

DEPARTMENT OF THE ARMY
 HEADQUARTERS, U.S. ARMY MEDICAL DEPARTMENT CENTER
 AND SCHOOL AND FORT SAM HOUSTON
 Fort Sam Houston, Texas 78234-5005

AMEDDC&S & FSH Regulation
 No. 190-5

1 August 2001

Military Police
MOTOR VEHICLE TRAFFIC PROGRAMS

Issue of supplements to this regulation by subordinate Commanders is prohibited, unless specifically approved by the Commander, U.S. Army Medical Department Center and School and Fort Sam Houston.

CHAPTER 1. REGISTRATION OF VEHICLES

SECTION I. GENERAL

	Para	Page
HISTORY.....	1-1	1-1
PURPOSE.....	1-2	1-1
APPLICABILITY.....	1-3	1-1
REFERENCES.....	1-4	1-1
RESPONSIBILITIES.....	1-5	1-1

SECTION II. VEHICLE REGISTRATION REQUIREMENTS

VEHICLE REGISTRATION.....	1-6	1-2
VEHICLES REQUIRING PASSES/TEMPORARY REGISTRATION.....	1-7	1-2
NAME IN WHICH VEHICLE WILL BE REGISTERED.....	1-8	1-3
PERMANENT REGISTRATION.....	1-9	1-3
TEMPORARY REGISTRATION.....	1-10	1-3
REGISTRATION REQUIREMENTS.....	1-11	1-4
REPORTING CHANGES IN REGISTRATION DATA.....	1-12	1-6
TERMINATION OF REGISTRATION.....	1-13	1-6
MOTORCYCLE REGISTRATION REQUIREMENTS.....	1-14	1-7

SECTION III. PARKING PERMITS

FSH HANDICAPPED/DISABLED PARKING PERMITS.....	1-15	1-7
TEXAS REQUIREMENTS.....	1-16	1-7

SECTION IV. SPEED LIMITS

SPEED RESTRICTIONS	1-17	1-8
SPEED SAFETY	1-18	1-8

*This regulation supersedes FSH Reg 190-5, 10 Aug 93.

SECTION V. VEHICLE IMPOUNDMENT

CRITERIA FOR IMPOUNDMENT.....	1-19	1-8
PROCEDURES FOR IMPOUNDMENT (UNATTENDED POVs).....	1-20	1-10
PROCEDURES FOR TOWING AND STORING.....	1-21	1-11
PROCEDURES FOR DISPOSAL OF IMPOUNDED VEHICLES....	1-22	1-11

SECTION VI. DRIVING DOCUMENTATION

DRIVING RECORDS.....	1-23	1-11
TRAFFIC POINT SYSTEM.....	1-24	1-11

SECTION VII. ADDITIONAL VEHICLE REQUIREMENTS

MOTOR VEHICLE SAFETY.....	1-25	1-11
OVERSIZED RECREATIONAL VEHICLES.....	1-26	1-13
REPAIRING AND TOWING VEHICLES.....	1-27	1-13
VEHICLE SEARCHES ON THE INSTALLATION.....	1-28	1-13

CHAPTER 2. MOTOR VEHICLE TRAFFIC CODE

SECTION I. GENERAL

PURPOSE.....	2-1	2-1
APPLICABILITY.....	2-2	2-1
RESPONSIBILITIES.....	2-3	2-1

SECTION II. STOPPING AND PARKING DEFINED

STOPPING AND PARKING.....	2-4	2-1
FORT SAM HOUSTON PARKING PLANS.....	2-5	2-3
MOTORCYCLES AND MOPEDS.....	2-6	2-3
ALL TERRAIN VEHICLES (ATV).....	2-7	2-4
RESTRAINT SYSTEMS.....	2-8	2-5
TRAFFIC ACCIDENT PROCEDURES.....	2-9	2-5
EMERGENCY VEHICLES.....	2-10	2-6
BICYCLE TRAFFIC.....	2-11	2-6
PEDESTRIAN TRAFFIC.....	2-12	2-7

APPENDIX A - FORT SAM HOUSTON PARKING PLAN.....	A-1	
APPENDIX B - DISPLAY OF DECALS.....	B-1	

CHAPTER 1. REGISTRATION OF VEHICLES

SECTION I. GENERAL

1-1. **HISTORY.** This printing publishes a revision of this regulation. Because the publication has been extensively revised, the changed portions have not been highlighted.

1-2. **PURPOSE.** This regulation prescribes policies and procedures for the registration of privately owned vehicles (POVs) and the safe and legal operation of all vehicles, both privately owned and military, on Fort Sam Houston (FSH) and its sub-installations.

1-3. **APPLICABILITY.** This regulation applies to owners/operators of privately owned vehicles who have a valid need to drive their POVs on FSH, Camp Bullis (CB), and Canyon Lake Recreational Area, and are required to register their POVs as a prerequisite to driving on post. It is also applicable to all operators of motor vehicles, both POV and military, on FSH and its sub-installations.

1-4. **REFERENCES.**

a. DOD Directive 4160.21-M, Defense Materiel Disposition Manual.

b. DODI 6055.4, DOD Traffic Safety Program.

c. AR 190-5, Motor Vehicle Traffic Supervision.

d. AR 190-22, Searches, Seizures, and Disposition of Property.

e. AR 385-55, Prevention of Motor Vehicle Accidents.

f. AR 600-8-14, Identification Cards for Members of the Uniformed Services, Their Family Members, and Other Eligible Personnel.

g. FSH Reg 385-2, Motorcycle Safety.

h. FSH Reg 385-4, Use of Vehicle Safety Restraints.

1-5. **RESPONSIBILITIES.**

a. Commanders and supervisors will:

(1) Enforce the POV registration program. Failure to comply with registration requirements may result in withdrawal of on-post driving privileges and such other disciplinary or administrative actions as may be taken by commanders or supervisors.

(2) Ensure that each member of his/her unit or section that operates a military or privately owned vehicle is properly licensed and is familiar with the post and state traffic regulations.

b. The Provost Marshal (PM) will:

(1) Administer the POV registration program.

