when the purpose is major or</li></ul>
--	---

	<p>minor repairs. Major repairs will also not be made in base parking lots. Major repairs include: repairing the engine, drive train, or rear end; replacing body parts; placing the vehicle on jack stands or drive-on ramps (excluding tire changing), or any repair disabling the vehicle for six hours or longer.</p>
<p><b>75<sup>th</sup> Services Division (75 SVS) For Sale Lot</b></p>	<p>1. Personnel authorized to permanently register POVs may display them for sale in the parking lot adjacent to Bldg 524, Outdoor Recreation (75 MSG/SVM). Before such use, personnel will register their POVs and obtain a permit from the base Auto Hobby Shop (75 SVS/SVRS), 777-3476. All POVs parked in the For Sale Lot will have a current state registration and vehicle liability insurance.</p> <p>2. POVs may also be displayed for sale at base housing residences if parked in their driveways or garages.</p>
<p><b>Recreational Vehicle (RV) Parking/Use</b></p>	<p>1. RVs (motor homes, fifth wheels, travel trailers, pickup truck campers, and pop-up/tent campers) post unique problems for the installation. Their size, either alone or in conjunction with their tow vehicle, imposes challenges and obstacles to traffic, often requiring more than the single parking space allotted for POVs.</p> <p>2. The following rules govern the parking and use of RVs on base.</p> <p style="padding-left: 40px;">a. RVs may be stored or parked only in the following locations: 1 Apr–31 Oct, in the designated RV storage lot, or completely within the driveway or carport of a base housing unit; 1 Nov-31 Mar, in the RV storage lot, or off base. Except for trucks with campers mounted in their beds, RVs will not be parked on the street in base housing. RVs will not be stored in parking lots.</p> <p style="padding-left: 40px;">b. RVs will not be occupied overnight unless registered and parked in the Family Camping Area (FAMCAMP). On occasion, 75 MSG/SVRE may sponsor an activity and designate a parking lot for the use of RVs participating in that activity, and RVs parked in the designated area may only dry camp; there will be no connection to utilities (electricity, water and sewer). Generator use will be determined for each event (normally 0600-2200 hours). Quiet hours will be from 2200-0600.</p> <p style="padding-left: 40px;">c. Transient RVs may park at the base exchange and commissary for a reasonable length of time while their occupants are shopping in these facilities, but in no case will they remain overnight. Drivers will do everything possible to avoid causing obstruction to other traffic.</p> <p style="padding-left: 40px;">d. Small RVs (typically pickup truck campers and small Class B motor homes) may be used by personnel to commute to and from work, only as long as the vehicles, when parked, occupy no more than</p>

	<p>a single parking space.</p> <p>e. 75 SFS/SFO personnel or parking wardens may ticket violators. Unattended RVs in violation may be ticketed and towed at the owner's expense. Repeated violations may result in removal of base registration decals and denial of entry to base. Under some circumstances, owners/drivers may be barred from base.</p>
--	---

4.9.3 Individuals contesting a traffic citation issued on a DD Form 1408 may contact 75 MSG/CD to schedule an appointment. Individuals contesting a traffic citation issued on a DD Form 1805 may contact OO-ALC/JAJ.

4.9.5.1. The preset collateral amount will be entered in Box B or Box A will be checked to indicate a mandatory appearance before a US magistrate. If a mandatory appearance is required, the box showing time and place of the court appearance will be filled in as prearranged with the US magistrate. Personnel who issue mandatory appearance violation notices will appear before the US magistrate, if required. See paragraphs 6.3.4 and 6.3.5 for instructions on processing violations involving automobile insurance coverage.

4.9.5.4.3 If offenders wish to appear before a US magistrate, they do not send in the collateral amount by mail. The US Magistrate Court will inform them of their court appearance date. The US magistrate may require the posting of a bond before the hearing is scheduled.

4.9.5.6. (Added) In cases where a mandatory appearance is not required, if offenders wish to appear before a US magistrate, they do not send in the collateral amount by mail, requesting instead an appearance date by checking the appropriate line on the DD Form 1805 and mailing the DD Form 1805 to the Central Violations Bureau. The US Magistrate Court will inform them of their court appearance date. The US magistrate may require the posting of a bond before the hearing is scheduled.

