



Arizona's First University.

Parking and Transportation Service  
1117 E. 6<sup>th</sup> Street  
Tucson Arizona 85721

**BICYCLE**  
**(AND NON-MOTORIZED TRANSPORTATION)**  
**Parking & Traffic Regulations**

**2008-2009**

It is the responsibility of all individuals walking, operating, or parking their non-motorized devices on campus to read and fully understand these regulations. Lack of knowledge of these regulations will not be accepted as grounds for dismissal of citation.

For additional information, please call:

Administration	621-3550
Alternative Transportation	626-RIDE
Customer Relations	626-PARK
Enforcement	621-1108
Field Operations	621-3756
Visitor Parking Programs	621-3710
Web Page	<a href="http://parking.arizona.edu">http://parking.arizona.edu</a>



## **I. Introduction**

Parking and Transportation Services encourages the use of non-motorized transportation but recognizes that it is necessary to establish campus regulations for the safety of pedestrians, non-motorized device operators, and the campus population.

Parking and Transportation Services provides parking options and promotes transportation alternatives for faculty, staff, students, and visitors at the University of Arizona.

The department's mission is to provide an equitable and quality service within the scope of available resources.

Our goal is to develop and improve transportation demand management by:

- improving accessibility and mobility throughout a changing and complex University environment;
- enhancing interaction with the community and mobility throughout a changing and complex University environment;
- utilizing ecologically sound principles in meeting transportation demands; and
- Implementing and maintaining information and financial systems.

The following is the philosophy guiding non-motorized transportation and traffic decisions:

- A strong education program promotes awareness of parking and traffic regulations and encourages safety.
- An ongoing engineering review of campus traffic patterns, building locations, and the environment to provide an efficient and safe traffic system.
- An enforcement program ensures compliance with established regulations.

For the purposes of these regulations, any person doing business with the University or working within the University area but not subject to the Board of Regents Conditions of Service or the University Classified Staff System may be treated as affiliated with the University for parking purposes.

## **II. Authority**

Arizona Revised Statutes 15-1627, as amended, grants the University the authority to adopt these non-motorized transportation parking and traffic regulations for the control of vehicles on the campus of the University of Arizona.

The Parking and Transportation Committee is responsible for reviewing and recommending parking and transportation policy and regulations. The administration of the policy and regulations is delegated to the Director of Parking and Transportation Services.

In addition to these regulations, all violations occurring on campus streets are subject to moving violation citations issued by University police officers under state statutes Title 28.

If any portion of these regulations is declared unlawful or unconstitutional, the remaining portions shall remain in full force and effect.

### III. Definitions

The following definitions shall apply:

1. **Bicycle Lane** refers to the single line of bicycle traffic within the bicycle path or route. Traffic in the bicycle lane is one direction. If a bicycle path or route includes two bicycle lanes, then the term bicycle lane shall refer to any such bicycle lane separately, but not to all such bicycle lanes collectively. Pedestrians are prohibited from these lanes.
2. **Bicycle Parking Space** refers to limited areas designated for parking and fastening a bicycle to blocks, racks, or a specific space.
3. **Bicycle Path** refers to a completely separated right-of-way designated exclusively for bicycle use.
4. **Bicycle Route** refers to a predetermined bicycle route marked with signs labeled Bicycle Route. Motor vehicles and pedestrians may share the right-of-way as designated by signs and/or stencils, but only within those designations.
5. **Non-Motorized Transportation** refers to walking, the use of wheelchairs (motorized and non-motorized), bicycles (electric and pedal), tricycles, unicycles, skateboards, roller skates, roller-blades and animals in the equine family.
6. **Motorized Bicycle:** Refer to Parking and Transportation Services, "Motor Vehicle Parking and Traffic Regulations manual, section VIII. Golf Carts and Other Motorized Vehicles".
7. **Parking Enclosure** refers to a semi secure area which is accessed through a locked gate. Access is permitted only to authorized individuals.
8. **Bicycle Locker** refers to an individual secure compartment with a locked door that holds one or two bicycles. Access is permitted only to authorized individuals.