(2) Maintain a vehicle registration point to accomplish temporary or permanent registration, issue decals, complete DA Form 3626, Vehicle Registration and Driver's Record, and change, renew, or terminate permanent registration.

(3) Coordinate vehicle registration service at the FSH In/Out Processing Facility located in building 367.

(4) Assist commanders and supervisors in enforcing the POV registration program.

(5) Establish and enforce an installation traffic code that incorporates the provisions of AR 190-5 and assimilates the traffic laws of the State of Texas under the provision Title 18, United States Code (USC), Section 13.

SECTION II. VEHICLE REGISTRATION REQUIREMENTS.

1-6. **VEHICLE REGISTRATION.** All POVs, to include motorcycles/mopeds, that are owned or operated by active duty or retired military personnel, their family members, civilians employed on FSH and its sub-installations, and persons having valid reasons for entering the installation frequently, will register the vehicles at the Provost Marshal's Office Vehicle Registration Office, building 367. Registration of vehicles operated by, or belonging to students attending a course of instruction on FSH is detailed in paragraph 1-7.

1-7. **VEHICLES REQUIRING PASSES/TEMPORARY REGISTRATION.** Passes and temporary registration are only required when specifically directed by the Garrison Commander. When required, the following will apply:

a. Vehicles owned/operated by persons on Temporary Duty (TDY), persons attending service schools that are Military Occupational Specialty (MOS) producing, or persons visiting FSH from four days to six months will be issued a temporary registration for vehicles owned or operated by them. Temporary permits may be obtained from the Provost Marshal's Vehicle Registration Office, building 367 during normal duty hours. Students who are TDY to FSH for more than six months will also register their vehicles.

b. On CB all POVs, to include commercial vehicles, cattle lease vehicles, contractor vehicles, and vendor vehicles having official business in any area other than the cantonment area must

have a "Visitor's Pass." A Visitor's Pass for official business may be obtained from the CB Range Control, building 6110, 24 hours a day. Visitors' passes for personnel conducting authorized recreational activities may be obtained from the CB Outdoor Recreation Center during scheduled operating hours.

1-8. NAME IN WHICH VEHICLE WILL BE REGISTERED.

a. Vehicles will be registered in the name of the individual whose military or civilian employment status establishes the requirement for registration. Military status will be the determining factor when two or more eligibility criteria exist. For example, a military family member residing/employed on FSH will register the vehicle in the sponsor's name, regardless of who owns the vehicle.

b. In the case of military family members residing in the area whose sponsor is not assigned to FSH, the vehicle will be registered according to the name on the state vehicle registration.

c. Personnel assigned to or employed at FSH who operate a vehicle owned by another person, will register in the name of the operator upon presentation of a power of attorney from the owner authorizing the operator to use the vehicle.

1-9. PERMANENT REGISTRATION.

a. All persons who will operate a POV on FSH for six months or more will obtain a permanent registration for their POV, except those persons listed in paragraph 1-10. All personnel eligible for assignment to family quarters, to include student personnel otherwise exempted in paragraph 1-10, will register their vehicle(s) as part of their in-processing. Registration must be accomplished within ten working days of bringing the vehicle onto the installation.

b. Military and civilian personnel will apply for initial permanent registration during in-processing. Military personnel will receive registration instruction at the In/Out Processing Facility. Department of the Army civilian employees will receive registration instruction at the Directorate of Civilian Personnel during in-processing. The actual registration of vehicles will be performed at the Provost Marshal Vehicle Registration Office, building 367, or as otherwise directed by the Garrison Commander. The vehicle need not be brought to the Registration Office provided all information required for the registration process is available as outlined below.

1-10. TEMPORARY REGISTRATION. A temporary registration will be issued to the following categories of personnel who operate a POV on FSH:

a. Personnel on TDY status, employed on FSH, or transacting official business at FSH for a period between four days and six

months. Student personnel (if registration is required) will be provided registration instructions as part of the administrative in-processing for their course of instruction.

b. Reserve Component personnel training at FSH for periods not to exceed six months.

c. Personnel clearing post. Personnel out-processing FSH for reasons of Estimated Time of Separation (ETS), or employment separation or termination will remove (as best possible) the vehicle registration decals and report to the vehicle registration office to de-register in the Vehicle Registration System (VRS). Personnel out-processing for reasons of Permanent Change of Station (PCS) or employment transfer to another installation will be able to retain the DD Form 2220, Department of Defense Registered Vehicle. However, upon processing in at the new installation the person can obtain that installation's decal to replace the FSH decal.

1-11. **REGISTRATION REQUIREMENTS.** The following prerequisites are required for both permanent and temporary (when required) registration:

a. Personal identification. Military and retired personnel present DA Form 2-1, Personnel Qualification Record, their family members present DD Form 1173, United States Uniformed Services Identification and Privilege Cards, and DOD civilian employees will present DA Form 1602, Civilian Identification. Pursuant to the provisions in AR 600-8-14, Identification Cards for Members of the Uniformed Services, their Family Members, and Other Eligible Personnel, DA Form 1602 is being issued to civilians of other than Government agencies who must identify themselves before entering Army installations, facilities, or utilities. These individuals with the DA Form 1602 and the required documentation can register their POVs on FSH.

NOTE: Army and Air Force Exchange Services (AAFES) issue their own ID Cards and will be honored at the Vehicle Registration Office as well.

b. A valid state driver's license for the class of vehicle being registered.

c. A valid state vehicle registration or other evidence of legal possession of the vehicle.

d. A valid state safety inspection if the state of registration requires a safety inspection.

e. Insurance document that complies with minimum requirements of the insurance laws of the state of Texas, and bearing the operator(s) identification with the effective and expiration dates.

f. As applicable, a motorcycle Defensive Driving Course (DDC) or Motorcycle Operator Skill Test (MOST). Commanders may, in writing, authorize military personnel, family members, or civilian employees to operate a motorcycle without such testing from the time of their arrival until the next available MOST or other approved course.

g. The DD Form 2220, Department of Defense Registered Vehicle, and FSH Form 1214, Temporary Vehicle Registration, are the only decals authorized. All vehicles requiring permanent registration must use DD Form 2220 and a Fort Sam Houston decal.

