

# ADMINISTRATIVE POLICIES AND PROCEDURES

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**SUBJECT:** VEHICLES ON CAMPUS SIDEWALKS AND LAWNS

**NUMBER:** 648

**AUTHORIZING BODY:** VICE PRESIDENT FOR FINANCE AND ADMINISTRATION

**RESPONSIBLE OFFICE:** OFFICE OF THE CHIEF OF POLICE

**DATE ISSUED:** JULY 1987

**LAST UPDATE:** JUNE 2015

**RATIONALE:** In order to enhance safety of pedestrians and to avoid unnecessary damage to campus sidewalks and grounds, the following policy is hereby established.

**POLICY:** The practice of driving vehicles on Oakland University (University) sidewalks or lawns is generally prohibited unless prior authorization is obtained or the practice meets one of the exceptions as stated in this policy. This prohibition is regulated by University ordinance as well as the Michigan Motor Vehicle Code.

**SCOPE AND APPLICABILITY:** This policy applies to all students, faculty, staff and visitors operating motor vehicles on the University campus.

**DEFINITIONS:**

**PROCEDURES:**

Generally, approval of sidewalk or lawn access involving motor vehicles must be secured from the Oakland University Police Department (“OUPD”) and will be granted only to persons utilizing a vehicle on official University business or service. To obtain approval, operators should contact the OUPD Dispatch Center (ext. 3331). Approved vehicles must not be operated in excess of 5 m.p.h.

Approval will generally be given for the following:



1. The hauling of heavy construction site equipment or materials
2. Construction vehicles (earth moving, concrete/asphalt paving, re-roofing, etc.)
3. Furniture/equipment moving for special events to buildings without loading docks, service entrances, and freight elevators
4. Transport of hazardous or fragile materials (large panes of window glass, etc.)
5. Self-contained vehicles (carpet cleaning, etc.) beyond reach of roadways

Vehicles which have not received approval to drive on sidewalks/lawns, or meet one of the exceptions stated in this Policy, are subject to ticketing and towing by the OUPD. Employees violating this Policy may also be subject to appropriate disciplinary action.

Approval to operate vehicles on campus sidewalks and lawns will generally NOT be given for the following:

1. Contractor vehicles (both company and personal) not directly involved in hauling heavy equipment, heavy materials, and/or actual construction site work.
2. Furniture/equipment moving to building with loading dock and/or service entrances.
3. Deliveries to buildings with loading docks and/or service entrances.
4. Ready access to vehicle for either work force or contractor convenience.

Generally, emergency vehicles (police, fire, medical), Facilities Management, and Mail Services vehicles may be operated on campus sidewalks and lawns without special approval. However, such vehicles will be operated in a safe and orderly manner.

The Associate Vice-President for Facilities Management and the Chief of Police may establish internal procedures (in addition to those outlined in this Policy) governing the off road operation of vehicles belonging to their respective departments.

#### **RELATED POLICIES AND FORMS:**

[OU AP&P # 610 Driving Practices and Standards](#)

[OU AP&P # 640 University Ordinances](#)

[OU AP&P # 642 Police Department – Parking Regulations and Road Closure Procedures](#)

#### **APPENDIX:**