4.9.6. (Added) Violations that warrant suspension or revocation of base driving privileges, in addition to those listed in AFI 31-204, are shown in Attachment 4 of this supplement. **NOTE:** Any individual who is on a suspension or revocation and is charged with another violation that warrants suspension or revocation is subject to the additional suspension or revocation being imposed. If imposed, the additional suspension or revocation will run consecutively to the term of the original suspension or revocation. Any individual charged with driving on base while base driving privileges are suspended or revoked is subject to revocation of an additional two years. The two additional years will run consecutively to the term of the original suspension or revocation.

4.10.1.2. Also, prepare the Utah DUI Summons and Citation form when processing intoxicated drivers, but do not list a court or court appearance date as this is done separately on the DD Form 1805 or by a separate charging document.

**4.20. (Added) Flight Line Driving.** Operating vehicles on the Hill AFB flight line is covered in Hill AFB Instruction 13-202, *Flight Line Vehicle Control*. The office of primary responsibility (OPR) is the Chief, Airfield Management or Airfield Operations (75 OSS/OSA).

5.4.4.1. 75 SFS/SFAR will forward an advisory letter, on behalf of the Chief, Security Forces (CSF), through the unit commander or supervisor, to any person accumulating six traffic points within a six-month period.

5.5. When 75 SFS/SFAR is notified of personnel changing duty stations, they will forward an Individual History Record to the gaining commander if the individual's driving privileges have been revoked or suspended, or if the individual has accumulated traffic points.

6.3.2. 75 SFS will maintain an impound lot on Hill AFB. The Investigation Section (75 SFS/SFOI) is the OPR for the lot.

6.3.3. When the operator of a POV is apprehended or detained for DUI, 75 SFS/SFO personnel will secure the vehicle by one of the following methods:

6.3.3.1. (Added) If another person in the vehicle is unimpaired, possesses a valid driver's license, and has the consent of the driver or owner, and if the vehicle is insured to be driven by other people than the owner, that person may take possession of the vehicle.

6.3.3.2. (Added) If the vehicle is blocking or impeding traffic, coordinate through 75 SFS/SFO so the vehicle can be towed off base by a civilian wrecker service.

6.3.4. (Added) When a driver cannot produce proof of insurance and states their vehicle is not insured, the vehicle will be towed off base by a civilian wrecker service. No one, including 75 SFS/SFO personnel, will drive the vehicle any further. An uninsured POV will not be operated on base under any circumstances.

6.3.5. (Added) When a driver cannot provide valid proof of insurance but states the vehicle is insured, issue a DD Form 1408, **Armed Forces Traffic Ticket** (military), or DD Form 1805, **United States District Court Violation**, (family members, civilians) citing the driver. The driver will then have 72 hours to bring evidence of insurance, valid at the time the ticket was issued, to the 75th Security Forces Control Center (SFCC). If evidence of valid insurance is provided within 72 hours, the DD Form 1408 will be annotated to reflect the issuance of a warning, or in the case of a DD Form 1805, the DD Form 1805 will be voided and a DD Form 1408, annotated as a warning, will be issued to the driver. If proof is not verified within 72 hours, the ticket will be processed for action by the military member's commander or by the US Magistrate Court.

6.4.1. Abandoning or parking a vehicle on base in any way that presents a hazard is prohibited. Such vehicles are subject to impoundment at the owner's expense, without warning. A vehicle is presumed abandoned if it is left unattended for a period of more than three duty days. Vehicles parked more than three duty days without a DD Form 2220 or current state license plates are deemed abandoned and will be towed. Additionally, vehicles parked more than 10 days missing the engine or other major parts (i.e., fender, windshield, wheel, etc.) are deemed abandoned. In restricted areas, POVs will not be left unattended at any time.