h. Vehicles registered with another military service and/or installation. Any person who is assigned or employed on FSH and has been issued a DD Form 2220 by another military service and/or installation will be required to report the number on their DD Form 2220 to the Vehicle Registration Office for validation in VRS. If the vehicle registration is not valid the vehicle will then be registered on FSH with proper documentation.

i. The FSH decal will be color-coded by category of the registered POV owner as follows:

- (1) Officer - Blue (active and retired)
- (2) Enlisted - Red (active and retired)
- (3) Civilian Employees - Green
- (4) Contractors/Vendors/others - Black

NOTE: Retired individuals now employed as a civilian on FSH or Camp Bullis will register their POVs and receive the FSH color-coded decal according to the retired rank, i.e., enlisted or officer. Army Reserve and Guard personnel can register their POVs and will receive the color-coded decal according to the retired rank, i.e., enlisted or officer. Army Reserve and Guard personnel can register their POVs and will receive the color-coded decal according to rank.

j. The maximum number of automobiles, not including recreational vehicles (RV) and motorcycles, an individual/family is allowed to register is three (3). To be granted an exception to this policy, individual will need a signed letter from his/her commander or civilian supervisor. Retirees will get approval from the Provost Marshal or his designated representative.

k. One registration decal will be issued per vehicle, and will be affixed to the vehicle's front left bumper or to the exterior (outside) of the windshield above the mirror. Decals will be affixed so as to be visible from the front of the vehicle, and will not interfere with the driver's visibility. See Appendix B-1 for further illustration.

1. Motorcycle registration decals will be affixed to the left front fork or to a plate on the front wheel housing so as to be visible from the front.

1-12. REPORTING CHANGES IN REGISTRATION DATA.

a. Registration owners/operators will update POV registration data within ten working days after becoming aware of the change. Update notice will be provided for changes in vehicle identification number, vehicle color, state license number, driver's license, organization, address, sale or other disposal of the POV.

b. Changes of registration data will be accomplished only by the registered owner/operator at the Provost Marshal Vehicle Registration Section, building 367, by completing the appropriate form.

1-13. TERMINATION OF REGISTRATION.

a. Permanent registration will be terminated:

(1) Five working days after the registered owner/operator of the POV becomes aware that he/she currently fails to meet any prerequisite to registration. Exceptions will be approved by the Provost Marshal only. It is the owner's/operator's responsibility to formally notify the Provost Marshal's Vehicle Registration Section of the status change.

(2) When the registration owner/operator has sold or otherwise disposed of the POV.

(3) When the registrant is clearing post upon permanent change of station (PCS) or expiration of term of service (ETS).

(4) When civilian employment has been terminated or the employee is being transferred to another geographic area or installation.

(5) When the registered vehicle has been rendered mechanically unsafe to operate on the highway as prescribed by the individual's state safety laws.

(6) When the individual's on-post driving privileges have been suspended or revoked in accordance with AR 190-5, the individual will report to the Provost Marshal Vehicle Registration Section, building 367 within five working days for de-registration of all registered vehicles. Licensed family member(s) may request re-registration of the vehicle.

b. When terminating registration because of sale or transfer of the vehicle, disposal of the vehicle, ETS, PCS, termination of employment, or revocation/suspension of driving privileges, the owner/registant will report to the Vehicle Registration Section,

building 367, with the removed decal, or will remove the decal in the presence of vehicle registration personnel.

c. Temporary registrations automatically terminate on the expiration date noted on the temporary registration card.

1-14. MOTORCYCLE REGISTRATION REQUIREMENTS.

a. Operators must possess a valid state driver's license, or endorsement thereof, for the operation of a motorcycle.

b. Proof of completion of an installation recognized Motorcycle Safety Skills Test.

c. Evidence of continuing compliance with minimum requirements of the insurance laws or regulations of the state of Texas.

SECTION III. PARKING PERMITS.

1-15. AMEDDC&S & FSH HANDICAPPED/DISABLED PARKING PERMITS.

a. AMEDDC&S & FSH handicapped/disabled parking permits may be obtained at the Provost Marshal Vehicle Registration Section, building 367, upon presentation of a medical authorization statement from the Patient Administration Services Office, BAMC, building 3600, indicating the person meets one of the following requirements:

(1) A disabled veteran suffering 70 percent service-connected disability, who receives compensation from the Federal Government.

(2) Permanently disabled persons, active duty, family members of active duty, retired military, family members of retired military, or DOD civilians who have lost the use of both legs or who are severely disabled, so as to be unable to walk without the aid of a wheelchair or other mechanical device.

(3) A temporarily disabled person whose disabilities are similar to those noted in item (2) above, but not of a permanent nature, will be considered handicapped for a specified length of time as designated by the physician's statement.

b. FSH handicapped/disabled parking permits are valid only on this installation.

1-16. TEXAS REQUIREMENTS.

a. Personnel with a requirement to utilize handicapped parking spaces throughout the state should obtain permanent or temporary permits from the nearest county licensing office.

b. Disabled Veteran's License Plate. If individuals possessing a disabled veteran's license plate or sticker on the

license plate desire to use handicapped parking facilities they are required to obtain a temporary handicapped decal from the Provost Marshal Vehicle Registration Section, building 367, or obtain a state handicapped decal. Disabled veterans must meet the criteria noted in paragraph 1-15a, above.

SECTION IV. SPEED LIMITS

1-17. SPEED RESTRICTIONS.

a. In addition to the specific speed restrictions imposed by this traffic code, no person shall drive a vehicle at a greater rate of speed than is reasonable and prudent under prevailing conditions and without due regard for actual and potential hazards.

b. The speed limit on all streets and roadways throughout FSH, CB, and the Canyon Lake Recreational Area is 30 MPH unless otherwise posted.

c. The speed limit in school zones, hospital zones, troop billet areas, and housing areas is 20 MPH, unless otherwise posted.

d. A 10 MPH speed limit will apply when approaching and passing marching troops.

e. The speed limit is 10 MPH in all parking lots and roads designated as service roads.

f. Speed more than 20 MPH over in a school zone or more than 30 MPH in other areas constitutes reckless driving.