### IV. Operation of Bicycle and Non Motorized Devices/Vehicles.

Bicycles shall be operated only on streets, roadways, bike paths, routes and areas specifically designated for bicycle riding.

Bicycles and other non-motorized devices shall not be ridden or parked in parking structures, with the exception of a designated parking enclosure.

Persons operating bicycles and other non-motorized devices on campus shall practice courteous, defensive riding, giving right-of-way to pedestrians, traveling at safe speeds, and having their vehicles under control at all times.

All rules and procedures herein are applicable to all non-motorized devices.

#### A. Enforcement

##### 1. Authority

Parking and Transportation Services and the University Police Department are charged with enforcement of these regulations. The University's police officers are empowered to issue citations for violations of state law.

##### 2. Times of Enforcement

Regulations governing restricted parking areas and traffic regulations are enforced twenty-four (24) hours a day, three hundred and sixty-five (365) days a year.

## **B. Parking Regulations**

### **1. Knowledge of the Rules**

It is the responsibility of all individuals walking or operating a non-motorized device on campus to read and fully understand these regulations. Lack of knowledge of these regulations will not be accepted as grounds for dismissal of citations.

### **2. Parking Areas**

Bicycle parking is available throughout campus and is designated by the presence of bicycle racks, blocks, lockers, and/or specifically designated parking areas (bike enclosures). Bicycles must be parked only within the boundaries of designated parking areas and/or properly attached to a bike rack or block. Parking and/or placement of any non-motorized devices not covered under these regulations must be approved by Parking and Transportation Services.

Parking racks/blocks are not to be utilized as long term bicycle storage. Bicycles that are in a state of disrepair parked at blocks or racks and appearing to be abandoned are subject to impoundment. Bicycle related gear (or other items) should not be left alone at bicycle racks or blocks. Items such as; locks, chains, helmets, seats, wheels, etc, left on racks/blocks may be considered abandoned and subject to impoundment. Abandoned or long term storage means that the bicycle, through a visual inspection and monitoring process over a 21 day period, has not moved. State of disrepair means the bicycle has such features as: flat tire(s), bent rims, rusted or broken - chain links, cassette, derailleur - broken or rusted brakes, etc.

### **3. Restricted Parking Areas**

Bicycles shall be parked in accordance with federal, state, and local fire and safety regulations.

Bicycles shall not be parked or stored:

- a. in any University building (e.g. offices, residence halls, classrooms, or parking structures without a bicycle storage facility;)
- b. against or fastened to any tree, plant, bush, or foliage;
- c. against or fastened to any water, steam or gas pipe, fitting, electrical fixture, fence, sign post, railing, public seating fixture, or emergency safety device;
- d. upon or attached to any ingress/egress ramp, stairway or stairwell railing or otherwise fastened to or blocking any exit/entrance to any University building;
- e. in any locked, controlled entry enclosure if access has not been authorized by Parking and Transportation Services; or
- f. in any other area where parking is specifically prohibited by these regulations or by signs.

### **4. Liability**

The University assumes no responsibility for the care and protection of any bicycle or non-motorized device or its contents at anytime the vehicle is on University property; nor shall the University be held liable for damages to bicycles or locks of impounded or stored bicycles.

## **5. Bicycle Storage Areas:**

Parking and Transportation offers two improved options for added security of bicycle parking and storage. Leases/Rentals are available to UA students or employees only (Bicycle Enclosures and Bike Lockers).

### **Bicycle Enclosures**

Parking and Transportation Services offers convenient gated and secured bicycle enclosures. Individual spaces are obtainable at Tyndall, Main Gate, Park, Highland, Second Street, and Cherry Avenue Garages for a semester or annual fee. Parking stanchions and racks are provided to secure bicycles with personal U-Locks. Enclosures are security fenced, covered and protected from inclement weather. (Note: Highland Garage is not a covered enclosure).

### **Bicycle Lockers**

Leases are available on individual high security bicycle lockers by semester or annual basis. There are a limited number of bicycle lockers on campus.

For more information call **626-PARK (7275)** or visit <http://parking.arizona.edu>

## **6. Responsibility for Citations**

Each pedestrian and non-motorized device owner/operator/registrant shall be responsible for all citations issued to him/her personally or to the vehicle(s).

