

University of Colorado at Colorado Springs

Students-Faculty-Staff

Parking, Transportation, Traffic and Public Safety Regulations

**University Police Operations
Public Safety Building**
(adjacent to and east of the parking garage)

**Police: 262-3111
Parking: 262-3528
EMERGENCY: 9-911
Regulations Revised
April 9, 2008
(supersedes all previous editions)**

Parking on the campus of the University of Colorado at Colorado Springs is a valuable resource that must be managed in order to provide parking for all students, faculty, staff, visitors, and guests. The Department of Public Safety, Parking and Transportation Services receives its authority to promulgate rules and regulations from the Colorado Revised Statutes CRS 73-23-5-106, CRS 73-23-5-107, and CRS 73-23-5-108. See [Authority, Objectives and Definitions](#). Please reference the map as you read through the following rules and explanations.

Please see the Department of Public Safety website at <http://www.uccs.edu/~pusafety/parking/fines.shtml> for a complete list of fines and ticketing times.

INDEX

Section I	Authority, Objectives, and Definitions
Section II	Scope of Regulations, Parking Permits, and General Regulations
Section III	Officially Designated Parking Areas, University Roads, Loading Zones, Fire Zones, and Regulation Moving Vehicles
Section IV	Parking Violations, Booting and Towing
Section V	Bicycle Regulations and Pedestrian Traffic
Section VI	Handicapped Parking
Section VII	Special Issues, Billing and Appeals
VII-3-B	Appeal Procedures

EMERGENCY PHONE NUMBERS

UCCS Department of Public Safety.....	262-3111
UCCS Police.....	262-3111
UCCS Parking.....	262-3528
Colorado Springs Police Department.....	444-7000
Colorado State Patrol.....	635-3581
El Paso County Sheriff's Office.....	390-5555
ON CAMPUS	
POLICE SERVICES.....	x3111
EMERGENCIES.....	x9911

THE UNIVERSITY POLICE OPERATIONS IS A FULL SERVICE AGENCY

The University of Colorado Police Officers are certified, commissioned peace officers for the State of Colorado. Should you become involved in a traffic accident on campus, DO NOT move your vehicle; call the University Police immediately at 262-3111. If you witness a crime, contact the University Police. If at all possible, the information you supply will be kept confidential. There are times when a very small amount of information can be of considerable assistance in helping the victim. Report all crimes immediately upon discovery. The sooner the police are aware of the crime, the better the chance of recovering property and/or apprehending the perpetrator.

Should you become the victim of a sexual assault, report it immediately. Be confident that your case will be handled in a sensitive, discreet, and confidential manner. Help others by helping yourself.

The University Police will assist you in any way they can. If for any reason you are apprehensive about going to your vehicle, call the University Police for an escort. If you see a safety problem on campus, report it to Public Safety.

The University Police can supply statistical information for research, general information, or someone to speak to your group. If you would like to know more about law enforcement and its career opportunities, contact the University Police.

Drive safely, courteously, and have a good year at the University.

PARKING AND TRAFFIC REGULATIONS

SECTION I - AUTHORITY AND OBJECTIVES

Article 1 - Authority and State Law

A. Authority of the Governing Boards

CRS 73-23-5-106

The governing board of any state institution of higher education is authorized to promulgate rules and regulations for the safety and welfare of students, employees, and property and to promulgate rules and regulations deemed necessary to carry out the provisions of sections 23-5-106 to 23-5-110.

B. Authority of Governing Boards (Parking)

CRS 73-23-5-107

The Governing Board of any state institution of higher education is authorized to promulgate rules and regulations providing for the operation and parking of vehicles upon the grounds, driveways, or roadways within the property under the control of the governing board. Such rules and regulations may include, but not be limited to, regulation of the following:

1. Assignment of parking spaces, designation of areas for parking, and regulation of the use of such spaces and areas including the assessment of charges therefore.
2. Prohibition or limitation of parking in the manner deemed necessary.
3. Removal of vehicles parked in violation of institutional rules and regulations, ordinances, or laws, at the expense of the violator.
4. Assessment of charges for violation of rules and regulations.

C. Governing Boards Authorized to Cede Jurisdiction for Enforcement of Traffic Laws

CRS 73-23-5-108

The Governing Board of any state institution of higher education is authorized to institute and carry out a system of registration or vehicle identification owned or operated by its students, faculty, and staff. By rule or regulation, the Governing Board may provide for the issuance of suitable vehicle identification insignia, its proper use, and requirements for attachment to the registered vehicle. Authority is also granted to provide for the suspension of the registration and penalties, other than criminal penalties, upon suspension including, but not limited to, barring the vehicle from parking or driving on institutional property. Reasonable charges may be assessed for the registration and reinstatement upon suspension.

Article 2 - Objectives of Parking Regulations

- A. To facilitate the work of the University by providing parking space for those who need it most.
- B. To protect pedestrian traffic.
- C. To protect personal and University property on campus.
- D. To assure access at all times for emergency vehicles as needed.
- E. To assure the safe flow of traffic on University property.