1-18. **SPEED SAFETY.** Speed less than posted limits is necessary when road, weather, traffic, and other conditions are hazardous. Except for safety, no person shall drive a vehicle at reduced speeds which block the normal orderly flow of traffic.

SECTION V. VEHICLE IMPOUNDMENT.

1-19. CRITERIA FOR IMPOUNDMENT. Rules of impoundment:

a. A POV will not be impounded unless it clearly interferes with on-going operations or movement of traffic, threaten public safety or convenience, is involved in criminal activity, contains evidence of criminal activity, or is stolen or abandoned.

b. The impoundment of a POV is inappropriate when reasonable alternative to impoundment exists.

(1) Attempts should be made to contact the owner of the POV and have the vehicle removed.

(2) The vehicle may be moved a short distance to a legal parking area and temporarily secured until the owner is located.

(3) Another responsible person may be allowed to drive or tow the POV, with permission from the owner. The operator, or person empowered to control the vehicle will be informed that law enforcement personnel are not responsible for safeguarding the POV.

c. Impoundment of POVs is justified when any of the following conditions exist:

(1) The vehicle is illegally parked:

(a) On a street or a bridge, in a tunnel, or is double parked and interferes with the orderly flow of traffic.

(b) On a sidewalk, within an intersection, on a crosswalk, on a railroad track, in a fire lane, or is blocking a driveway, so that the vehicle interferes with operations or creates a safety hazard to other roadway users or the general public. An example would be a vehicle parked within 15 feet of a fire hydrant or blocking a properly marked driveway of a fire station.

(c) When blocking an emergency exit door of any public place (installation theater, club, dining hall, hospital, or other facility).

(d) In a "tow-away" zone that is so marked with proper signs.

(2) The vehicle interferes with:

(a) Street clearing or snow removal operations, and attempts to contact the owner have been unsuccessful.

(b) Emergency operations during a natural disaster or fire, or to remove debris from the disaster area during cleanup operations.

(3) The POV has been involved in a crime or contains evidence of criminal activity.

(4) The owner or person in charge has been apprehended and is unable or unwilling to arrange for the vehicle's custody or removal.

(5) The POV is mechanically defective and is a menace to others using public roadways.

(6) The POV is disabled by a traffic accident, and the operator is either unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safe-keeping.

(7) The owner or person in charge of a POV is unable to produce valid motor vehicle insurance required by Texas State Law.

(8) Law enforcement personnel reasonably believe that the vehicle is abandoned. Vehicles with expired or no safety inspection and/or registration, or that have not been operated for a period of several days due to missing components or absence of the owner, may be considered abandoned.

1-20. **PROCEDURES FOR IMPOUNDMENT:** Unattended POVs.

a. A DD Form 2504, Abandoned Vehicle Notice, will be conspicuously placed on POVs considered abandoned. This action will be documented by an entry in the Military Police Desk Journal.

b. The owner will normally be allowed three days from the date the POV is tagged to remove the vehicle before impoundment action is initiated. If the vehicle has not been removed after three days, it will be removed. A DD Form 2505, Abandoned Vehicle Removal Authorization, will be completed and issued to the wrecker operator by the Military Police. A vehicle may be towed/impounded without notice if its presence presents a traffic hazard.

c. After the vehicle has been removed, the Military Police or the wrecker operator will complete DD Form 2506, Vehicle Impoundment Report, as a record of actions taken.

d. Stolen POVs or vehicles involved in criminal activity.

(1) An inventory listing personal property, DA Form 4137, Evidence/Property Custody Document, will be completed to protect the owner, the law enforcement personnel, the towing company, and the commander or supervisor of the owner of the vehicle.

(2) The contents of a closed container, such as a suitcase inside the vehicle, need not be inventoried. Such articles should be opened only if necessary to identify the owner of the vehicle or if the container might contain explosives or otherwise present a danger to the public. Merely listing the container and securing it with security tape will suffice.

(3) Personal property must be placed in a secure area for safekeeping.

(4) A DD Form 2507, Notice of Vehicle Impoundment, will be forwarded by certified mail to the address of the last known owner of the vehicle to advise the owner of the impoundment action and request information concerning the owner's intentions pertaining to the disposition of the vehicle.

(a) When a POV is to be held for evidentiary purposes, the vehicle will remain in the custody of the appropriate law enforcement agency until law enforcement purposes are served.

(b) Recovered stolen POVs will be released to the registered owner, unless held for evidentiary purposes, or to the law enforcement agency reporting the vehicle stolen, as appropriate.

(c) A vehicle held on request of other authorities will be retained in the custody of the Provost Marshal until the vehicle can be released to such authorities.

1-21. PROCEDURES FOR TOWING AND STORING.

Impounded POVs will be towed by a local civilian wrecker service. All fees associated with the towing or storage of a POV are the owner's responsibility. No vehicle will be released to the registered owner or person empowered the responsibility until all fees have been cleared through the towing firm. If the owner is military affiliated, the vehicle will be stored in the Military Police Vehicle Impound Lot. Vehicle owners who do not have any military affiliations will be towed to the civilian towing company impound lot for disposal.

1-22. PROCEDURES FOR DISPOSAL OF IMPOUNDED VEHICLES.

a. If a POV is impounded for evidentiary purposes, the vehicle can be held for as long as the evidentiary or law enforcement purpose(s) exists. The vehicle must then be returned to the owner without delay, unless directed otherwise by competent authority.

b. If the vehicle is unclaimed after 45 days from the date notification was mailed to the last known owner or the owner released the vehicle by properly completing DD Form 2505, the vehicle will be disposed of by one of the following procedures:

(1) Release to the lien holder, if known.

(2) Processed as abandoned property in accordance with DOD 4160.21-M, Defense Material Disposition Manual.

SECTION VI. DRIVING DOCUMENTATION.

1-23. DRIVING RECORDS. Driving records will be maintained in accordance with chapter 5, AR 190-5, on all personnel cited for violations of this code, AR 190-5, and Texas Motor Vehicle Laws.

