



SAFE CYCLING

Bicycle Regulations

Colorado
State
University



Safe Cycling

You don't have to be on campus very long to realize we have A LOT of bicyclists here at Colorado State University. Bicycling is a clean, quiet, healthy way to get around campus. A bicycle is also relatively inexpensive and much easier to park close to your next class than a car. General guideline: If you shouldn't do it in a car, you shouldn't do it on a bike.

Bikes are everywhere – an average of 15,000 are on campus every day! But more bikes on campus means more thefts and more accidents. You need to keep in mind the precautions necessary to protect your bike, yourself, and others.

The basics for safe cycling on campus are on pages 2-3, but for more comprehensive information, we recommend that you refer to the complete Colorado State University Bicycle Regulations beginning on page 4.

If, after reading this brochure, you still have questions, concerns, or suggestions, please call the University police department at 491-7695.



Register Your Bike

University regulations require that all University staff, students, and faculty register their bicycles with the University police department. The registration fee is good for as long as the bike is owned by the registered owner. For complete registration information, see section III on page 6.

Lock Your Bike Properly with a Good Lock

An average of four bikes per week are reported missing to CSUPD. To prevent theft, we recommend using a good cable lock in conjunction with a U-shaped lock. If you use a cable lock, put the cable through the front wheel, rear wheel, and frame. Always lock your bike to a non-moveable structure.

Park Properly

Bikes must be parked in bike racks where provided. Bicycles may not be locked to trees, plants, signs, railings, fences, posts, hydrants, or buildings. Where no racks are available, the bicycle may not be parked where it obstructs:

- handicap ramps
- walkways
- streets or drives
- building entrances
- motor vehicle parking
- grounds maintenance operations

Bicycles may not be parked inside any building on campus. Residence halls may be an exception, but you must have prior clearance from residence hall staff.

Bicycles parked in violation of these regulations may be impounded. For a complete listing of parking regulations, see section V on page 8.

Moving Regulations

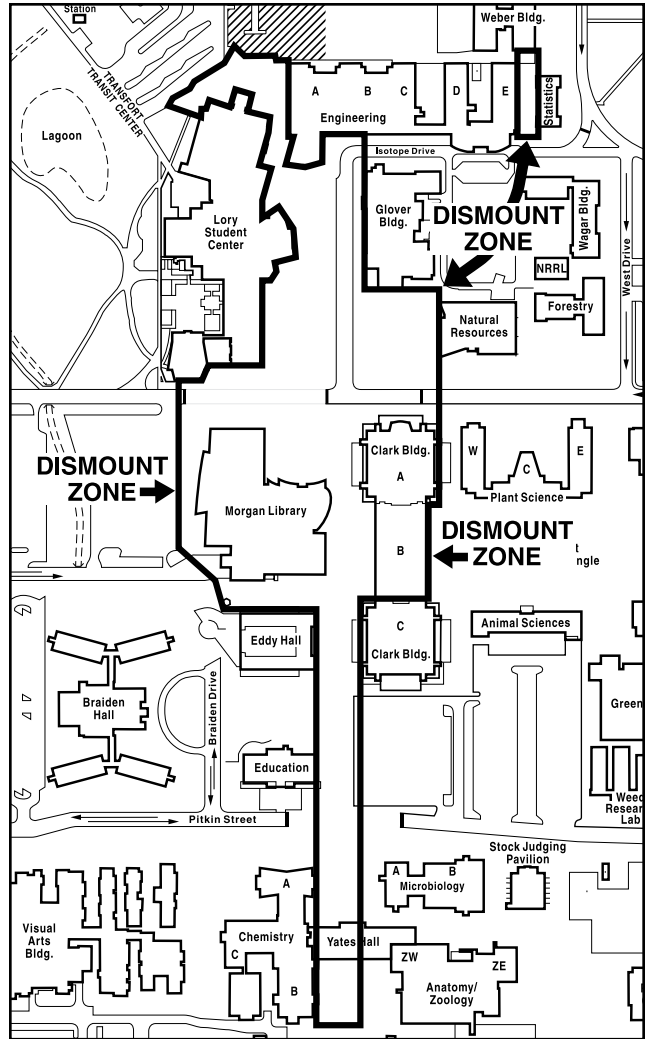
Did you know that all traffic laws apply to bicyclists as well as motorists?