## **C. Traffic Regulations**

### **1. Bicycles/General Regulation**

Every person operating a vehicle shall obey traffic control devices and rules of the road applicable under Arizona state laws (§ARS 28-812 et seq.) and these regulations.

Bicycles shall not be operated on sidewalks, in parking structures, or in any areas where bicycles are restricted by regulation or signs.

### **2. Walk Your Bike**

Riders shall have all of the rights and duties of a pedestrian when walking their bikes.

You must walk your bike anywhere signs are posted designating such activity. This would include (but not be limited to) such areas as:

- The Olive Tunnel Underpass (between the hours of 7am-5pm, M-F)
- The Student Union Memorial Center Canyon Walkways
- The Alumni Plaza Area
- Krutch Garden Pedestrian Walkway(s)
- The North Mall Area (just south of the Student Union) between Bear Down Bike Path and Old Main Circle

## **D. Rules of the Road - General**

### **1. Operator Riding Requirements**

A bicyclist shall always be in control of the vehicle by having at least one hand in contact with the handlebars, feet in contact with the pedals, and shall ride sitting astride and upon the permanent and regular seat. The bicycle cannot be loaded as to obstruct the operator's clear view of the road (both forward and backward) or interfere with operation of the bicycle.

## **2. Passenger Riding Requirements**

A bicycle shall carry only the number of persons for which it is designed and equipped.

Persons riding bicycles, skateboards, roller-skates, or other forms of coasters shall not attach themselves to any vehicle (motorized or non-motorized) on the roadway.

## **3. Hand Signals**

Hand signals are required when turning from a direct course. The hand signal shall be given within the last 100 feet traveled by the bicycle before turning, and should be given by the left arm and hand. Right turn signals may be given by directing the right arm to the right, pursuant to state requirements.

## **4. Bicycles to the Right**

Bicycles must be operated only in the direction of traffic flow and as near to the right side of the roadway as practicable.

## **5. Accidents**

All vehicular accidents occurring on University property must be reported immediately to the University Police Department at 621- UAPD (8273) pursuant to §28-663 of the Arizona Revised Statutes. Injury and emergency calls should be reported by calling 911.

## **E. Rules of the Road – Campus Bicycle Routes/Paths**

### **1. Rules Applicable to Bicycle Routes/Paths**

Rules of the road applicable to automobiles on streets/roadways/highways shall apply to bicycles operated on bicycle routes/paths in the same manner as they apply to automobiles operated on streets/roadways/highways.

### **2. Traffic Control Devices on Bicycle Routes/Paths**

An operator of a bicycle as required by these regulations and/or state law shall adhere to all regulatory signs and/or traffic control devices on bicycle routes/paths.

### **3. Control Signal on Parallel Roadway**

Operators of bicycles riding in a bicycle route/path parallel to the roadway shall observe all traffic signals, yield signs, or stop signs facing the roadway.

### **4. Bicycles to Operate on the Right**

A bicycle shall be operated upon all bicycle routes/paths only in those bicycle lanes which are to the right of the center lane except:

- a. when overtaking or passing another bicycle proceeding in the same direction;

- b. when passing an obstruction; or
- c. when a bicycle route/path is designated and posted by a sign as a one-way path.

Rate of speed on bicycle routes/paths shall not exceed 15 m.p.h.

#### **5. Yielding to Pedestrians**

Whenever a bicycle route/path crosses a pathway used for pedestrian travel, the operator of a bicycle shall yield the right-of-way to any pedestrian using any such pathway.

#### **F. Equipment**

1. In accordance with Arizona Revised Statutes §28-817 as amended, every bicycle operated on campus between sunset and sunrise shall have operating:
  - a. a front white lamp visible from a distance of 500 feet in front of the bicycle;
  - b. rear red reflector which meets state regulations for visibility by motor vehicles;
2. A brake which will enable the operator to make the braked wheels skid on dry, level, clean pavement.
3. In accordance with City of Tucson ordinance # 8167, any person under the age of 18 must wear a bicycle helmet while operating a bicycle.