Article 3 – Definitions

A. CAMPUS: Includes all property of the University of Colorado.

B. MOTOR VEHICLES: Includes all self-propelled vehicles (mopeds not included).

C. STUDENTS: Includes all persons taking undergraduate, graduate, and extended studies and conferees attending University sponsored conferences at the University of Colorado at Colorado Springs.

D. FACULTY AND STAFF: Includes all full-time, part-time, and honorarium instructors (except non-benefited instructors also enrolled as students), full-time employees on regular appointment; also all full-time resident employees of cooperating agencies, research employees and hourly employees.

E. REGULATORY SIGNS: All traffic control signs, Way finding signs, fire lane signs, parking and mass transit signs on campus.

SECTION II – SCOPE OF REGULATIONS, PARKING PERMITS, AND GENERAL

Article 1 - Scope of Regulations

- A.** Campus parking, traffic, and safety regulations apply to all persons while on the University of Colorado campus in the manner described in the regulations that follow.
- B.** No distinction is made between federal, state, city, and privately owned vehicles.
- C.** University parking and traffic regulations are issued supplementary to all state laws and select municipal ordinances: enforcement by the University Police will be adhered to at all times.
- D.** The parking and traffic program imposes an obligation upon faculty, staff, and students to cooperate to the fullest in complying with the parking/traffic regulations at UCCS.
- E.** The only citations that will NOT be written during semester breaks are for permit-related offenses or expired meter violations. This enables prospective students the opportunity to come to campus and apply for admission or register for classes.

Article 2 - Parking Permits

- A.** All students, faculty members, and staff members wishing to park in restricted parking lots on campus must have a current parking permit displayed. Without a permit, parking is available in the guest/visitor area at an hourly rate. All parking permits will have an expiration date. It is the responsibility of the purchaser to know the expiration date of their permit.
- B.** Faculty, staff, and students may park at the Four Diamonds Sports Complex, located at 5025 North Nevada Avenue for no additional charge and do not have to display a permit. Please see the map included with these regulations of restricted and Four Diamonds parking designations.
- C.** If a semester adhesive window permit is purchased, the permit must be properly affixed by removing the protective paper and using the adhesive substance on the permit. **DO NOT** affix permits to tinted windows or over defroster wires. The permit must be placed in one of the following locations:
 - 1. On the lower corner of the rear window, driver's side.
 - 2. Driver's side, rear side window.
 - 3. Driver's side vent window.
 - 4. If above locations cannot be used, the permit may be placed on the windshield, lower corner, driver's side.
 - 5. On motorcycles and mopeds, decal must be affixed to the front fork.
- D.** Hang-Tag Permits may be interchanged between the vehicles that you park on campus excluding motorcycles. For the hang-tag permit to be valid it must hang from your rearview mirror, with the color side facing the window, in plain view to the officer. If you choose to purchase and use a hang-tag permit, loss or theft of your hang-tag permit will NOT justify free replacement.
- E.** Vehicles will have access to parking only in those areas designated for the type of valid permit on the vehicle. Motorcycles are to be parked in motorcycle parking only.

F. Absent a valid campus parking permit, owners of a valid handicapped permit/plates may park in metered handicapped parking available in various lots around the campus. Please reference the campus map for exact locations. These handicapped spaces require that individuals pay the meter for the time they are parked in the space. There are also handicapped spaces at the Four Diamonds Sports Complex. The only requirement for parking in handicapped spaces at the Four Diamonds Sports Complex is that the vehicle display a valid state issued handicapped hang tag or license plate. The University of Colorado at Colorado Springs does not issue handicapped permits.

G. Reissue: If a permit-holder trades vehicles, an adhesive window permit can be reissued free of charge only if the permit is scraped off and the scraps showing the permit number and validation are brought to the Department of Public Safety.

H. Eligible faculty and staff may purchase a campus permit without entering the student pre-registration or application process, but may purchase only ONE permit per semester (or in the case of annual permits, one per year).

I. Parking for permit holders is not guaranteed; parking is on a first-come, first-served basis.

K. Vehicles without proper permits displayed will be ticketed, immobilized and/or towed at owner's expense.

Because of state laws, state monies may not be used for any parking purposes on campus. This means that construction, improvement, and maintenance of all parking facilities at UCCS are financed solely through permit sales, parking fines, and daily permit dispensers. Annual revenues from parking must be sufficient to satisfy reasonable operating expenses and to repay revenue bonds sold to construct parking facilities. Parking fees may change without notice. A current list of parking fees and fines is available from the University Police.

Article 3 - General Regulations. Violation of any of the following regulations may result in a citation.

A. Bicycles must be registered on campus. Please see section V, article 6 for more information. Bicycles which are attached to lamp posts, buildings, or signs may be impounded by the University Police. Bicycles and mopeds parked in hazardous locations, i.e. doorways, hallways, or walkways will have the lock or chain cut and be taken to the University Police for safekeeping. Mopeds MUST be registered and display a motorcycle permit to park on campus.