Cyclists have all of the rights and responsibilities on the road that motorists have. They can be charged with careless driving, driving under the influence, eluding police, and so on. They must obey traffic lights, ride with hands on the handlebars, make complete stops at stop signs, and obey the speed limit. For a complete listing of moving regulations, see section IV on page 7.

Dismount Zones

For your safety and the safety of others, you must dismount bicycles, rollerblades, and skateboards in designated dismount zones. Dismount hours are 7:30 a.m. to 5:30 p.m. weekdays unless otherwise posted. Failure to dismount will result in a violation notice being issued. Other dismount zones may be designated as our campus changes.

Dismount Zones on Main Campus



Rollerblades and Skateboards

Some of these regulations apply to rollerbladers and skateboarders as well (i.e., dismount zones and yielding right-of-way). Rollerblades, skates, and skateboards may not be used inside buildings or where posting prohibits them. Performing tricks, jumps, or other maneuvers other than for transportation are not permitted.

Violations and Fines

If an accident results because of a safety violation, a violator's fine may be doubled. Skaters and skateboarders are included. For a complete listing of Violations/Fines/Fees, see section VI on page 10.

COLORADO STATE UNIVERSITY BICYCLE REGULATIONS

Revised February 1, 2005

I. INTRODUCTION

A. BICYCLE EDUCATION and ENFORCEMENT PROGRAM (BEEP)

The purpose of BEEP is to educate bicyclists and enforce rules and regulations pertaining to the operation of bicycles and skateboards on campus. The goal of the program is to provide a safe traffic environment so that all modes of transportation can coexist.

BEEP is a unit of the Colorado State University Police Department (CSUPD). Administration of the program is the responsibility of the BEEP Coordinator who is assigned by the Chief of Police. Enforcement is the responsibility of Patrol supervisors via the commander of the Patrol Division.

1. Education – is achieved through brochures, media releases, personal contact at bicycle licensing sessions and enforcement warning periods, and a bicycle safety seminar hosted by the Choice City Coalition for Cycling (C4), among other efforts.
2. Enforcement – includes targeting specific violations and/or locations as recommended by the BEEP Coordinator based on violation trends, complaints, accidents, circulation patterns, road and weather conditions, and other factors.

The BEEP Coordinator, with the knowledge and approval of the Chief of Police, has discretionary authority to establish police department policies and procedures consistent with the purpose and goals of the program.

B. SCOPE OF REGULATIONS

Colorado State Bicycle Regulations supplement all state laws (herein referred to as CRS), the City of Fort Collins Traffic Code, and all applicable City ordinances.

These Bicycle Regulations are in effect at all times and apply to all persons while on the Colorado State campus. Visitors are subject to citations that may result in an appearance before a state or municipal judge. Faculty, staff, and students are subject to University violation notices that may result in an appearance before a Judicial Affairs officer and/or a Bicycle Regulations hearing officer.

C. GRANTING AUTHORITY

Colorado Revised Statute (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.

Colorado State Bicycle Regulations are approved by the State Board of Agriculture in accordance with the authority granted by these statutes.