1-24. TRAFFIC POINT SYSTEM. Traffic points will be assessed as prescribed in chapter 5, AR 190-5. Accumulation of points in excess of limits established in AR 190-5 may result in the withdrawal of installation driving privileges.

SECTION VII. ADDITIONAL VEHICLE REQUIREMENTS.

1-25. MOTOR VEHICLE SAFETY.

a. As a matter of traffic safety, wearing headphones or earphones is prohibited on installation roads and streets. This includes but is not limited to all motorized vehicles, bicycles, runners, skaters, etc. This does not negate the requirements for wearing hearing protection when necessary.

b. Passengers will not be transported in the bed of a vehicle that is transporting oversized items.

c. All military vehicles, when unattended, not in a secure motor pool or other secured authorized area, will be secured in a manner that prohibits unauthorized personnel from placing the vehicle into operation or moving it.

d. Vehicles will not be left unattended except for legitimate parking in authorized parking areas. No person driving or in charge of a motor vehicle will permit it to stand unattended without first stopping the engine; locking the handbrake; removing the key; and, when stopping on any grade, turn the front wheels to the curb or the side of the roadway. In the event a person's vehicle undergoes a mechanical failure which prevents the vehicle from being moved immediately, the driver will take action to prevent the vehicle from obstructing traffic, and will notify the Military Police immediately of the location of the vehicle and the expected time of removal.

e. Leaving children under the age of 14 years or pet(s) unattended in a parked vehicle is prohibited.

f. Vehicles will not be backed unless the driver has checked the right-of-way for pedestrians, vehicles or other obstructions to the rear and both sides. Military vehicles 1/2 ton and larger, comparable civilian vehicles, and any vehicles from which the driver cannot see in all directions while backing, will have a ground guide to the rear of the vehicle.

g. The owner of a vehicle is responsible for the safe operation of his/her vehicle at all times. The owner will not knowingly lend or allow his/her vehicle to be operated on the installation by a person who does not have a valid driver's license or learner's permit, is under the influence of alcohol or drugs, or has a known physical or mental defect which could reasonably be expected to impair his/her ability to safely operate the vehicle.

h. No owner will lend, lease or use his/her vehicle to transport passengers for compensation, except as provided for in other pertinent regulations and state and local laws.

i. No persons will transport in any vehicle on the FSH, CB, or Canyon Lake Recreational Area any intoxicating beverage except in the original package or container which shall not have been opened and the seal upon which shall not have been removed, unless the opened package or container is in the locked

compartment which is not accessible to the driver or any other person in said vehicle while it is in motion.

j. No person will consume or have opened any intoxicating beverage while he is in or on any vehicle located on the FSH, CB, or Canyon Lake Recreational Area whether said vehicle is stationary or in motion.

1-26. OVERSIZED RECREATIONAL VEHICLES.

a. Oversized recreational vehicles may be parked in quarters garage areas or quarters driveways as long as they in no way impede the flow of traffic or the entrance of emergency vehicles to the quarters, and are not parked on any sod or grassy area.

b. If no such space is available, contact the Morale, Welfare, and Recreation (MWR) Office of the Community Activities Business Center (CABC).

1-27. REPAIRING AND TOWING VEHICLES ON THE INSTALLATION.

a. No person will perform major repairs or overhauls of POVs in parking lots or other unauthorized areas on FSH, CB, or the Canyon Lake Recreational Area. The post automobile craft shop may be utilized for such repairs. Major repairs are those repairs taking longer than 90 minutes to complete or requires the use of lifts, jacks, or jack-stands.

b. No vehicle will be pushed by another vehicle on the installation. When one vehicle is towing another, the connection will not exceed 15 feet. A drawbar will be used to tow vehicles with power brakes. Except in emergency situations, no vehicle will be towed during the hours of darkness. Vehicles being towed must have operable brake lights. When one vehicle is towing another and connection consists of a chain, rope or cable, there will be displayed, upon such a connection, a white flag or cloth, not less than 12 inches square.

1-28. VEHICLE SEARCHES ON THE INSTALLATION.

a. All vehicles located on FSH, CB, or Canyon Lake Recreational Area are subject to search, where there is probable cause for such search, or where it has been authorized by the Installation Commander, in accordance with AR 190-22, Searches, Seizures, and Disposition of Property.

b. Persons not subject to the Uniform Code of Military Justice (UCMJ) may be denied access to the installation upon the refusal to consent to the search.

CHAPTER 2. MOTOR VEHICLE TRAFFIC CODE.

SECTION I. GENERAL.

2-1. **PURPOSE.** This code establishes installation policies and procedures only, and is for use in conjunction with AR 190-5, AR 385-55, and Texas Motor Vehicle Laws.

2-2. **APPLICABILITY.** The provisions of this code are mandatory. Any person subject to the UCMJ, as defined by Article 2, UCMJ, who violates any provision of this code will be subject to disciplinary action under Article 92, UCMJ, Federal statutes and regulations, including appearances before the U.S. Magistrate. Vehicle operators, including military and non-military in violation of this code, may have their on-post driving privileges suspended for up to one year and may also be barred entry to FSH, CB, or the Canyon Lake Recreational Area.

2-3. **RESPONSIBILITY.** Military sponsors are responsible for explaining the provisions of this code to their family members and guests.

SECTION II. STOPPING AND PARKING DEFINED.

2-4. **STOPPING AND PARKING DEFINED.** As used in this code, the following definitions and procedures apply.

a. **STOP.** A complete cessation of movement (operator must give the proper signal before bringing the vehicle to a stop).

b. **STOPPING TO PICK UP OR DISCHARGE PASSENGERS.** A privately owned vehicle or conveyance may stop to pick up or discharge a passenger on any portion of the roadway not controlled by traffic signs, signals, or devices. However, compliance with all existing traffic regulations governing the stopping and parking of vehicles is required. Vehicles will be stopped in a parallel position not more than 18 inches from the curb, on curbed roadways, and headed in the direction of traffic.

c. **PARK.** The standing of a vehicle, whether occupied or not, other than temporarily for the purpose of loading or unloading merchandise or passengers.

d. **PARKING ON ROADS.** The stopping of a vehicle parallel to the curb or shoulder, headed in the direction of traffic with curbside wheels within 18 inches of the curb or edge of roadway except when angle parking is authorized by appropriate signs or markings.

e. **STOPPING OR PARKING PROHIBITED IN SPECIFIC LOCATIONS.** The stopping or parking (except to avoid traffic congestion or in compliance with a traffic order or device) in any of the places listed below is prohibited.