B. In the event of a mechanical failure, the owner or driver will be responsible for removal of the motor vehicle within 72 hours and should advise the University Police immediately as to the location of the motor vehicle. If it is found necessary to bring a different vehicle on campus, the owner is required to have a parking permit on the vehicle until the other vehicle has been repaired unless other arrangements have been made with the University Police.

C. The Parking/Traffic Office may cancel the parking permit of any unsafe vehicle, which includes vehicles with expired plates.

D. Abandoned vehicles may be towed and impounded in accordance with the city or state abandonment law or ordinance. Vehicles may be considered abandoned if they are not currently licensed and/or operational at all times.

- E.** Vehicles which are not properly licensed to drive in compliance with Colorado state law and vehicles that are not in safe operating condition must be removed from campus property within 72 hours of the time said vehicle is no longer in operation or license and registration has become invalid.
- F.** Repeated or serious violations by individuals will result in the issuance of an Habitual Offender's letter and may result in the cancellation of parking permit(s), privileges, and appropriate fees and fines will be imposed.
- G.** Semester adhesive window permits are not transferable, you have purchased a permit to park one specific vehicle.
- H.** Semester hang-tag permits are transferable by the owner of the permit from vehicle to vehicle. Violations will be assessed to owner of permit. To be displayed correctly, permit must hang from rear-view mirror in plain view.
- I.** It is a criminal offense for anyone to remove or damage University regulatory signs or appurtenances.
- J.** Horses are not permitted on the University campus unless authorized.
- K.** Motor-homes, travel trailers, storage trailers and other similar vehicles may not be parked on campus unless approved by the Director of Public Safety or his/her designee.
- L.** Sleeping in any vehicle overnight on university property is prohibited. Camping on university property is prohibited.
- M.** No pets or animals will be allowed access to public buildings with the exception of service dogs.
- N.** Leashed animals may be allowed access to the campus but must be on a leash and attended at all times. Additionally, owner/handler must exhibit control over the animal at all times.

SECTION III – OFFICIALLY DESIGNATED PARKING AREAS, UNIVERSITY ROADS, LOADING ZONES, FIRE ZONES, AND REGULATION OF MOVING VEHICLES

Article 1 - Officially Designated Parking Areas

A. Persons parking motor vehicles on campus property may not park them in open areas that are not posted for parking.

Article 2 - University Roads

A. Parking along University roadways or walkways is strictly prohibited.

B. Speeds in excess of the posted speed limit are strictly prohibited. For the majority of the campus, the speed limit is 10 mph. The speed limit in the parking garage is 5 mph. Violators may be issued a state or city traffic summons by the University Police.

Article 3 - Loading Zones

A. Those areas designated by regulatory signs stating “Loading Zone” or “Loading Dock”.

B. A vehicle remaining in the loading zone area longer than 15 minutes or other designated time or for purposes other than loading or unloading is in violation.

Article 4 - Fire Zones

A. All entrances to all buildings are escape routes from those buildings in a time of emergency and may not be blocked for any reason.

B. Roads behind buildings are emergency roads.

C. All other fire lanes are marked with fire lane signage in accordance with the Colorado Springs’ Fire Department’s fire lane sign requirements.

Article 5 - Regulation of Moving Vehicles

A. The speed limit for motor vehicles in the parking garage is 5 mph and is 10 miles per hour on University roads and UCCS parking lots. Violators may be issued a state or city traffic summons by the University Police. Speeding may be enforced by radar.

B. Driving on sidewalks or service drives is prohibited except for service vehicles on official University business, driven in such a manner that would not endanger any bicycle or pedestrian traffic.

C. The driver of a vehicle shall yield the right-of-way, slowing down or stopping in order to yield to a pedestrian crossing the roadway within a crosswalk when the pedestrian is on the half of the roadway on which the vehicle is traveling.

D. Every driver of a vehicle approaching a stop sign shall stop at a clearly marked stop line; but if none, stop before entering the crosswalk, or if none, then stop at the point nearest the intersecting roadway where the driver has a view of approaching traffic.

E. Motor vehicles, including motorcycles and mopeds, shall not be driven upon any lawn, sidewalk or other area that is not designated for motor vehicle traffic. Physical plant vehicles are excepted in order to facilitate their work.

F. The driver of a vehicle shall not back the same unless such movement can be made with safety and without interfering with other traffic.

G. All University of Colorado at Colorado Springs campus drivers are subject to laws of the state of Colorado pertaining to motor vehicles and their operation.

SECTION IV – PARKING VIOLATIONS, PENALTIES, IMMOBILIZATION AND/OR TOWING

TRAFFIC AND PARKING REGULATIONS ARE ENFORCED TWENTY-FOUR HOURS A DAY, SEVEN DAYS A WEEK, FIFTY-TWO WEEKS A YEAR.