6.4.1.3.3. (Added) Make a reasonable attempt to locate the vehicle owner. If the owner cannot be contacted a DD Form 2504, **Abandoned Vehicle Notice**, will be issued allowing three days before impoundment procedures are continued. **NOTE:** If the owner is on temporary duty or leave, the vehicle will not be considered abandoned or towed unless it is a safety hazard or does not possess a current DD Form 2220.

6.4.1.3.4. (Added) A written report of impoundment will be sent to the Vehicle Impoundment Lot Officer, 75 SFS/SFOI.

6.4.3. (Added) Release of Impounded Vehicles.

6.4.3.1. A vehicle impounded due to being abandoned will be released after the registered owner or agent:

6.4.3.1.1. Makes a request in person at Bldg 1235, 75 SFS/SFOI, for release of the vehicle. Request can be made between the hours of 0730 and 1600, Monday through Friday, excluding holidays.

6.4.3.1.2. Presents ID sufficient to prove ownership of the impounded vehicle.

6.4.3.1.3. Pays an impound fee of \$60 to the Defense Finance and Accounting Service/San Bernardino, at the Financial Management and Comptroller Directorate (OO-ALC/FM) in Bldg 1238, and then presents receipt of payment to 75 SFS/SFOI.

6.4.3.2. Any impounded vehicle not claimed by the registered owner or agent within 120 days from the date of impoundment will be disposed of in accordance with DoDM 4160.21, *Defense Reutilization and Marketing Manual*, UCA 41-6-116.10, or at the direction of OO-ALC/CC.

6.7.11. (Added) OO-ALC Form 339, **Handicap Parking Request**.

6.7.12. (Added) OO-ALC Form 487, **Administrative Due Process**.

## **Chapter 7 (Added) MOTOR VEHICLE STEREO NOISE ORDINANCE RULE**

**7.1.** No person shall operate a sound amplification device within a motor vehicle parked or operated on a public street, housing carport or dormitory parking lot, which is clearly audible or which causes a person to be aware of vibration accompanying the sound either:

7.1.1. At a distance of 50-feet from the motor vehicle.

7.1.2. Within another motor vehicle on a public street, housing carport or dormitory parking lot, at any distance, when all doors and windows of such other vehicle are closed.

### **References** (Added)

AFMAN 91-201, *Explosives Safety Standards*  
DoDM 4160.21, *Defense Reutilization and Marketing Manual*  
Hill AFB Instruction 13-202, *Flight Line Vehicle Control*

### **Abbreviations and Acronyms** (Added)

**ANSI**—American National Standards Institute  
**ATV**—All Terrain Vehicle  
**BAC**—Blood Alcohol Level  
**DUI**—Driving Under the Influence  
**FAMCAMP**—Family Camping Area  
**FOD**—Foreign Object Damage  
**MOPEDS**—motor-driven cycle  
**OPR**—Office of Primary Responsibility  
**RV**—Recreational Vehicle  
**SES**—Senior Executive Service  
**UCA**—Utah Code Annotated

### **Terms** (Added)

**Abandoned Vehicle**—A vehicle is presumed abandoned if it is left unattended for a period of more than three duty days. Vehicles parked more than three days without a DD Form 2220 or current state license plates are deemed abandoned. Additionally, vehicles parked more than 10

days, missing the engine or other major parts ( i.e., fender, windshield, etc.) are deemed abandoned.

**All Terrain Vehicle (ATV)**—Any vehicle designed for off-road use and not registered for use on paved roadways.

**Authorized Emergency Vehicle**—Fire department, security forces, police, ambulance, and other vehicles designated by OO-ALC/CC.

**Car Pool**—Two or more people occupying the same motor vehicle for transportation to and from work.

**Driver**—Any person who drives, or is in actual physical control of, a vehicle.

**Driver's License Certificate**—Evidence of the privilege to operate a motor vehicle.

**License**—The privilege to operate a motor vehicle.

**Major Motor Vehicle Accident**—A traffic accident involving disabling damage to a POV/GOV, damage to combined government/personal property valued at \$10,000 or more, or personal injury/death.

**Minor Motor Vehicle Accident**—A traffic accident involving non-disabling damage to a POV/GOV, or damage to combined government/personal property valued at less than \$10,000.