- (1) On a sidewalk.
- (2) In front of a public or private driveway.
- (3) Within 15 feet of a fire hydrant.
- (4) On a crosswalk.
- (5) Within 20 feet of an intersection.
- (6) Within 20 feet of a driveway entrance for emergency vehicles.
- (7) Alongside any vehicle (double parking) except in angle parking.
- (8) Where prohibited by official signs.
- (9) Upon lawns or grass/seeded areas or unpaved surfaces not lined for normal traffic/parking use.
- (10) Within 10 feet of buildings where the area is designated as a fire lane by the Public Works Business Center (PWBC).
- (11) Within 50 feet of buildings designated for storage of flammables or explosives.
- (12) In service driveways.
- (13) Within 15 feet of refuse dumpsters.
- (14) In any area designated as a loading/unloading area, except when actually loading or unloading. Vehicle must be attended at all times.
- (15) Outside marked stalls or on cross-hatched areas within parking lots where striping is employed.
- (16) On all roads and service roads except when authorized by appropriate signs or markings. Exception: housing areas, picking up/discharging passengers.
- (17) Obstructing the normal flow of traffic. Note: Emergency vehicles, when in the performance of official duties, are excluded from these prohibitions.

f. Drivers who accumulate three or more parking violations during any six months period may have their driving privileges suspended for up to six months.

g. Use of the "Denver Boot" may be authorized by the Provost Marshal under the following circumstances.

(1) To compel chronic offenders to report to the Provost Marshal's Office when other forms of enforcement, such as ticketing, warnings, revocation, or suspension of on-post driving privileges, have failed to achieve the desired result.

(2) When the vehicle has been used in the commission of a criminal offense or is likely to be used as an escape means by a wanted individual.

In all cases, drivers will be provided information on how to obtain a prompt hearing regarding release of their property.

2-5. FORT SAM HOUSTON PARKING PLANS.

a. Commanders/directors/activity chiefs desiring to designate or reserve parking spaces within their area will do so in accordance with the standards outlined in the parking plan at Appendix A.

b. Prior to development of a parking plan unit/directors/activity chiefs should contact the PWBC for detailed guidance concerning where vehicles may be parked, and the Civilian Personnel Advisory Center (CPAC) to determine labor union issues that may exist. Proposed plans are then staffed according to the flow chart in Figure 1-1 Appendix A.

2-6. MOTORCYCLES AND MOPEDS. For motorcycles, mopeds, motorbikes, and other motorized two-and three-wheeled vehicles, the following traffic rules apply:

a. Motorcycle operators must have a valid state motorcycle operator's permit, must be currently registered, and must display a valid state license plate and valid state inspection sticker (if applicable) issued by the owner's state of registration or the state of Texas.

b. Evidence of continuing compliance with minimum requirements of the insurance laws or regulations of the state of Texas.

c. Motorcycle operators and riders must wear a properly fastened approved helmet, eye protection, and high-visibility garment (light color for day and reflective for night) whenever and wherever they operate or ride a motorcycle. This paragraph applies to military personnel while riding on or operating a motorcycle on or off the Installation in accordance with DODI 6055.4, DOD Traffic Safety Program.

d. The use of headphones or earphones while operating a motorcycle on FSH, CB, or the Canyon Lake Recreational Area is prohibited.

e. Motorcycles will be operated on FSH, CB, or the Canyon Lake Recreational Area with headlights on at all times.

f. Military personnel, family members, or civilian employees of the Department of the Army must successfully complete a certified MOST or equivalent course recognized by the Installation Safety Officer. Commanders may, in writing, authorize military personnel, family members, or civilian employees to operate a motorcycle without such testing from the time of their arrival until the next available MOST or other approved course.

g. No off-road motorized vehicles, to include but not limited to cars, trucks, jeeps, motorcycles, and no all terrain vehicles (ATV's/go-carts) will be permitted to operate on unpaved roads on FSH, CB, or Canyon Lake Recreational Area, unless authorized by the Commander, United States Army Garrison, FSH.

2-7. **ALL TERRAIN VEHICLES (ATV/Go-Cart)**. An ATV is defined as a motor vehicle that is: equipped with a saddle for the use of the rider; designed to propel itself with three or four tires in contact with the ground; designed by the manufacturer for off-highway use by the operator only; and not designed by the manufacturer for farming or lawn care. On FSH the above criteria applies to "Go-Carts." The following applies to all operators of ATVs and "Go-Carts" on Army property and to military personnel at all times:

a. Three-wheel ATVs are not authorized to be operated on FSH, CB, or Canyon Lake Recreational Area unless approved by the Garrison Commander.

b. Children under 12 years old will not operate any ATV/Go-Cart on Army property.

c. Children between the ages of 12 and 16 will not operate any ATV/Go-Cart with an engine larger than 90cc.

d. Children between the ages of 12 and 16 will not operate any ATV/Go-Cart without parental supervision.

e. All personnel desiring to operate an ATV/Go-Cart on Army property must attend a hands-on rider course, and proof of completion must be carried while operating an ATV on Army property.

f. Helmets and full protective equipment required in paragraph 2-6c will be worn while operating ATVs/Go-Carts.

g. Passengers will not be carried while riding ATVs/Go-Carts unless manufacture design allows passengers to be carried.

h. Operators will not ride an ATV/Go-Cart while under the influence of alcoholic beverages or controlled substances.

i. ATVs/Go-Carts should not be operated on paved surfaces, except as required to cross roadways. Operators should reduce speed and use extreme caution when crossing roads. Control of an ATV can be adversely affected when operating on paved surfaces.