Article 1 - Parking Violations

- A.** Overnight Parking, except for staff members working on campus at night; for inoperative vehicles which have been reported to Public Safety; UCCS residential students, or UCCS sponsored trips whose sponsor has reported participants' license plate numbers to Public Safety.
- B.** Obstructing a walkway, driveway, or a building entrance.
- C.** Double parking (with or without the driver in attendance).
- D.** Parking in a space or area marked "No Parking," painted yellow, or both.
- E.** Parking against the movement of traffic.
- F.** Parking on lawn, flower bed or natural grass areas.
- G.** Parking in front of or within 20 feet of any fire plug.
- H.** Using a loading zone for a purpose other than loading or unloading. (Loading zones have a 15-minute limit unless otherwise designated. Any extensions must be authorized by the University Police.)
- I.** Where any parking space is marked, the whole of the vehicle must be placed within the boundaries of that space.
- J.** Parking in areas not specified by parking permit attached to the vehicle.
- K.** Parking in a reserved or restricted area or in front of, or in such a manner as to obstruct access to, a fire hydrant, fire truck lane, or trash receptacle. (Vehicle will be immobilized or towed away at the owner's and/or driver's expense if parked in such areas.)
- L.** The unauthorized transfer or sale of a parking permit or permits between individuals is prohibited. Individuals found to be possessing or displaying a permit reported to be lost or stolen will be assessed a \$250.00 fine, and if a student, will be referred to the Dean of Students. In addition, the vehicle will be immobilized or towed, the individual must pay all outstanding fines, and meet with a police officer to return the lost or stolen permit before the boot is removed or the vehicle is released from impound.
- M.** Failure to properly display adhesive window parking permit, which must be affixed to motor vehicle according to instructions on the back of the permit.
- N.** Counterfeiting, altering, or defacing a permit issued by the University Police, Parking and Transportation Services, is a criminal offense and is against the Transportation, Traffic, and Parking regulations of the University of Colorado at Colorado Springs. Criminal charges may be filed.
- O.** Individuals found to be possessing/displaying any counterfeit, altered or defaced permit (including handicapped permit) will be assessed a \$500.00 fine, will lose their privilege to park on campus for one year, and if a student, will be referred to the Dean of Students for academic discipline. All students found to be in possession of a forged permit must meet with a University Police Officer PRIOR to having any parking privileges reinstated. A second offense requires the assessment of a \$500.00 fine, the permanent loss of parking privileges in any parking lot on campus, and a second referral to the Dean of Students.
- P.** Parking or storing private motor vehicles inside a UCCS building is prohibited.
- Q.** Parking at an expired parking meter.
- R.** Driving or parking in posted closed areas or streets unless given prior permission from the University Police.
- S.** Using any permit in lieu of payment at meters.
- T.** Parked at end of row.
- U.** Use of lost or stolen permit is prohibited. Criminal charges may be filed and parking privileges may be suspended.
- V.** Driving or parking on the pedestrian spine without prior authorization from the University Police is prohibited.

W. Compact Car Spaces: Citations will be written for any vehicle wider than 6ft in width and 15 ft in length. The first citation will be a warning, all subsequent citations written on the same vehicle will be a \$30.00 fine. Enforcement personnel will measure the vehicle in question and if it is longer than the length of the parking space, or greater than the width indicated above for compact cars, thereby hindering individuals from entering or exiting their vehicle, the citation will be written.

X. Placement of flyers or handbills on vehicles is prohibited.

Article 2 - Penalties for Traffic Violations

A. Moving Violations: State or city summons may be issued for moving violations.

B. Booting/Towing: Vehicles will be immobilized, towed and/or impounded if driver/owner has not complied with parking regulations; if vehicle has accumulated over \$50.00 in outstanding past-due fines; if the driver/owner has failed to comply with Section IV, Article 1N; or constantly violates meter or loading zone use. Immobilized vehicles will be released only upon payment in full, with certified funds, of all outstanding parking violations and a \$50.00 boot removal fee. Payment of tow and impound fees will be made with the company who towed the vehicle.

SECTION V –REGULATIONS FOR SKATEBOARDS, IN-LINE SKATES, ROLLER SKATES, ROLLER-SKI, BICYCLES AND PEDESTRIAN TRAFFIC

Article 1 - Skateboards, In-Line Skates, Roller Skates and Roller- Ski

A. DEFINITIONS:

1. "SKATE" implies: Any apparatus consisting of a shoe mounted on wheels that is used for the purpose of gliding over sidewalks or other surfaces, under human or motorized propulsion, and includes roller-skates and in-line skates.
2. "SKATEBOARD" implies: any apparatus consisting of a footrest mounted on wheels that is used for the purpose of gliding over sidewalks or other surfaces, under human or motorized propulsion, and includes skateboards and roller-skis.
3. "SKATING" implies: gliding a skateboard or skates over sidewalks and other surfaces and for the purpose of the University of Colorado at Colorado Springs Transportation and Traffic regulations and enforcement, includes any aerial or acrobatic maneuvers performed while skating.
4. "ACROBATIC" skating occurs when: all wheels of a skateboard, or both skates, are simultaneously out of contact with the ground during skating. This definition excludes skateboards or skates that are being carried or are motionless.
5. "RECKLESS" skating occurs when: a significant risk of injury to another person or damage to another person's property is created by skating, or when activity disrupts university operations.