**Motor Vehicle Accident**—Any incident involving a moving motor vehicle that results in death, personal injury, or property damage.

**Owner**—A person who holds legal title to a POV. If the title reflects the names of two persons as co-owners, by use of the words "or" or "and/or," each co-owner will be deemed to have granted to the other co-owner the right to endorse and deliver the title, and to dispose of the vehicle. If the title reflects the names of two or more co-owners, by use of the word "and," the title must be endorsed by each co-owner to transfer the vehicle. If a POV is the subject of a conditional sale, installment sale or mortgage agreement, with possession conditioned upon terms in the agreement, or if a POV is subject to a security agreement, then the conditional lender or mortgagor will be deemed the owner. If a vehicle is subject to a lease, the lessor is deemed to be the owner until the lessee exercises the option to purchase.

**Revocation**—When the privilege to drive a vehicle on base is withdrawn for a period of more than six months.

**Security Forces**—Air Force military security police personnel (Air Force Specialty Code 3P0X1 and 31PX) and all Air Force civilians, contract civilians, Air Force augmentees, and foreign national civilian personnel designated by proper authority to perform guard or police duties

within the meaning of Article 7b, *Uniform Code of Military Justice*, and paragraph 19a, *Manual for Courts-Martial*. Security forces personnel authorized to direct or regulate traffic, or to apprehend violators.

**Suspension**—When the privilege to drive a vehicle on base is withdrawn for a period of six months or less.

**Unreasonable Period**—The presumption when a vehicle is parked in the same place for more than 36 hours.

**Van Pool**—Four or more people occupying the same van for transportation to and from work.

SEBASTIAN V. ROMANO III, Colonel, USAF  
Commander, 75<sup>th</sup> Air Base Wing

## Attachment 3 (Added)

**PARKING LOTS, CLASSIFICATION,  
LOCATION, AND ORGANIZATION**

<b>LOT</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>ORGANIZATION</b>
1	Open	Southwest corner of "E" St.	
2	Parking decal	North of Wardleigh on "E" St.	388 FW
3	Parking decal	East of "E" St. from 2 <sup>nd</sup> to 5 <sup>th</sup> St.	388 FW
3a	Parking decal	Southwest corner of Bldg 125	388 OSS
4	Patron	South side of Officers' Club	
5	Parking decal	Northwest corner of Bldg 5	421 FS
5a	Parking decal	Bldg 5, Bay H	
6	Car-pool	West side of Bldg 14 and 15, west of Bldg 100	75 CEG
7 a/b/c	Parking decal	West of Bldg 120, south and west of Bldg 119	388 FW
8	Parking decal	Bldg 180	75 ABW
9/9a	Parking decal	South side of Bldg 9	75 CEF/CES/75 CS
10	Parking decal	Bldg 5, Bay L	649 CLSS

11	Parking decal	Bldg 5, Bays M, N, & P	OO-ALC/MAB
12	Parking decal	Bldg 11	388 FW
13	Parking decal	North, east and west sides of Bldg 5 on "B" St. (horseshoe area)	OO-ALC/MAS
13a	Parking decal	North side of 1 <sup>st</sup> St.	OO-ALC/EM
13b	Parking decal	Bldg 5, Bay J	388 MXS/LGM
14	Parking decal	West and south of Bldg 1	388 RANS
14a	Parking decal	North side of Bldg 5	34 FS
14b	Parking decal	Adjacent to Bldg 10	75 ABW/DO
15	Car-pool	West of Bldg 205, on South Gate Dr.	OO-ALC/MAD
16	Parking decal	Southeast side of Bldg 100, Bay F	OO-ALC/MAB
17	Medical	East side of Bldg 100	OO-ALC/MAB
18	Car-pool/Medical	West side of Bldg 100	OO-ALC/MAB
20	Parking decal	Northwest corner of Bldg 214 (five spaces)	OO-ALC/MALE/CB/MAB
21	Parking decal	Bldg 133	75 ABW/CP
22	Car-pool/parking decal	Ramp area south of Bldg 225 and west of Bldg 261, and motorcycle parking on Northwest corner of	OO-ALC/MAB

