Policy Title: Vehicle Safety and Access        Category: Administration

Owner: Vice President for University Operations        Policy ID#: 5-6030-010

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PURPOSE OF THIS POLICY

The purpose of this policy is:

1. To promote and provide a safer environment for students, employees, and visitors, while simultaneously providing vehicle access for the operational needs of the University.

2. To set clear expectations for the operation of all vehicles on the pedestrian mall, including outside vendors.

3. To establish proper safety protocols and practices for use of departmental vehicles.

APPLICATION OF THIS POLICY

This policy applies to all vehicles, including private company vehicles (e.g., armored trucks, newspaper delivery, beverage vendors), as well as state vehicles (service and delivery vehicles).

Vehicle use shall be limited to authorized vehicles in the campus pedestrian core area. Vehicle use is discouraged whenever possible. Access will be limited to off-peak hours when possible, and specifically not during class change times, 7:30 a.m. to 5:00 p.m. Vehicles in the core area at class change will remain parked until it is safe to move.
EXEMPTIONS FROM THIS POLICY
All emergency response vehicles may access the campus core area at any time, as their need dictates.

DEFINITIONS USED IN THIS POLICY
“Vehicles” as used in this policy includes all self-propelled motorized vehicles, exclusive of service carts, which are addressed in another policy.

“Campus pedestrian core” means the Center Avenue mall from Lake Street to the Engineering Building, the Lory Student Center/Morgan Library plaza area, and the CSU Transit Center adjoining to the north.

POLICY STATEMENT
The policy supports the University Master Plan concept of a main campus pedestrian core. Please refer to the campus core map to see the expanse that makes up the campus pedestrian core. Vehicle use in the core area shall be restricted to provide a safe, pedestrian friendly, aesthetic environment.

POLICY PROVISIONS
1. Authorized vehicles may access the campus pedestrian core by driving on the paved concrete surfaces to reach designated building delivery points using existing designated parking areas. Emergency vehicles may access these areas when responding to or investigating incidents. VEHICLES SHALL NOT BLOCK BUILDING AIR INTAKES, STAIRS, PEDESTRIAN WALKWAYS, OR DOORWAYS.

2. Approved delivery, vendor, and contractor vehicles may access the campus pedestrian core by driving on designated paved surfaces in accordance with directives from the department or as described in their contract with the University. The departmental contracting authority will convey access instructions to the vendor/contractor.

3. Vehicles on display for programmed functions or special events will follow specific guidelines from the Facilities Scheduling Office or as prescribed by the University office or department in charge of the event or function. Access to the Lory Student Center and Moby Arena will be handled per established policies for those facilities. Driving privileges in the core area may be revoked if violations of this policy are observed. Violations include taking the right of way from pedestrians or bicycles, driving through pedestrian areas during class change, driving on areas not designated for vehicles, excessive speed, and other safety violations.

4. Primary Routes for Service Vehicles
   The designated route for authorized service vehicle access of the core campus (i.e. the pedestrian mall) is an external service circulation loop around the core, defined by the following streets.
• NORTH: Plum Street from Meridian, east through the Engineering lot to Music Drive and to the Oval
• EAST: The Oval to East Drive
• SOUTH: Lake Street
• WEST: Meridian

This route is intended for 24/7 access. The intent behind this loop road is to facilitate access without vehicles crossing the pedestrian mall.

Direct access to buildings within this defined area is via Pitkin Street up to the Pedestrian mall, but not including Newton’s Corner; University Avenue up to Computer Sciences on the east and the LSC Theatre on the west; Isotope Drive, beyond the Engineering turnaround.

As indicated above, all direct routes will terminate prior to the pedestrian mall. See the Service Route Map.

5. Access Restrictions

Direct access to the pedestrian mall is:

• Not allowed as a pass-through route to move between east and west.
  o The external service circulation loop has been developed for this purpose.
• Not allowed during university-defined class change times, between the hours of 7:30 a.m.–5:00 p.m.
• Acceptable during off-hours, when practicable, and highly discouraged between the hours of 7:30 a.m.–5:00 p.m.

6. Speed Limit and Right-of-Way

• If access to the campus pedestrian core is required, then vehicle speed is always limited to no more than 5 miles per hour.
• Vehicle operators must yield to bikes and pedestrians at all times. PEDESTRIANS HAVE THE RIGHT-OF-WAY.
• Vehicles are not permitted to drive on landscaped or turf areas unless authorized or in the event of an emergency.
• All parking regulations apply in the campus core area.

COMPLIANCE WITH THIS POLICY

Failure to comply may result in issuance of a citation by CSU Police, revocation of any University-issued vehicle or parking permit, and disabling or towing of any illegally parked vehicle.

REFERENCES
CSU Parking Regulations

CSU Traffic Regulations

**FORMS AND TOOLS**

Campus Map

CSU Parking Map

Service Route Map

**APPROVALS**

Effective 2000 Fall Semester

Revised, effective June 1, 2011

Revised, [date], approved by Lynn Johnson, Vice President for University Operations