B. REGULATIONS:

1. SKATEBOARDS, IN-LINE SKATES, ROLLER-SKATES, ROLLER-SKIS:

- a. The use of skateboards, in-line skates, roller-skates, and roller-skis at the University of Colorado at Colorado Springs is prohibited throughout campus parking lots, inside buildings, and all areas posted by signs. Violators may be issued a citation for failure to comply with regulations.
- b. This section augments the existing Transportation and Traffic regulations regarding observance of skateboard, in-line skates, roller-skates, and roller-ski operation.
- c. Acrobatic skating is prohibited on any part of the University of Colorado at Colorado Springs Campus. Violations regarding acrobatic skating will be strictly enforced.

C. ENFORCEMENT OF REGULATIONS:

1. Persons contacted in violation of these regulations may be issued a citation and issued a \$50.00 fine.
2. Violation of these regulations may also result in impounding of a skating device (for no longer than necessary) to determine identity of the user and/or to facilitate contact with a parent in the case of a juvenile violator.

Article 2 - Pedestrian Traffic

- A.** Pedestrians shall not unnecessarily interfere with motor vehicle traffic on campus in areas designated for motor vehicle traffic.
- B.** Pedestrians walking along a roadway or street where sidewalks are not provided shall walk on the left side of the roadway or street facing approaching traffic.

Article 3 - Bicycle Regulations and Registration

INTRODUCTION

The purpose of the University of Colorado at Colorado Springs Bicycle Program is to promote an environment in which bicycles, pedestrians, and motor vehicles can safely co-exist. Bicycles are an efficient, enjoyable, and environmentally sound way to travel on campus, and we encourage the safe and courteous use of bicycles.

The following is provided to inform bicycle riders of important information regarding bicycle use at UCCS.

A. SCOPE OF REGULATIONS UCCS Bicycle Regulations supplement all state laws (herein referred to as CRS). These Bicycle Regulations are in effect at all times and apply to all persons while on the UCCS campus. Faculty, staff, students and visitors are subject to University violation notices that may result in an appearance before the Transportation and Traffic Advisory Board.

B. GRANTING AUTHORITY CRS 23-5-106 gives the governing board of any state institution of higher education the authority to promulgate rules and regulations for the safety and welfare of students, employees and property. CRS 23-5-107 gives the governing board of any state institution of higher education the authority to promulgate rules and regulations providing for the operation and parking of vehicles upon the grounds, driveways, or roadways within the property under the control of the governing board.

C. DEFINITIONS

1. Bicycle means any device propelled solely by human power upon which a person can ride, which may have one or more wheels. CRS classifies a bicycle as a vehicle.
2. Skateboard means any device consisting of a footrest mounted on wheels less than fourteen inches (14") in diameter, upon which a person may ride, that is propelled solely by human power. This includes roller skates, in-line skates (rollerblades) and scooters.
3. Bicycle License means the uniquely numbered adhesive sticker obtained from UCCS Department of Public Safety and supplied as evidence of bicycle registration.
4. Bicycle Path means a separate path, trail or portion of a sidewalk completely separated from the roadway, used primarily for bicycles.
5. Sidewalk means a pathway constructed primarily for use by pedestrians.
6. Visitor includes all persons not classified as faculty, staff or students of the University of Colorado at Colorado Springs.

7. Pedestrian is any person afoot, or any person with mobility impairment who may need a mechanical device for transportation.
8. Police Bicycle is a bicycle with special equipment operated by a police officer which may be exempt from parking and moving regulations.
9. UCCS Business Day is a day the University is open for business even though classes may not be scheduled.
10. UCCS Parking Ticket is the printed form completed by the police officer (or Police Department employee) that serves notice and information to a person alleged to have committed a violation of these Bicycle Regulations.
11. Acrobatic Bicycling is riding when both wheels of the bicycle are simultaneously out of contact with the ground.
12. Reckless Bicycling occurs when significant risk of injury to another person or damage to another person's property is created by bicycling, or when bicycling activity disrupts university operations.

D. BICYCLE REGISTRATION

1. **REGISTRATION REQUIRED** All bicycles ridden or parked on the UCCS campus must be registered with the UCCS Department of Public Safety. An exception will be made for bicyclists who are visitors to campus. The registration decal will also be known as a bicycle (or bike) license, which is valid for as long as the bike is owned by the registered owner.
2. **COST** Registration is free of charge. The cost of registration is subject to change by approval of the Chief of Police.
3. **TRANSFER OF REGISTRATION** If ownership of a registered bicycle changes, the new owner is to notify UCCS Public Safety if they are faculty, staff or student at UCCS. Registrations are not transferable and the new owner must register the bicycle under their name. The new (or previous) owner must also insure that an old bicycle license has been removed when possession of the bicycle has changed. Only one UCCS bike license can be affixed to any bicycle at one time. If a bicycle is stolen, lost or destroyed the owner should notify UCCS Public Safety so that a notation can be made on the registration form. If the bicycle is stolen it is highly recommended that the owner make a police report.
4. **REGISTRATION FORM** The registration form provided by UCCS Public Safety should be completed with all information requested. The serial number of the bicycle must be recorded. If the bicycle does not have a serial number it is the responsibility of the registrant to select a unique number and have it inscribed on the frame. The UCCS Police Department has an engraver which can be used for this purpose.
5. **LICENSE ATTACHMENT** The bicycle license decal is provided with an adhesive backing to be attached to the main frame on the center post (seat post) of the bicycle. The license is to be affixed so that it is clearly visible.

