

University of Utah Regulation Revision Legislative History

General Regulation Information	
Regulation proposed for enactment/revision	Policy 3-233: Operation of Motorized Vehicles on Pedestrian Walks
Policy owner(s)	Director Commuter Services
Policy officer(s)	Chief Safety Officer
Contact person(s)	Solomon Brumbaugh and Collin Simmons
Other related regulations with proposed revisions	None
Effective date of revisions	August 9, 2022
Brief (1-2 sentence) description of revisions and reason for revision	The proposed policy revision restricts motor vehicles on sidewalks to routes identified on a Sidewalk Access Map. The proposed policy revision also updates the policy to reflect the Office of Commuter Services current practices for issuing permits for motor vehicles to travel on sidewalks.

Consultation and Approval	
Groups and Stakeholders Consulted	
Chief Safety Officers	
Stakeholders involved in a collaborative, multiyear process	
Required Approval Steps and Date (if applicable)	
Council of Academic Deans (if applicable)	Not Applicable
Institutional Policy Committee	June 10, 2022
Academic Senate Executive Committee	July 11, 2022
Vice President or Designee	June 28, 2022
Academic Senate (if applicable)	August 29, 2022 (Information Calendar)
Board of Trustees (if applicable)	August 9, 2022

TO: Policy Revision Process

FROM: Solomon Brumbaugh, Commuter Services

DATE: May 31, 2022

RE: Proposed Changes to University Policy 3-233

BACKGROUND AND RATIONALE FOR CHANGES

The University of Utah regulates motorized vehicles on sidewalks and plazas through Policy 3-233. However, a growing university populace, along with daily maintenance operations, vendor deliveries, and construction access needs have led to safety concerns on sidewalks. The University departments of U Facilities, the Sustainability Office, and Commuter Services are proposing changes to Policy 3-233 to improve safety by reducing conflicts between motorized vehicles and sidewalk users. For purposes of this policy, motor vehicles include only those vehicles that must be registered and licensed with the Utah Department of Motor Vehicles, or those otherwise designated by the vice president for administrative services, and do not include University grounds equipment or personal mobility devices such as motorized wheelchairs, bicycles, or scooters.

The proposed policy changes are a result of a collaborative, multi-year process to restrict the use of motor vehicles on University sidewalks. The stakeholders identified land-locked buildings (those without road access) where loading areas and maintenance parking areas were needed and how these areas could be accessed with minimal sidewalk use. In 2020, U Facilities and Commuter Services constructed multiple improvements for vehicles to access University buildings, including the addition of maintenance only parking stalls, loading areas, and access paths in locations identified through this multi-year project.

Additionally, the stakeholders created a proposed [Sidewalk Access Map](#) that identifies approved routes for motorized vehicles to reach land-locked buildings. The following section describes the main proposed changes to Policy 3-233. The most consequential proposed change is the requirement that motorized vehicles only use the routes identified on the Sidewalk Access Map.

PRINCIPAL PROPOSED CHANGES TO POLICY 3-233

- Restrict motorized vehicles to routes identified on the Sidewalk Access Map, provided vehicles have a permit to use sidewalks and plazas

- Update the policy to current practices; that the Office of Commuter Services, rather than the Director of Facilities Operations, issues permits for motorized vehicles to use sidewalks and plazas
- Clarify that vehicles responding to emergencies and law enforcement vehicles are exempt from the permit requirement
- Stipulate that permit applications must describe “the authorized use, including the route to be followed, the expiration period, and the purpose for traveling on sidewalks”
- Specify that the agency or department unit sponsoring an event or receiving services from an external vendor or contractor shall apply for a permit for sidewalk use
- Authorize Auxiliary Services to regulate motorized vehicles on sidewalks in University Student Apartment areas

POTENTIAL IMPACT OF CHANGES

The proposed changes, especially the requirement that motorized vehicles only use approved sidewalk routes, will ensure access to landlocked buildings while reducing conflicts with sidewalk users. However, successfully implementing the preferred routes and associated map will require an extensive education effort for staff and contractors to ensure compliance and avoid confusion.

University Police have sole authority to issue citations for moving violations, and Commuter Services can cite parked vehicles for policy violations; department cooperation in enforcement and education for this policy will be crucial to its successful implementation.

After the proposed policy changes are adopted, the University President will assign a Policy Officer for this policy pursuant to University Rule 1-001. The Policy Officer will then select a Policy Owner, who will be an expert on the policy area and be responsible for responding to questions regarding it.

Policy 3-233: Operation of Motorized Vehicles on Pedestrian Walks. Revision #01.