2-8. **RESTRAINT SYSTEMS.**

a. Restraint systems (seat belts) will be worn by all operators and passengers of U.S. Government vehicles on or off the installation.

b. Restraint systems will be worn by all civilian personnel (family members, guests and visitors) driving or riding in a POV on the installation.

c. Restraint systems will be worn by all active duty soldiers, to include Reserve Component personnel on active Federal service, who are driving or riding in a POV, whether on or off the installation.

d. Restraint systems are required in vehicles in which seat belts were installed by the vehicle manufacturer or when that vehicle is equipped with a seat belt or restraint system required by the Department of Transportation or other equivalent transportation authority.

e. Individuals will not ride in seats from which manufacturer-installed occupant restraints have been removed or rendered inoperative.

f. Use of infant/child restraint devices (car seats) will be required in POVs for children two years of age or under. Children between the ages of two and four must be restrained by a seatbelt or a car seat. Per AR 190-5, car seats are required for children four years of age and under, 45 pounds or under.

2-9. **TRAFFIC ACCIDENT PROCEDURES.**

a. The drivers involved in any traffic accident will stop immediately as close to the scene as is safely and reasonably possible, and will:

(1) Administer first aid, as necessary, to preserve life.

(2) Report accident to Military Police as soon as possible, giving his/her name, grade, social security number, organization, and/or address, and location of the accident.

b. A driver involved in a traffic accident will give his/her name, address, vehicle number and show his/her driver's license when requested by an injured person, or by any occupant of a vehicle collided with, or by any person acting for such person(s).

c. Any other person in a vehicle involved in an accident or witnessing or discovering an accident will take the above actions; and in any case, vehicle occupants or other witnesses will provide their name, organization or address, and telephone number to investigative personnel who arrive on the scene and to the drivers of any vehicles involved in the accident.

d. When a driver of any vehicle is physically incapable of complying with these reporting requirements and another occupant of the vehicle is capable, such occupant will make the necessary report.

e. All vehicle accidents, regardless of damage to vehicles or property or injury, will be reported to the Military Police.

f. The driver of any military vehicle involved in an accident off-post will give aid, properly identify himself/herself, and notify the San Antonio Police Department (or other local city/county police department). The individual will then notify the nearest Provost Marshal's Office, giving his/her name, unit, motor pool and location of accident.

2-10. **EMERGENCY VEHICLES.** These provisions are intended to facilitate movement of emergency vehicles under emergency conditions. These provisions do not protect the driver of an emergency vehicle in the event of his reckless disregard for the safety of others.

a. Drivers of emergency vehicles will observe all traffic regulations, except that in a bona fide emergency or pursuant to the apprehension of the violator or suspected violation they may: park in any location; proceed past red lights or stop lights and make unauthorized turns if the vehicle is under control and the maneuver does not endanger life and property; and exceed posted speed limits by a reasonable margin (normally not more than 10 MPH) if the vehicle is under control and the speed does not endanger life or property, and when audible or visible emergency signals are in use.

b. No driver of a vehicle other than an emergency vehicle will follow closer than 500 feet when following a fire apparatus proceeding to a fire, nor will any driver drive into or park within the block where fire apparatus has stopped in answer to a fire. Vehicles will not be driven over an unprotected fire hose without the consent of a fire department official.

c. Upon the approach of an emergency vehicle using both an audible and visible emergency signal, the driver of any other vehicle will yield the right-of-way and immediately drive to the extreme right side of the roadway clear of any intersection and permit the emergency vehicle to pass.

2-11. **BICYCLE TRAFFIC.**

a. Obedience to traffic devices: Bicyclists will obey all traffic signals, signs, and/or devices. Wherever turns are not permitted, a bicyclist may turn only by dismounting and obeying regulations pertaining to pedestrians.

b. Riding.

(1) Bicyclists will not carry any other person on a bicycle, except that tandem bicycles may carry as many passengers as there are seats and sets of pedals. Bicycle infant seats which are determined by the Directorate of Public Safety to make operation of the bicycle unsafe will be removed.

(2) Bicyclists will not ride other than upon or astride the bicycle seat, except that standing on pedals is permitted.

(3) Bicyclists will ride as near to their right hand side of the roadway as practicable, taking care when passing a standing vehicle or one proceeding in the same direction.

(4) No more than two bicyclists will ride abreast.

(5) Bicyclists riding upon sidewalks will yield right-of-way to pedestrians, and will give an audible signal before passing pedestrians.

(6) Bicyclists exiting from an alley or driveway will come to a complete stop, and will yield the right-of-way to approaching traffic.

(7) Bicycles will not be parked upon a street or sidewalk which would obstruct traffic or pedestrian flow.

(8) Bicycles used at night will be equipped with bicycle headlights and taillights or red reflectors.

(9) Bicyclists riding upon sidewalks will adhere to the rules for a pedestrian.

(10) Every bicycle will be equipped with a brake that is capable of skidding the brake wheel on a dry, level, clean pavement.

(11) Children will not be permitted to ride bicycles that are too large for them to handle safely.

(12) Persons riding bicycles of any types, roller skates, sleds or toy vehicles, will not be towed or pushed by any vehicles under any circumstances.

2-12. **PEDESTRIAN TRAFFIC.** Provisions of this paragraph govern pedestrian traffic on the Fort Sam Houston reservation and apply to all persons walking on roadways.

a. Pedestrians will obey all traffic control signs necessary for safe walking.

b. Pedestrians crossing a roadway, other than an intersection or marked crosswalk, will yield the right-of-way to all approaching vehicles.

c. Pedestrians, including small troop details, will use sidewalks; but, where not available, will walk on the left side of the road, facing oncoming traffic.

d. Foot troops in column have the right-of-way over all traffic, except emergency vehicles, and will march in columns not greater than two abreast. Columns of four abreast will be permitted during morning parade and while marching to and from ceremonies. All marching formations will march on the right side of the road as near the curb or shoulder as practical. Unit commanders are responsible for safe movement of foot troops and will:

(1) Provide flank guards to halt traffic from all directions when crossing roadways or intersections.

(2) Use flank movements to cross roadways.

(3) Avoid heavily traveled roadways whenever possible.