E. MOVING REGULATIONS

1. **MOTOR VEHICLE TRAFFIC LAWS APPLY** Every person riding a bicycle is required to obey the same applicable traffic regulations as the driver of an automobile including those set aside specifically for bicycles. Bicyclists are also required to obey all traffic control devices specific to this campus.
2. **PEDESTRIAN RIGHT-OF-WAY** Pedestrians have the right-of-way on all sidewalks and crosswalks. Bicyclists must give an audible signal before overtaking a pedestrian. An audible signal can be a bell, horn or voice, anything to alert a pedestrian of an approaching bicycle or skateboard and their direction.
3. **SPEED LIMITS** Bicyclists will obey the posted speed limits on campus. When riding on a bicycle path or other area shared with pedestrians, a bicyclist will not exceed a speed that is reasonable and prudent with respect to visibility, traffic, weather and surface conditions. Their speed will be less than 10 miles per hour.
4. **RIDING PROHIBITED** Bicyclists will use roadways, bicycle lanes and paths and other maintained ways, unless otherwise posted, and will not infringe upon landscaped areas or any other areas that are under cultivation. This includes benches, stairs, or other architectural components. Bicyclists will not ride on those sidewalks that are adjacent to streets, unless posted otherwise. Other sidewalks may be used providing that bicyclists yield right-of-way to pedestrians. Bicyclists will dismount on any sidewalk where riding is impractical due to heavy pedestrian use or other conflict.
5. **RIDING AT NIGHT** When riding at night (30 minutes after sunset, continuing to 30 minutes prior to sunrise), anywhere on campus, bicycles will be equipped with a light that is visible for a distance of 500 feet to the front and a reflector that is visible from 600 feet to the rear in the lower beams of an approaching car.
6. **POLICE BICYCLES** A police bicycle may be used to respond to emergencies or pursue violators. In those circumstances officers are exempt from the provisions set forth in these regulations except that they must use due regard for the safety of others (consistent with CRS 42-4-106) and give audible signals to alert others while exercising these privileges when appropriate.

F. BICYCLE PARKING REGULATIONS

1. **PARKING PERMITTED** Bicycles will be parked only at bicycle racks or other approved bicycle parking areas. In order to promote security, bicycles should be locked to the rack. The use of bicycle racks is on a "first come, first served" basis. Registration of a bicycle does not guarantee a space in a bicycle rack. Police bicycles may be parked in violation of regulations to allow officers quick response to calls/circumstances.
2. **PARKING PROHIBITED** Bicycles will not be parked in any University building with the exception of police bicycles when warranted by circumstances. The following areas are not to be used for bicycle parking; landscaped areas or areas under cultivation, service driveways, building entrances, driveways, bikeways, walkways, ramps or any other passageway to which emergency equipment, wheelchairs, pedestrians or service equipment may need access.

3. The following objects are not to be used for bicycle parking; trees, light poles, plants, signs, fences, railings, posts, fire hydrants, buildings or other objects either living or artificial other than bicycle racks.
4. **ABANDONMENT** A bicycle will be considered abandoned if it has not been moved after seven (7) days, and will be subject to impoundment.
5. **IMPOUNDMENT/SAFEKEEPING** Violations of UCCS Bicycle Regulations that create a special need for very prompt action, such as violations involving a danger to life, health, or safety, may also result in the safekeeping/impoundment of the offending bicycle.
 - a. When a bicycle is abandoned, found or is in violation of UCCS Bicycle Regulations, any University police officer, or other person authorized by the Chief of Police, may remove the lock or securing mechanism, if necessary, and impound or provide safekeeping of the bicycle. Whenever practical a bicycle that is in violation of UCCS Bicycle Regulation will be "field impounded" (locked to a rack at the location).
 - b. UCCS Public Safety will use reasonable efforts to contact the owner of any impounded bicycle by written notice to the registered owner of the bicycle as shown by the UCCS Public Safety registration records. It will also be run through the National Crime Information Center (NCIC) records.
 - c. The impoundment of a bicycle and any resulting fines or fees, may be appealed using the procedures set forth in Article VII, (B) of these regulations for the handling of a UCCS Ticket. Any such appeal shall address the question of whether the underlying violation on which the impoundment was based created a special need for very prompt action. Such an appeal may address, in addition to the impoundment of the bicycle, the underlying violation on which the impoundment was based. If it is determined that the impoundment was not warranted by the underlying violation (because it did not create a special need for very prompt action as set forth above), the costs of storage shall be waived.
 - d. **LIABILITY/TAMPERING** UCCS will not be liable to the owner of the bicycle or owner of the lock/securing mechanism for the cost of repair or replacement of any property caused as a result of safekeeping/impoundment. Tampering with a bicycle (and/or Police Department lock) that has been impounded may subject the owner or other person to additional sanctions, including criminal charges.
 - e. **RELEASE** The release of an impounded bicycle requires a person to:
 - Provide proof of ownership,
 - Pay impound and violation fees (Fines/Fees-Section G),
 - Pay any outstanding violation notices,
 - Register the bicycle (if necessary).