II. DEFINITIONS

- A. *Bicycle* = every vehicle propelled solely by human power applied to pedals upon which any person may ride having two tandem wheels or two parallel wheels and one forward wheel, all of which are more than fourteen inches in diameter.
- B. *Bicycle License* = the uniquely numbered adhesive sticker purchased from the University police department and supplied as evidence of bicycle registration.
- C. *Bicycle Path/Route* = a separate path, trail, or portion of a sidewalk completely separated from the roadway, used primarily for bicycles. (Note: This is where skateboards are allowed, NOT in bike lanes or roadway.)
- D. *Bicycle Violation Notice* = 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.
- E. *Bike Lane* = portion of a roadway or shoulder designated for preferential or exclusive use by bicyclists. It is distinguished from the portion of the roadway for motor vehicle traffic by a paint stripe, curb, or other devices. (Note: Skateboards are not allowed in bike lanes or roadway.)
- F. *CSU Business Day* = a day the University is open for business even though classes may not be scheduled.
- G. *Dismount Zone* = all areas of the University posted for no bicycle riding and marked with ground graphics and/or “Dismount” signs. All Dismount Zones apply to skateboards as well.
 - 1. Dismount is defined as “walking beside the bicycle with both feet off the pedals at the same time.”

- H. *Motorbicycle, Motorscooter* = every motor vehicle designed to travel on not more than three wheels in contact with the ground, except any such as defined in this section and any motorized bicycle as motor vehicle is powered by an engine of not to exceed six-brake horsepower.
- I. *Motor-Driven Cycle* = every motorcycle including every motorscooter, with a motor that produces not to exceed six-brake horsepower and every bicycle with motor attached, but not trail bikes, which are not designed for or approved by the department for use on the public roads or highways and not motorized bicycles as defined in motorized bicycle definition.
- J. *Motorized Bicycle* = a vehicle having two or three wheels, a cylinder capacity not exceeding 50cc, and an automatic transmission that produces a maximum design speed of not more than 30 miles per hour on a flat surface.
- K. *Off-Highway Vehicle* = any self-propelled vehicle that is designed to travel on wheels or tracks in contact with the ground that is designed primarily for use off of the public highways, and that is generally and commonly used to transport person for recreational purposes.
- L. *Pedestrian* = any person afoot or any person with mobility impairment who may need a mechanical device for transportation.
- M. *Police Bicycle* = a bicycle with special equipment operated by a police officer and which may be exempt from parking and moving regulations.
- N. *Road* = any highway.
- O. *Roadway* = that portion of a highway improved, designed, or ordinarily used for vehicular travel, exclusive of the sidewalk, berm, or shoulder even though such sidewalk, berm, or shoulder is used by persons riding bicycles, or other human-powered vehicles, or pedestrians. In the event that a highway includes two or more separate roadways, “roadway” refers to any such roadway separately but not to all such roadways collectively.
- P. *Sidewalk* = a pathway constructed primarily for use by pedestrians.
- Q. *Skateboard* = 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 rollerskates, in-line skates (rollerblades), and non-motorized scooters. These devices are not vehicles. They are considered toys by CRS (42-4-109 (Sub.¶9)).
- R. *Visitor* = all persons not classified as faculty, staff, or students of Colorado State University.

III. BICYCLE REGISTRATION

A. REGISTRATION REQUIRED

All bicycles *ridden* or *parked* on the Colorado State campus must be registered with the CSUPD. 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.

B. COST

The cost of registration is \$5.00. The cost is subject to change following approval of the Board of Governors of the CSU System.

C. TRANSFER OF REGISTRATION

If ownership of a registered bicycle changes, the *new owner* is to notify CSUPD if they are faculty, staff, or a student of Colorado State. Registrations are not transferable, and the new owner must register the bicycle under his or her name. The new (or previous) owner must also ensure that an old bicycle license has been removed when possession of the bicycle has changed. Only *one* CSU bike license can be affixed to any bicycle at one time.

If a bicycle is stolen, lost, or destroyed, the owner should notify CSUPD 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.

D. REGISTRATION FORM

The registration form provided by CSUPD 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. A Colorado State I.D. number is recommended.

E. LICENSE ATTACHMENT

The license decal is supplied with an adhesive backing to be attached to the main frame on the bicycle. The license is to be affixed so that it is clearly visible.