## Bldg 225

23	Car-pool/Medical/ Patron	South of Bldg 230	OO-ALC/MAB, AFCU
24	Car-pool/parking decal	West of Bldg 295N	388 MXS/LGM
25	Car-pool/parking decal open	Bldg 225, south of Bldg 233, north of Bldg 265, and open parking west of Bldg 272	OO-ALC/MAB
26	Car-pool/Student	Bldg 244	OO-ALC/MAB
26a	Parking decal	West of Bldg 238	649 CLSS
27	Parking decal	Bldg 214	OO-ALC/MAB
28	Parking decal	Bldg 233	OO-ALC/MAB
29	Car-pool/Open	North and south of Bldg 276	OO-ALC/MAD
30	Parking decal/Open	East side of Bldg 249 (Civilian Dispensary)	75 AMDS
31	Open	Bldg 238	OO-ALC/MAB
32	Open	South of 6 <sup>th</sup> St. and west of South Gate Dr.	
33	Open	7 <sup>th</sup> St. between B and C St.	
34	Open	7 <sup>th</sup> St. between C and D St.	
35	Open	Northeast corner of 8 <sup>th</sup> and E St.	

36	Open	South of 7 <sup>th</sup> St. and east of E St.	
37	Open	West side of Base Gym	
38	Open	Northwest end of Bldg 800	
39	Parking decal	East, west and north curbs of Bldg 523	388 FW
40	Government only	South side of Bldg 800, on west end	OO-ALC/MA
41	Parking decal	South side of Bldg 800, between 11 <sup>th</sup> St. and Bldg 800	
42	Open	South side of Bldg 800, between 11 <sup>th</sup> St. and Bldg 800	
43	Open	South side of Bldg 480 (VOQ)	
44	Open	Officer's swimming pool	
45	Open	Airmen's swimming pool (Bldg 461)	
46	Patron/parking decal	Base hospital area	75 MDG
47	Open	West of main Chapel	
48	Patron	North of Base Exchange	
49	Open/Car-pool	East of Bldg 849	OO-ALC/MA
49a	Parking decal/Motorcycle	North-east side of Bldg 849	DDHU/D
49b	Parking decal	Southwest side of Bldg 849	75 LG/CC

50	Open	West of Bldg 507	OO-ALC/MAN
51	Car-pool	West of Bldg 507	OO-ALC/MAN
52	Open	West of South Gate Dr., north of 11 <sup>th</sup> St and south of Bldg 555	
53	Open	North of Bldg 399	
54	Open	8 <sup>th</sup> St., north of softball diamonds	
55	Parking decal	South of Bldg 383	OO-ALC/SE
56	Open	South side of Bldg 519 and west side of Bldg 120	
57	Open	Bldg 560	
58	Open	419 FW area	419 FW
59	Open/Car-pool	East of Bldg 510 and north of Bldg 511	
60	Open	South side of Bldg 594	419 FW
71	Open	Golf Course	
72	Open	Golf Course Club House	
73	Open	Bldg 743	75 SFS
80	Open	South side of Bldg 830	OO-ALC/MAK
83	Parking decal	South of Bldg 850	DDHU/SBC
84	Open	Bldg 891	DECC/CDO
85	Open	West side of Bldg 890	

86	Open	Bldg 900	
87	Parking decal	North side of 2 <sup>nd</sup> St. and Bldg 916	75 LG/LGSF
88	Open	Northeast end of Bldg 810	
89	Open	North side of Bldg 840	
90	Open	North of Bldg 845	
91	Open	North of Bldg 847	OO-ALC/MAK
92	Open	Bldg 843	
92a	Open	Northwest of Bldg 843	OO-ALC/MA/MAL
92b	Parking decal	Northeast of Bldg 843	OO-ALC/MAD
109	Parking decal	Bldg 1138	75 LG/CC
110	Open	Bldg 1294	
110a	Open	Bldg 1295	367 TRSS
111	Open	Bldg 1283	84 RADES
112	Parking decal	Bldg 1224	
114	Open	South side of Bldg 1102 (OO-ALC HQ)	
115	Open	West of Bldg 1279	
116	Parking decal	Bldg 1268	775 CES/CEZW
117	Parking decal	Areas on east and west sides of Bldg 1269 and 1279	75 MSS/DPEO
118	Parking decal	East, west and south of Bldg 1258	OO-ALC/MAK