Effective date: ~~July 13, 1998~~ _____

I. Purpose and Scope	<u>12</u>
II. Definitions	<u>23</u>
III. Policy	<u>23</u>
A. General Provisions.....	<u>23</u>
B. Event Specific Exceptions	<u>2</u> <u>Permitting for Sidewalk Access</u> <u>4</u>
C. Permanent Exceptions	<u>3</u> <u>Not Needing a Permit</u> <u>5</u>
D. Other Provisions.....	<u>35</u>
E. Violations of Policy	<u>46</u>
F. Student Apartments	<u>46</u>
IV. Policies/ Rules, Procedures, Guidelines, Forms and other Related Resources	<u>46</u>
V. References	<u>57</u>
VI. Contacts	<u>57</u>
VII. History	<u>57</u>

I. ~~I.~~ Purpose and Scope

A. Purpose.

To provide a safe environment for students, faculty, staff, and visitors at the University of Utah by establishing the requirements for operating a Motor Vehicle on pedestrian walkways and Sidewalks.

B. Scope.

This policy applies to all operation of Motor Vehicles on campus pedestrian walkways and Sidewalks, including areas that are otherwise not explicitly designated for Motor Vehicle traffic. This policy applies to all University owned property unless otherwise indicated.

II. ~~II.~~ Definitions

The following definitions apply for the limited purposes of this policy and any associated regulations.

A. "Landlocked Building" means a building on the University campus that does not have Motor Vehicle access via adjacent roadway or parking lot and may require driving on a Sidewalk.

B. ~~A.~~ "Motor Vehicle" means any ~~motor vehicle which~~ Motor Vehicle that, in accordance with state laws must be registered and licensed with the Utah Department of Motor Vehicles and any other ~~motor vehicles~~ Motor Vehicles so designated by the ~~vice president for administrative services. It~~ Chief Financial Officer. Motor Vehicle does not include motorized wheelchairs or ~~scooters~~ mobility devices used by individuals with physical disabilities-, bicycles, scooters, skateboards, or other similar personal mobility devices. Motor Vehicle also does not include University grounds equipment, including equipment used for snow removal, or golf carts.

C. "Sidewalk" means campus pedestrian walkways and Sidewalks, including all areas that are otherwise not explicitly designated for Motor Vehicle traffic.

III. ~~III.~~ Policy

A. General Provisions

1. The University of Utah, in order to provide a safe environment for students, faculty, staff, and visitors, regulates the operation of ~~motor vehicles on sidewalks~~Motor Vehicles on Sidewalks, pathways, and plazas. ~~Generally, operation of motor vehicles on university sidewalks and plazas is prohibited.~~
 2. The Office of Commuter Services shall establish a Sidewalk Route Map to define Motor Vehicle routes on pedestrian walkways to Landlocked Buildings.
 3. Operation of Motor Vehicles on university Sidewalks and plazas is prohibited except as describe in this policy.
 4. A person may operate a Motor Vehicle on a Sidewalk for the routine maintenance of buildings, delivery of goods, materials, or services if the person:
 - a. has a permit from the Office of Commuter Services; and
 - b. follows a route defined in the Sidewalk Route Map.
- B. ~~Event Specific Exceptions~~Permitting for Sidewalk Access
1. A permit to operate a Motor Vehicle on Sidewalks may be issued by the Office of Commuter Services.
 - ~~1. A permit to operate a motor vehicle on sidewalks may be issued by the Director of Facility Operations, or designee. Permits will only be issued~~The Office of Commuter Services may only issue a permit when the requesting department or individual justifies the need to operate a motorize vehicles on ~~sidewalks~~Sidewalks for a specific event or task. ~~Permits must be prominently displayed on the vehicle as directed when issued so that relevant information can be observed from outside the vehicle.~~
 - a. The Office of Commuter Services shall issue a permit to a specific vehicle in accordance with Utah Administrative Code R810.

b. The following are examples of events or tasks for which permission to drive ~~motor vehicles on sidewalks~~Motor Vehicles on Sidewalks may be granted:

~~a. Delivery of materials and equipment to landlocked buildings (e.g., HPER, the Jon Huntsman Center, Orson Spencer Hall, and the west side of Austin Hall).~~

i. delivery or retrieval of waste, materials and equipment to Landlocked Buildings using approved routes and loading areas;

ii. ~~b. The~~the moving of furniture ~~and~~or equipment to/ or from buildings without other adequate access, particularly when such furniture/ or equipment cannot be moved by cart or dolly from a designated parking stall;

~~c. Specific renovation/remodeling projects.~~

iii. ~~d. Special~~special events; and

iv. construction, renovation, and remodeling activities as approved by the project parking plan and using a route designated for the construction, renovation, or remodeling activity.