IV. MOVING REGULATIONS

A. 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 and skateboarders are also required to obey all traffic control devices specific to this campus.

B. PEDESTRIAN RIGHT-OF-WAY

1. Pedestrians have the right-of-way on all sidewalks and crosswalks.
2. Bicyclists and skateboarders 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 the direction they are going.

C. SPEED LIMITS

Bicyclists will obey the posted speed limits of 20 miles per hour on campus streets and 10 miles per hour in parking lots. When riding on a bicycle path or other area shared with pedestrians, a bicyclist or skateboarder will not exceed a speed that is reasonable and prudent with respect to visibility, traffic, weather, and surface conditions, but in any case will be less than the speed allowed on campus streets and parking lots.

D. RIDING PROHIBITED

Bicyclists will use roadways, bicycle lanes, and other maintained pathways unless otherwise posted. Skateboarders may use sidewalks and other maintained pathways unless otherwise posted. Bicyclists and skateboarders will not infringe, or perform tricks, upon benches, stairs, or other architectural components, landscaped areas, or any areas that are under cultivation. See Definitions beginning on page 5.

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 and skateboarders will dismount on *any* sidewalk where riding is impractical due to heavy pedestrian use or other conflict.

Per University policy, skateboards, rollerblades, or scooters may not be used inside buildings or in posted areas of the campus. Police officers or other University officials may impound a skateboard to determine identity of the user and/or to facilitate contact with a parent in the case of a juvenile violator.

E. 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.

F. 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.

V. PARKING REGULATIONS

A. PARKING PERMITTED

Bicycles will be parked only at bicycle racks, bicycle garages, or other approved bicycle parking areas unless they are stored within the residence of the owner or authorized user. In order to promote security, bicycles should be locked to the rack.

Bicycle racks are provided 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.

B. PARKING PROHIBITED

Bicycles will not be parked in any University building unless authorized.

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.

The following objects are not to be used for bicycle parking: trees, plants, signs, fences, railings, posts, fire hydrants, buildings, or other objects either living or artificial other than bicycle racks or bike garages.

C. ABANDONMENT

A bicycle will be considered abandoned if it has not been moved after seven (7) days and will be subject to impoundment.

D. IMPOUNDMENT/SAFEKEEPING

Violations of Colorado State 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.

1. When a bicycle is abandoned, found, or in violation of Colorado State 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 safe-keeping of the bicycle. Whenever practical, a bicycle that is in violation of a Colorado State bicycle regulation will be “field impounded” (locked to a rack at the location).
2. CSUPD 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 CSUPD registration records.

The impoundment of a bicycle, and any resulting fines or fees, may be appealed using the procedures set forth in section VII (C) 3 of these regulations for the handling of a Bicycle Violation Notice. 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.

E. LIABILITY/TAMPERING

The University 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.

F. RELEASE

The release of a impounded bicycle requires a person to:

1. provide proof of ownership,
2. pay impound fees (see FINES/FEES [paragraph VI]),
3. pay any outstanding violation notices, and
4. register the bicycle (if necessary).

Impounded bicycles will be held for a minimum of 90 days before being sent to Surplus Property for disposal at auction. A reasonable attempt will be made to contact the owner during this time. Severely damaged or inoperable bicycles may be disposed of after 30 days.

VI. VIOLATIONS/FINES/FEEES

Violation of any Colorado State bicycle regulation may result in the issuance of a University Bicycle Violation Notice to the owner and/or operator of a bicycle or skateboard on the Colorado State campus.

A. SAFETY VIOLATIONS

The following actions are considered to be safety violations and subject the violator to a **\$25.00** fine:

- Riding in a Dismount Zone
- Failure to obey traffic control device (to wit: STOP – Do Not Enter)
- Riding the wrong way on a one-way street or zone
- Riding without lighting equipment
- Riding double (on a single-seat bicycle)
- Failure to yield right-of-way
- Failure to signal
- Clinging to moving vehicle
- Riding on/in a landscaped area
- Riding on a sidewalk as described in section IV (D).