Impounded bicycles will be held for a minimum of 30 days before being sent to a non-profit organization. A reasonable attempt will be made to contact the owner during this time. Severely damaged or inoperable bicycles will be disposed of within thirty (30) days.

G. VIOLATIONS/FINES/FEES Violation of any UCCS Bicycle Regulation may result in the issuance of a UCCS Parking Ticket to the owner and/or operator of a bicycle on the UCCS campus.

1. **SAFETY VIOLATIONS** The following actions are considered to be safety violations and subject the violator to a \$25.00 fine;
 - a. Failure to obey traffic control device (to wit: STOP - Do Not Enter)

- b. Rode the wrong way on a one way street or zone
- c. Rode without lighting equipment
- d. Riding double (single seat bicycle)
- e. Failed to yield right-of-way
- f. Failed to signal
- g. Clinging to moving vehicle
- h. Riding on/in a landscaped area
- i. Riding on a sidewalk as described in Section E(4)
- j. Acrobatic/Reckless bicycle riding.

Other moving violations, as defined by CRS, are considered safety violations as well and may be cited by the officer. More than one safety (and/or parking) violation may be cited on the same ticket.

2. ACCIDENTS All traffic accidents involving a bicycle are subject to a police investigation if required by law. Bicyclists may be subject to a state or city summons in these cases.
3. PARKING VIOLATIONS The following actions are considered to be parking violations and subject the violator to a \$20.00 fine;
 - a. Operated or parked without a required license
 - b. Parked in a University building or other no parking area as described in Section F(2).
4. OTHER VIOLATIONS
 - a. Attached bicycle to a handicap ramp/access way - \$40.00 fine.
 - b. Provided false information/identification - \$60.00 fine.
5. OTHER SANCTIONS In addition to the issuance of a UCCS Ticket, violators may also be referred for appropriate University discipline within their constituency groups for repeated violations, personal conduct or other issues of concern.
6. OTHER FEES
 - a. Impounded Bikes - \$25.00
 - b. Lock Cuts - \$15.00
7. FINE/FEE SCHEDULES Fines for violations of bicycle regulations were established on November 15, 2002, recommended by the Transportation and Traffic Advisory Board on December 12, 2002 and implemented by the Chief of Police on December 12, 2002. Changes to the fine schedule can be authorized by the Chief of Police.

Fees for Police Department services are set by the Chief of Police. Impound fees include storage charges and a fee for removing a lock or securing mechanism.

SECTION VI – HANDICAPPED PARKING

Article 1 - Special Issues

- A.** Anyone having special problems is urged to contact the University Police, Parking Services at 262-3528, prior to having citations issued.
- B.** Notes left on vehicles will NOT be honored unless they have first been cleared with University Police, Parking Services.

Article 2 - Handicapped Parking

- A.** The University of Colorado at Colorado Springs recognizes all valid handicapped placards and plates that are issued by the State of Colorado.
- B.** The University of Colorado at Colorado Springs does not issue handicapped placards. Parking regulations do not recognize placards/plates issued by any department of the University or by any city, state, or federal agency not authorized by law to issue handicapped placards/plates.
- C.** In order to park in handicapped parking spaces, the patron must display both a valid state handicapped placard/plate and a valid campus parking permit. **Absent a valid UCCS parking permit, individuals must display a current handicap permit, park in a handicapped metered space and pay the meter.**
- D.** Parking regulations prohibit any person other than a person with a disability to park in a disabled parking space on university property.
- E.** Disabled veteran special license plates will be honored in disabled parking provided they have the identifying feature for a person with a physical impairment affecting mobility. Individuals must meet the eligibility criteria specified in [CRS 42-3-115.5](#) (5).

SECTION VII– SPECIAL ISSUES AND BILLING

Article 1 - Special Issues

- A.** Anyone having special problems is urged to contact the University Police, Parking Services at 262-3528, prior to having citations issued.
- B.** Notes left on vehicles will NOT be honored unless they have first been cleared with University Police, Parking Services.

Article 2 – Billing

- A.** Owner liability-Unless vehicle may be traced to a registered student attending the University of Colorado at Colorado Springs, the registered owner of the vehicle is financially responsible for all parking violations.
- B.** Registered owners who sell a vehicle must remove their license plates from said vehicle. Failure to do so may result in the owner of the license plate incurring financial responsibility for parking violations.
- C.** Responsibility of enrolled students- Fines may be assessed to a student's university account if any of the following conditions exist:
 - 1. The student is the registered owner of the vehicle.
 - 2. The student is the registered owner of a parking permit displayed in the vehicle.
 - 3. The address of the registered owner matches any address of the student in the University's Student Information System.
 - 4. The registered owner is listed as the next of kin for the student in the University's Student Information System or on any registration documents.