#### **G. Other Non-Motorized Devices**

Roller-skating, roller-blading, and skateboarding are permitted on sidewalks and in any area not prohibited by signs and/or regulations. Roller-skating, roller-blading and skateboarding are prohibited in the following areas:

- a. on any pedestrian walk, ramp, courtyard, or patio where signs are posted indicating this prohibition;
- b. within any building at the University;
- c. on any ramp established for the use of persons with disabilities;
- d. on any stairs, landings, or handrails on University property;
- e. in or on the parking garages; or
- f. on University structures, including but not limited to benches, walls, sculptures, statues, or monuments.

Persons using such equipment must exercise care for the rights of others as well as operate their devices with safe and reasonable behavior.

No person upon roller-skates, skateboards, roller-blades or riding by means of any coaster shall go upon any street, roadway, or bike route/path except while crossing a street, roadway, or driveway.

Hot Dogging (as defined by Webster's Dictionary, "to do acrobatic stunts") using roller-skates; roller-blades, and skateboards or any other non-motorized device is prohibited on campus, unless specifically approved as part of a sanctioned University event.

#### **H. Pedestrian Rights and Duties**

Where sidewalks are provided, a pedestrian shall not walk upon the roadway or street. Where sidewalks are not provided, pedestrians shall, where applicable, walk on the left side of the roadway/street facing traffic.

Pedestrians are prohibited from walking in bicycle lanes, routes or specially designated areas, as well as jay-walking across roadways and other restricted areas. Pedestrians crossing these facilities shall do so with caution and only in designated crosswalks.

Whenever a traffic control device controls traffic, lights, and/or electronic signal control traffic, pedestrians are to adhere to the appropriate signal displayed. If the electric signal is not working, pedestrians are to proceed into the crosswalk with caution.

When entering a crosswalk, a pedestrian shall not step into the path of a motor vehicle when such motor vehicle constitutes a hazard.

Pedestrians are prohibited from crossing a street at any point other than a marked or unmarked crosswalk.

No person shall stand in a road/street for the purpose of soliciting a ride from the driver of any motor vehicle.

#### **I. Impoundment of Non-Motorized Devices/Bicycles**

1. The University maintains the right to impound, at the expense of the owner/rider or claimant, any non-motorized device/bicycle which is classified as lost/stolen, parked/stored, abandoned, or operated in violation of these regulations. The University maintains the right to remove security devices attached to vehicles/bicycles for impoundment purposes.

2. Impounded vehicles/bicycles may be claimed at the Parking and Transportation Services office.

- a. Academic periods: University business hours of operation,  
M, T, W, F 7:30am-5:00 pm and Thursdays 9:00am-6:00pm, (excluding University holidays) from customer relations, and between 5:00 p.m. -11:00 p.m. at the enforcement dispatch office.
- b. Non-academic periods: business hours of operation (excluding University holidays), M, T, W, F 7:30am-5:00pm and Thursdays 9am-6:00pm from customer relations, and between 5:00 p.m. -7:00 p.m. at the enforcement dispatch office.

3. Vehicles/bicycles will be released after the claimant:

- a. provides proof of ownership;
- b. registers the vehicle, if applicable; and
- c. pays all outstanding citations, impound fees, storage fees and any other outstanding fees or citations.

4. Sales of Unclaimed Vehicles/bicycles

Notice will be sent to known vehicle owners/registrants when vehicles/bicycles have been impounded. Notices shall be left at the site where the vehicle/bicycle was impounded on non-registered vehicles/bicycles. Vehicles/bicycles unclaimed 60 calendar days after the original date of impoundment shall be considered abandoned, and may be disposed of by the University.

#### **V. Bicycle Registration**

##### **A. General Requirements**

Courtesy bicycle registration is offered to the University community. New employees and students are encouraged to register before their first day of employment or classes. Registrants must bring their bicycles at time of registration. Bicycles brought on campus are subject to University bicycle regulations.

##### **1. Issuance of Permits**

Parking and Transportation Services is the sole campus unit authorized to issue bicycle permits.

A U of A bicycle permit will be attached to the bicycle frame by a Parking and Transportation Services employee at the time of registration. There is no fee for this permit.