(4) Ensure that adequate safety precautions are taken during night marches to warn approaching traffic of the presence of troops. As minimum acceptable precautions, one road guard will march not less than 100 feet in front of the column and one road guard will march not less than 100 feet behind the column, each equipped with a sign reading 10 MPH. These guards and other soldiers performing similar duties during night and other periods of poor visibility will be furnished flashlights and canvas luminous belts and will slow and, if necessary, stop traffic to warn drivers of the presence of troops.

e. Hitchhiking. Soliciting of rides on roadways within the reservation by signaling vehicles in any manner or by standing or walking on the traveled portion of the roadway in the direction of traffic is prohibited. This provision does not preclude acceptance of voluntary offers of rides.

APPENDIX A - FORT SAM HOUSTON PARKING PLAN.

1. The following categories of designated parking are authorized:

a. Designated Parking Spaces (spaces designated for a "type" vehicle based upon its mission or ownership).

(1) Government vehicle (DOD vehs-GS-/DS missions).

(2) Handicapped - A minimum of 2 percent of the spaces in the lot/area will be designated for handicapped parking. Handicapped parking spaces will comply with the accessibility design criteria for parking spaces.

(3) Carpools/vanpools (optional unit sponsored program).

(4) Official visitor (official business).

(5) Customer/patient (service activities should carefully assess their users' needs and establish this category as a top priority).

(6) General Officers.

(7) Special use (taxi stand, ambulance, loading/unloading zone, motorcycle, Employee of the Month, etc.)

(8) Commanders and First Sergeants.

b. Open parking (encouraged for multipurpose lots, may be used in lieu of customer/patient parking).

c. Permit parking (permit parking by the space or entire parking lot is discouraged but may be approved if it can be objectively demonstrated that use of open parking is impractical and/or significantly degrades the mission). When approved for use the proponent activity will develop their own system of vehicle marking and enforcement. The unit plan must show that the parking needs of other units that share the lot have been adequately met before an entire area can become permit only parking.

2. Requirements for Signage and Other Marking. The FSH Public Works Business Center (PWBC) will employ standard designs for each of the signs authorized by the parking plan. Properly labeled curb stops will be authorized in lieu of signs wherever appropriate, and in some instances, may be required as an economy measure. The PWBC will ensure all sign/curb marking designs comply with the Manual on Uniform Traffic Control and the Installation Design Guide, respectively. PWBC will complete all required work orders subject to resource availability. Self-help projects may be completed only after approval by PWBC and Military Police review. All signage will be fabricated and erected by PWBC.

3. Enforcement.

a. To the extent possible, Military Police will, as a portion of routine patrol duties, cite drivers who illegally occupy the following spaces or areas. In the case of designated spaces:

- (1) General Officers.
- (2) Colonel, commanders and above.
- (3) Government vehicles.
- (4) Handicapped.
- (5) Special use (taxi stand, ambulance, employee/soldier of the quarter, etc.)
- (6) Upon lawns or grass/seeded areas of unpaved surfaces not lined for normal traffic/parking use.
- (7) Within 20 feet of an intersection.
- (8) Outside marked stalls or on cross-hatched areas within parking lots where striping is employed.
- (9) Any reserved spaces that have been established IAW this enforcement plan.

b. The MPs will also enforce the code for violations of the Texas Motor Vehicle Code including, but not limited to, parking too close to an intersection, parking by a fire hydrant, obstructing traffic, etc. The MPs will generally use DD Form 1805, United States District Court Violation Notice, but may issue DD Form 1408, Armed Forces Traffic Ticket, if deemed appropriate.

c. Prior to the development of a parking plan unit/directorate project officers should contact the PWBC for detailed guidance concerning where vehicles may be parked and the Civilian Personnel Advisory Center (CPAC) to determine labor relations issues that may exist. Proposed plans should then be staffed IAW the chart at Figure 1-1, Appendix A.

d. To achieve enforcement of other aspects of the parking plan (such as visitor spaces and permit parking areas), the tenant will design and obtain the Garrison Commander's approval of an enforcement plan IAW one of the following methods. The enforcement plan will be staffed and approved by DPS and SJA prior to seeking the Commander's approval.

- (1) Method #1 - (Exclusive Unit Enforcement and Administration).
 - (a) Unit develops their own ticket/admin system.
 - (b) *Unit adjudication/disciplining of violators.

*Given the in-house nature of this method, it would only be effective when the majority of the violators are members of the unit providing the enforcement.

(2) Method #2 - (Unit Enforcement Supported by PM Administrative Assistance).

(a) Upon receipt of a copy of the DD Form 1408 the PMO will annotate the violator's driver's record and forward the citation to the appropriate supervisor for action. Action taken will be noted on the driver's record. All drivers who accumulate three parking tickets within a six month period may have their driving privileges suspended for six months. Additional tickets may result in revocation of privileges and/or barment from the installation.

(b) On FSH and its sub-installations DD Form 1408 issued to civilian employees of the U.S. Government or its agencies will be forwarded to the violator's supervisor for action. The DD Form 1408 issued to civilians not associated with the government will be adjudicated IAW procedures established by the Garrison Commander. Tickets issued to family members will be sent to the respective sponsor's unit commander.

e. Installation of signs or establishment of designated parking plans that are not IAW this plan are prohibited.

f. The Provost Marshal is authorized to alter or direct changes in any parking area plans for the purpose of promoting safety, regulating the flow of traffic, or providing emergency or temporary parking for special events.

The proponent of this regulation is the Provost Marshal's Office. Users are invited to send comments and suggested improvements on DA Form 2028, Recommended Changes to Publications and Blank Forms, to the Commander, U.S. Army Medical Department Center and School and Fort Sam Houston, ATTN: MCCS-BPM, Fort Sam Houston, TX 78234-5038.

FOR THE COMMANDER:

OFFICIAL: /S/
LUCY S. PEREZ
Secretary of the General Staff

/S/
GREGORY D. STYLES
MAJ, MS
Adjutant General

DISTRIBUTION:
A (AMEDDC&S) plus
65 All Garrison Activities
5 MCCS-BHR-AS (Pubs Stockroom)
2 MCCS-BHR-AS (Mrs. Walker)