

## Vehicles on Campus Property Policy

### Section 1. PURPOSE AND SCOPE

The general safety of students, faculty, staff and visitors as well as the overall appearance and first impression of campus grounds are very important to the University community and to its academic mission. This policy will ensure safe roads, sidewalks, paths and walkways. The University builds and maintains hardscape and softscape landscapes to facilitate the safe movement of persons and vehicles around campus. All persons who walk or ride, drive, operate, or park any vehicles on campus must obey all University traffic regulations, posted signs, and speed limits relating to the use of roads, sidewalks, and grounds.

### Section 2. DEFINITIONS

**Hardscape:** any non-parking lot paved areas, driveways, walkways, and any other landscaping made up of hard-wearing materials such as wood, stone, concrete, asphalt, pavers, light poles, etc.

**Softscape/Landscape:** live horticultural elements of the landscape including lawns, planting beds, mulched areas, etc.

**Vehicle:** Including but not limited to automobiles, bicycles, motorized bicycles, skateboards, hoverboards, scooters, unicycles, RVs, semi-truck, motorcycles, mopeds, trailers, electric or gasoline-powered carts, and other motor-powered or operator-powered devices used for transporting persons. Wheelchairs properly used are considered pedestrian in nature and not a vehicle for purposes of this policy.

**Abandoned Vehicle:** Any vehicle not registered with the University that is left unattended in the same location on University campus property for a period over 24 hours.

**University Campus:** The contiguous area of campus owned by the University including all student housing areas.

### Section 3. PROCEDURES AND ENFORCEMENT

1. Pedestrians have the right of way on all walkways of the Campus at all times.
2. The operators of service vehicles are responsible for the safe operation of the vehicle.
3. Only emergency service vehicles or service vehicles essential to maintaining and servicing University facilities may be operated on campus sidewalks.
4. Vehicles shall not be parked on sidewalks, grass, landscaped areas or pervious surfaces unless needed to complete a specific task (such as cranes, lifts or bucket trucks) that cannot otherwise be completed without access to sidewalks or grass/landscaped areas. The time spent on these areas must be kept to the minimum required to perform the task at-hand. For example, if heavy equipment needs to be placed somewhere on campus necessitating the need to operate a vehicle on a sidewalk or grass, the equipment must be

promptly moved from the vehicle and then the vehicle expeditiously moved to an authorized parking area. The vehicle must not be left on the sidewalk or grass after the heavy equipment has been moved from it.

5. Operators of service vehicles must abide by these regulations:
  - a. Vehicles operating on University walkways may not exceed five (5) miles per hour.
  - b. Vehicles must stop when there are groups of people in their path.
  - c. Vehicles must be parked so as not to obstruct normal egress from buildings or block exits, wheelchair ramps or paths of pedestrian travel on sidewalks.
  - d. Vehicles must not be driven on or across athletic fields unless necessary to provide service on those fields (typically the Facilities Team).
  - e. Vehicular travel should be avoided on pedestrian routes during class changes.
  - f. Any accident involving a service vehicle must be reported to University Police
6. Equipment must be loaded onto service vehicles so as not to create a hazard to pedestrians. No equipment may be loaded on a utility cart that exceeds the width of the cart or exceeds load capacity.
7. Employees moving personal items from their vehicle to their building, or vice versa, shall not drive nor park on campus sidewalks, walkways, or grass/landscaped areas; rather, they should contact their building coordinator to borrow a dolly, cart, or ask for additional assistance.

### **3.1 Appropriate Use of Vehicles on Walks**

Sidewalks on the university campus are primarily for pedestrian travel. Therefore, use of sidewalks for vehicular travel should be limited and closely monitored and used when no other alternative exists.

Most service functions can be accommodated at existing service docks and parking located at or near each building. When an appropriate need can be established, special permits may be issued to operators of vehicles for restricted access on walkways (see 3.2).

### **3.2 Vehicles Permitted on Walks**

For purposes of this policy legitimate uses include: Emergency Service Vehicles (fire, ambulance, police) when responding to emergencies and snow removal equipment. There may be other requests for sidewalk use that will be evaluated on an individual basis. Each request is subject to

the Permitting Process outlined in Section 3.3. The operation of motorcycles or motorized scooters on any walkway is prohibited at all times.

### 3.3 Operating Vehicles on Sidewalks

1. **Vehicles Limited:** A Pedestrian Zone is established where the operation of vehicles on walkways will be limited. Only operators possessing a valid permit may operate a vehicle in this area. Permits can be obtained in the University Police Office. Vehicles will not be allowed to park on the walks unless no other alternative exists. Within the zone, no vehicle (moving or parked) may impede pedestrian movement or cause unsafe conditions on walkways, stairways, or ramps. No vehicle may impede pedestrian access to building entrances or exits.
2. **Speed Limit:** When within 20 feet of any person, the speed of vehicles shall be no greater than five (5) miles per hour. Operators may not overtake or pass moving pedestrians, except when pedestrians voluntarily yield to vehicles. All vehicles utilizing the walks will at all times, while on the walks, have vehicle hazard lights in operation.
3. **All Vehicles Prohibited During Peak Pedestrian Traffic:** All vehicles will be prohibited, with the exceptions of exigent circumstances, from operating or parking on walks within the Pedestrian Zone from 6:45 AM to 1:30 PM, Monday through Friday. Wheelchairs or other assistive devices, used by persons with disabilities, may be operated at all times when operation conforms to requirements in Section 2.4.

### 3.4 Grounds

Landscape/softscape areas are for viewing and lounging pleasure. Turf areas may also be used for pedestrian enjoyment. Vehicles and wheeled devices of all types are not permitted on any landscape except for necessary maintenance, emergency use, or as approved by the University. When vehicle and wheeled vehicle usage is necessary, it must only be for the absolute minimum time necessary to carry-out the task. Parking or driving on landscaped/softscape areas in a manner that conflicts with this policy may result in the individual being cited or facing disciplinary action.

#### Related Information

#### History/Revision Information

**Responsible Office/Division:** Office of Facilities Management; University Police

**Effective Date:** May 15, 2024

**Last Amended Date:**

**Next Review Date:** May 15, 2025