Permits will be issued only after;

- a. providing picture identification card;
- b. receipt of ownership, if available;
- c. submission of a completed and signed bicycle registration form.

### **2. Imputed Knowledge of Regulations**

All pedestrians and non-motorized device operators are held responsible for knowledge of state traffic regulations in addition to obtaining, reading, and complying with University Parking and Traffic Regulations for Non-Motorized Transportation.

### **3. Change of Residence**

Registrants must submit notification in person or in writing to Parking and Transportation Services promptly upon any change in residence.

### **4. Term of Permit and Transfer of Permit**

Registrations are valid for the duration of ownership. Permits are assigned to the registrant. Registration may not be transferred to another person. Liabilities for impound and parking fees and citations incurred are the responsibility of the permit registrant. Liability for traffic citations is the responsibility of the operator.

### **5. Replacement Permits: Sold or Traded Vehicles/bicycles**

Failure to advise Parking and Transportation Services of a sale or trade of registered vehicles/bicycles will result in continued responsibility of the registrant for citations received on that permit and vehicle/bicycle. The registrant is responsible for removing bicycle permits prior to selling or trading the vehicle/bicycle.

### **6. False Registration.**

Only the University of Arizona Parking and Transportation Services is authorized to issue bicycle permits. No person shall obtain, attempt to obtain, or use an altered, stolen, lost, or counterfeit bicycle permit or a permit issued upon false information. Giving a false name, address, identification number, or other information known to be false shall constitute false registration. Violation of this provision shall be cause for citations/fees and possible legal action.

## **VI. Violations and Fines**

The City of Tucson courts will adjudicate moving violations issued by police officers.

In accordance with Section II, the University reserves the right to impound any vehicle on campus for any violation of these regulations

### **A. Parking Violations**

Blocking and/or parking on any ingress/egress ramp; blocking and/or parking on wheelchair access ways or unauthorized parking in a space designated for the disabled.

Parking in or blocking fire lanes, exits/entrances to University buildings, or attaching to or blocking emergency safety devices.

Parking inside any University building.

Subsequent offenses are subject to additional citations/fees.

**B. Other**

Operating a vehicle/bicycle on a pedestrian sidewalk or in any area restricted by regulation or signs

Riding in the Olive Tunnel underpass between the hours of 7:00am-5:00pm, Monday - Friday.

Failure to stop at Stop or yield at Yield signs.

Locking a bicycle to another bicycle, thereby preventing its use.

Impoundment (Lock removal)

Riding without proper lighting equipment in operation between sunset and sunrise.

Riding in opposite direction of traffic or traffic signs.

Subsequent offenses are subject to additional citations/fees.

Walking in a bicycle lane, bicycle route or jaywalking.

Other violations of the University Non- Motorized Devices Regulations.

**Violators of the above rules will be subject to a fine.**

**Storage Fees** : Fees begin to accrue three calendar days after impoundment.

**VII. Satisfaction of Citations and Procedures for Hearing**

**A. Payment of Citation**

All monetary penalties may be paid to Parking and Transportation Services Mon, Tue, Wed, and Fri 7:30 a.m. - 5:00 p.m. and Thu 9:00 a.m. to 6:00 p.m. After regular hours, payments may be made at the Parking and Transportation Services dispatch office. If a citation is encumbered, students and employees with active Student Information Systems accounts may pay at the Bursars Office unless the citation has been reduced. No violations will be considered clear until the correct amount has been paid. If violators lose their copy of the citation, a copy or invoice may be obtained from Parking and Transportation Services customer relations.

**B. Citation and Impound Payments**

Payment is accepted at Parking and Transportation Services by cash, check, money order, and ATM/debit cards, Cat Card, VISA, MasterCard or American Express.

**C. Delinquent Response to Citation**

A citation unpaid after fourteen (14) calendar days after issuance shall be considered delinquent and subject to a late charge from the date of issuance in addition to the fine. Bicycles are subject to impoundment for unpaid citations.

Under Arizona law there is no statute of limitations on unpaid parking citations. Citations remaining unpaid shall be subject to collection methods regardless of the date of the citation.