119	Parking decal	East side of Bldg 1267	75 CS/SCSV
120	Parking decal	Bldg 1203	OO-ALC/MAK
121	Parking decal	Bldg 1204	OO-ALC/MAK
122	Parking decal	Bldgs 1246, 1247 and 1257	OO-ALC/MAK
123	Car-pool	West side of Bldg 1297 and 1298	OO-ALC/PK
124	Car-pool/Parking decal	Upper 1200 Bldg zone, except lots 125 and 126, and the east side of Bldg 1219	
125	Car-pool/Parking decal	Upper 1200 Bldg zone, except lots 124 and 126	OO-ALC/MAK
125	Parking decal	West side of Bldg 1208	OO-ALC/MAB
126	Parking decal	West side of Bldg 1208	OO-ALC/MA
127	Parking decal	Bldgs 1244, 1245, 1254, 1255, 1256 & 1264	OO-ALC/DPC OO-ALC/MAK
130	Open	East of Bldg 1208	
131	Parking decal	Bldg 1540	
132	Parking decal	East of Bldg 1205	372 RCG
137	Open	South of Bldg 1367	
138	Open	South of X-Ray Bldg	
140	Parking decal	Bldg 1515	OO-ALC/MAS
150	Open	Bldg 1580	

151	Open	North side of Bldg 1503, on Maine St.	
160	Open	In 1600 Bldg zone	
178	Open	Bldg 1781	775 CES/CED
190	Open	1900 Area	OO-ALC/MAN
193	Open	Bldg 1939	729 ACS
200	Open	West of Bldg 2023	
210	Open	East side of Bldgs 2101, 2103, 2104 & 2106	
220	Open	East side of Bldgs 2201, 2202, 2203 & 2204	
231	Parking decal	Bldg 1540	OO-ALC/MAK
240	Parking decal	North and east of Bldg 515 and Industrial Rd.	OO-ALC/MAB
400	Patron	Bldg 400	SW-HILL
401	Patron	Bldg 401	75 MSG/SVRV
404	Open/Car-pool	Bldg 1212	OO-ALC/MA

\* **NOTE:** If the parking lot is not properly identified/marked, then it is considered open parking.

**Attachment 4 (Added)****VIOLATION AND PENALTY**

<b>VIOLATION</b>	<b>PENALTY</b>
Driving on base while driver's license under suspension by state	Two years or less – Revocation
Accumulation of 12 traffic points over 12 consecutive months, or 18 traffic points over 24 consecutive months, due to traffic violations.	One year or less—Revocation
Failure to comply with base vehicle registration or de-registration requirements.	One year or less—Revocation
Three parking violations over 12 consecutive months.	Six months or less—Suspension
Unauthorized use, attempted unauthorized use, or permitting unauthorized use of any carpool permit.	Six months or less—Suspension
Obtaining carpool permit by giving false information.	Six months or less—Suspension
Use of a stolen, lost, or otherwise invalid carpool permit.	Six months or less—Suspension
Participating in more than one carpool simultaneously.	Six months or less—Suspension
Unauthorized use of an official business parking permit; use of a stolen, lost, or falsely obtained permit, or use of a permit to park a POV in any lot and then going to work at the	Six months or less—Suspension

user's work center.

Allowing any unauthorized person to use a base-registered vehicle to gain illegal base entry.

Six months or less—Suspension

Two failures by military personnel to wear prescribed clothing while operating a motorcycle or moped over 18 consecutive months.

Two points

**NOTE:** The penalties reflected in this table represent a range of allowable suspension or revocation periods. The actual period of suspension or revocation imposed will be based on the facts surrounding the particular offense, with consideration given to any aggravating and/or mitigating factors present.