Placement of a parking fine on a student's university account may result in the placement of a financial stop on the account which impacts the student's ability to register for classes, obtain grades, obtain transcripts, or graduate.

- D.** Pursuant to Colorado Revised Statute 24-30-202.4, all unpaid parking tickets must be forwarded to the State of Colorado Central Collection Service.

Article 3 – Answering a Violation Notice

A. PAYMENT

The fine must be paid within ten (10) UCCS business days of the issuance of the notice. Failure to respond to your charges within ten (10) business days from the date of your ticket may not be appealed, and the individual loses the right to have the fee reduced by ten dollars. The amount of the fine will be reduced by \$10.00 if payment is received within ten (10) business days of the ticket and the ticket is not appealed.

B. APPEAL PROCESS

1. You must appear before the Transportation and Traffic Advisory Board Parking Appeals Committee to appeal a ticket.
2. ALL appeals must be made in person before the Parking Committee. Written appeals are not allowed unless there are unique circumstances as determined by the Parking Manager.
3. You must file your appeal within ten (10) business days of the date of the ticket. By failing to file your appeal within ten (10) business days you have waived your right to appeal.
4. When you file your appeal form with the Department of Public Safety you will schedule an appearance date before the board. The appearance date MUST be within sixty (60) days of the date of the ticket.
5. Once your appeal date is scheduled, you may change your appearance date only one time and only if you contact the Department of Public Safety at least 24 hours prior to the scheduled appearance date. Failure to appear before the board for your scheduled appearance will result in an automatic denial of your appeal. The automatic denial of your appeal may not be appealed. When you file your appeal, you waive the right to have your fine reduced by \$10.00.

C. REASONS FOR AN APPEAL

1. Appeals may be granted for the following reasons:
 - a. There is substantial evidence that the appellant did not commit the violation for which the citation was issued.
 - b. That although the appellant may have committed the violation, circumstances were not under the appellant's control, and/or:
 - c. Prior to being issued the citation, made some demonstrable attempt to notify the University Police of the situation.
 - d. Circumstance was so unusual that it can not reasonably occur again.
2. Circumstances such as ignorance of the law, inability to find a proper parking space, or financial hardship caused by the fines do not constitute a sufficient basis for the approval of an appeal.

D. THE APPEAL ITSELF:

1. Making your appeal before the committee:
 - a. Your appeal before the Board is limited to three minutes.
 - b. You may bring witnesses who have relevant information regarding the specific alleged violation.
 - c. You must represent yourself before the board. You may not appoint another (except legal counsel) to represent you.
2. Appeals are heard by a committee of faculty, staff, and students who have NO connection to the Department of Public Safety or the University Police. All decisions this board makes are final and may not be further appealed.
3. Any past due tickets will constitute a receivable account.

DUTY TO ANSWER TICKET

Any student, visitor, guest, or University employee, whether faculty or staff, full-time or part-time, is required to report to the University Police before the tenth business day after date of issuance of a parking, traffic, or safety violation notice. FAILURE TO RESPOND EITHER BY APPEAL OR BY PAYMENT OF THREE PARKING CITATIONS CONSTITUTES GROUNDS FOR IMMOBILIZING IMPOUNDMENT OF THE VEHICLE AND IMPOSITION OF THE RESULTING BOOT REMOVAL FEES AND/OR STORING CHARGES BEFORE THE VEHICLE WILL BE RELEASED. SUCH FAILURE TO RESPOND TO THESE CITATIONS WILL BE DEEMED A WAIVER OF ANY RIGHT TO NOTICE OR A HEARING BEFORE THE VEHICLE IS IMMOBILIZED AND/OR IMPOUNDED.

EXTENDED STUDIES CLASSES, CONFERENCES, SEMINARS, WORKSHOPS

Attendees paying a registration/tuition fee to participate in Continuing Education Classes, conferences, seminars, workshops, etc., may park at the Four Diamonds Sports Complex and pay \$.25 to ride the bus to campus or may parking the visitor/guest parking lot. Conference coordinators are encouraged to contact the University Police, Transportation and Traffic Services prior to planning an event to arrange parking.

GUEST/VISITORS

Department of Public Safety's definition of a guest/visitor to UCCS is "anyone coming to the campus who is not being paid or paying to come on campus." Request guest/visitor parking by contacting the department secretary in the department which invited the guest/visitor to campus.

SUBJECT TO CHANGE

The University of Colorado at Colorado Springs reserves the right to amend these regulations at any time deemed necessary. The current rules and regulations shall always be those that are posted on the University web site at www.uccs.edu/~pusafety

NOTICE

The University shall have no responsibility for loss or damage to any vehicle or its contents operated or parked on the University of Colorado, Colorado Springs Campus.

\$\$\$ HINTS TO SAVE YOU MONEY \$\$\$

DON'T park in, along, or on roadways.

DON'T park in undeveloped areas.

DON'T double park.

DO affix your permit according to permit directions.

DO leave for class in time to find a parking place.

DO set your parking brake.

DO remove your old permits; destroy old hang-tag permit