#### **D. Appeals and Hearings**

##### **APPEALS NOT RECEIVED BY THE DEADLINE WILL RESULT IN LOSS OF THE RIGHT TO APPEAL.**

1. A person who receives a University bicycle citation may appeal the citation in writing, via our web page at <http://parking.arizona.edu> or at the Parking and Transportation Services office. The appeal must be made within fourteen (14) calendar days after issuance of a citation, exclusive of the day of issuance.

The following reasons will NOT be accepted by Parking and Transportation Services as reasons to dismiss or modify a citation:

- a. lack of knowledge of these regulations;
- b. lateness due to class or appointment; or
- c. disagreement with the amount of the citation/fee.

2. A person receiving an unfavorable decision from a parking appeals officer may appeal to the parking hearing officer by posting bond and arranging for an appointment or submitting a written second level appeal and bond. The request must be submitted within fourteen (14) calendar days after the unfavorable decision. Failure to appear for a scheduled appointment with the hearing officer will constitute an automatic waiver of further appeal and forfeiture of bond.

3. Second level appeals are eligible for consideration by the parking hearing officer only after a sum equal to the amount of the citation is paid to Parking and Transportation Services when the appeal is filed. This money is a bond to guarantee appearance at the appointment. This bond may be returned whole or in part, as the case may be. If the second level appeal is denied, the bond will be applied to payment of the citation.

4. An unfavorable decision from the parking hearing officer may be appealed to the Parking Hearing Board. The Board is comprised of University employees and student representatives that do not work for Parking and Transportation Services. The Board is an independent and impartial body charged with providing a fair hearing on appeals.

- a. The hearing request must be made within fourteen calendar days after the unfavorable decision of the hearing officer. Request for Hearing forms are available at Parking and Transportation Services, customer relations. Forms must be filed as outlined in the Parking Hearing Board procedures. Forms and instructions will be mailed to appellants upon request.

- b. A person who requests a hearing before the Board may request that the citing officer attend the hearing for purposes of examination. Failure to appear during any of these proceedings where an appearance is requested or required will result in a waiver of any further appeals and the forfeiture of the bond.

#### **E. Judicial Review**

Any person who has received a final ruling from the University of Arizona Parking Hearing Board may have the right to have that ruling reviewed by the Superior Court of Pima County in accordance with the provisions of the Administrative Review Act, Title 12, Chapter 7, Article 6, and Arizona Revised Statutes. As provided by that act, the appellant must file the complaint within thirty-five (35) days of the Parking Hearing Board's decision. There is a filing fee assessed by the court system for this process.

### **VIII. Resolution of Unpaid Accounts and Returned Checks**

### **Disciplinary Sanctions and Collections**

If a person has a past due debt and/or outstanding returned checks at the University, the following billing and collection actions may be taken if applicable:

- Impoundment of vehicle/bicycle.
- Encumbrance of student records, transcripts and diplomas.
- Cancellation of class enrollment.
- Collection by payroll deduction.
- Referral to the Dean of Students for disciplinary action.
- A report of non-payment may be sent to the appropriate Dean's, Department Head's or Director's Office for appropriate action.
- Collection by State of Arizona Debt Set-Off Program.
- Referral to a collection agency and reported to a credit bureau.

No Specific order or priority of the foregoing actions is implied or required.

The University reserves the right to employ any legal method in any sequence to collect unpaid citation/fees. Individuals will be responsible for all collection costs and legal fees associated with this collection process.

Under Arizona Law there is no statute of limitations on unpaid parking citations; therefore, citations remaining unpaid shall be subject to collection, regardless of the date of the citation.

Current students will be notified of outstanding parking citations through the University of Arizona email system. Employees will be notified by mail or through the University email system. All other billing notices will be sent to the last known address listed with Parking and Transportation Services. It is the student's, employees, or other University of Arizona affiliate's responsibility to notify Parking and Transportation Services of a change in address. You may notify us on-line with our secure form [https://parking.arizona.edu/account/change\\_address.php](https://parking.arizona.edu/account/change_address.php), or call 626-Park (7275).