Other moving violations, as defined by CRS and MTC, are considered safety violations as well and may be cited by the officer.

More than one safety (and/or parking) violation can be cited on the same Bicycle Violation Notice.

B. ACCIDENTS

All traffic accidents involving a bicycle are subject to a police investigation *if* required by law. Bicyclists may be subject to a county or municipal summons in these cases. In those cases in which a formal investigation is not required and the accident is a result of a safety violation, the fine will be doubled for that violation only.

C. PARKING VIOLATIONS

The following actions are considered to be parking violations and subject the violator to an **\$15.00** fine:

1. Operating or parking without a required license
2. Parking in a University building or other No Parking area as described in paragraph V (B).

D. OTHER VIOLATIONS

1. Attaching bicycle to a handicap ramp/accessway – **\$35.00**
2. Providing false information/identification – **\$75.00**
3. Disobeying a police officer – **\$75.00**

E. OTHER SANCTIONS

In addition to the issuance of a Bicycle Violation Notice, violators may also be referred for appropriate University discipline within their constituency groups for repeated violations, personal conduct, or other issues of concern.

F. OTHER FEES

1. Impounded bikes – **\$15.00**
2. Lock cuts – **\$5.00**

G. FINE/FEE SCHEDULES

Fines for violations of bicycle regulations were established and approved August 1, 1993. Changes to the fine schedule can be requested of the Board of Governors of the CSU System via recommendations of the BEEP Supervisor and the Chief of Police.

Fees for police department services are set by the BEEP Supervisor and the Chief of Police. Fee schedules are reviewed by the Board of Governors of the CSU System. Impound fees include storage charges and a fee for removing a lock or securing mechanism.

VII. HANDLING A VIOLATION NOTICE

A. PAYMENT

The fine can be paid within 14 calendar days of the issuance of the notice.

B. APPEAL PROCESS

The Bicycle Violation Notice may be appealed by:

1. Written Appeal – A written appeal must be filed to the BEEP Coordinator within 14 calendar days of issuance of the Bicycle Violation Notice. Initiation of an appeal stays the penalty until a ruling is made. A hearing referee will consider the written appeal and information on the notice, including written comments by the officer, and make a decision to uphold the charge or dismiss the notice.

Written appeals will be considered during the next scheduled appeals session. The person appealing will be notified of the decision by mail.

2. Impoundment Appeals – Impoundment appeals are handled in the same manner as Bicycle Violation Notice appeals. A bicycle owner may make a written appeal to recover any fees that were charged as a result of his or her bicycle being impounded. To be able to file an appeal, fees and fines must be paid prior to the bicycle being released.
3. Hearing Fees – A hearing fee of up to **\$15.00** per Bicycle Violation will be assessed for violations that are upheld in the hearing process.
4. Closure – The hearing referee's decision on appeals is final and not subject to additional administrative appeal.

C. ADDITIONAL SANCTIONS

If the fine is not paid, an appeal filed, or the person fails to sign up for a safety seminar within 14 calendar days of issuance of a Bicycle Violation Notice, the fine will double. Delinquent faculty and staff fines will be deducted from the employee's paychecks. Delinquent student fines will be sent to Accounts Receivable for collection and/or may subject the student to denial of registration, transcripts, and diplomas.



Letter from Police Chief

Dear Students, Faculty, and Staff,

Bicycling is a viable mode of alternative transportation and one that many individuals use daily to commute to campus. Studies have shown that there are more than 15,000 bikes on campus per day at Colorado State University. Please be considerate of vehicles and pedestrians as you travel the streets of Fort Collins and the University. Obeying the bicycle laws will make everyone's travel much safer. Courtesy, safe riding, using safety equipment, registering your bike, and locking it in a rack will keep you healthy and your bike safe. Enjoy the experience of bicycling and be safe!

Sincerely,

Chief of Police
Colorado State University