C. Permanent Exceptions Not Needing a Permit

1. The following ~~motorized vehicles~~Motor Vehicles may operate on ~~sidewalks~~Sidewalks without a permit due to the specific service they provide:

a. any Motor Vehicle responding to an emergency situation or event as declared by the president or designee as outlined in the University Emergency Operations Plan; and

~~a. Public emergency vehicles.~~

~~b. Law enforcement vehicles~~

~~c. University Golf carts, used for university business, not intended for road use~~

~~d. University grounds equipment, including snow removal equipment.~~

~~e. Vehicles dropping off individuals with physical disabilities for work, classes or other business at the university during inclement weather.~~

b. f. Other emergency and department of public safety vehicles ~~specifically required to mitigate emergencies and catastrophic events.~~

D. Other Provisions

1. ~~Permits shall specify~~ An individual who applies for a permit to drive a Motor Vehicle on a Sidewalk shall describe, in the application for the permit, the authorized use, ~~including~~ the route to be followed, the expiration period, and the purpose for traveling on ~~sidewalks~~ the Sidewalk.

~~2. Outside vendors and contractors must obtain permits, which shall be requested by the department or unit receiving the services or sponsoring the event.~~

2. In order for an outside vendor or contractor to obtain a permit to operate Motor Vehicle on a sidewalk, the department or organizational unit receiving the services or sponsoring the event that requires the outside vendor or contractor shall request the permit.

3. Unless otherwise approved, ~~a vehicle may not be left~~ or parked in a designated maintenance stall or area, a Motor Vehicle may not be parked on ~~the sidewalk~~ a Sidewalk. After unloading equipment, materials, tools, etc. the vehicle must be moved to an appropriate parking stall.

4. Motor Vehicles operated on ~~sidewalks must~~ Sidewalks may not exceed a speed limit of 5 mph.

E. Violations of Policy

1. Any person may contact the [Office of Commuter Services to report a violation of parking requirements, or the](#) University Police dispatch to report a violation of [requirements for driving a Motor Vehicle on a Sidewalk described in](#) this policy.
2. Violators may be given a citation by ~~Parking~~[the Office of Commuter](#) Services and/or University Police and vehicles may be impounded [at the owner's expense](#). Drivers of University ~~vehicles will~~[Motor Vehicles shall](#) be personally responsible for citations, as will registered owners of other ~~vehicles~~[Motor Vehicles](#).
3. Violation notices will be processed and settled through the ~~offices of Parking and Transportation~~[Office of Commuter](#) Services in accordance with the ~~rules~~[Utah Administrative Code](#) governing parking violation notices.

F. Student Apartments

1. ~~The appropriate bodies~~[Auxiliary Services](#) may adopt policies regarding ~~vehicles on sidewalks~~[Motor Vehicles on Sidewalks](#) in University Student Apartment areas.

Sections IV- VII are for user information and are not subject to the approval of the Academic Senate or the Board of Trustees. The Institutional Policy Committee, the Policy Owner, or the Policy Officer may update these sections at any time.

IV. ~~IV.~~ Policies/ Rules, Procedures, Guidelines, Forms and other Related Resources

- A. Policies
- B. Procedures, Guidelines, and Forms. [*reserved*]
- C. Other Related Resources.

1. [Sidewalk Route Map](#)

V. ~~V.~~ References

A. [Utah Administrative Code R810](#)

B. ~~A.~~ Policy 5-206 Vehicle Parking Policy

C. [Policy 3-232 Operating Regulations for Bicycles Skateboard, Rollerskates, and Scooters \(Non-motorized Riding Devices\)](#)

VI. ~~VI.~~ Contacts

The designated contact officials for this Regulation are

A. Policy Owners (primary contact person for questions and advice): [Director of Commuter Services](#)

B. Policy Officers: [Chief Safety Officer](#)

See University Rule 1-001 for information about the roles and authority of policy owners and policy officers.

VII. ~~VII.~~ History

A. Current version. Revision ~~0~~1.

1. Approved by ~~-Effective July 13, 1998-~~ [Academic Senate \[date\], and Board of Trustees \[date\], with effective date of \[date\].](#)

2. Legislative History for current version. [*link to URL of legislative history document*]

3. Editorial Revisions [reserved]

B. Past versions.

1. [Revision 0. Effective July 13, 1998](#)

a. [Legislative History for Revision 0](#)

C. Renumbering:

1. Renumbered from Policy 5-15