



Procedure Number: **OPS – 022**
Procedure: **Vehicles Driving On Campus Interior**
References: [MCA](#) 20-25-311 & 312; UM Motor Vehicle Regulations
Approved By: Kenneth A. Willett, Director for Office of Public Safety

OBJECTIVE

To maintain a campus core, centered on the Oval, free of motorized vehicles so that students, faculty, staff, and visitors to the University of Montana may enjoy, safe, quiet and pollution-free travel between buildings.

PROBLEM

The University of Montana campus has several facilities that have no roadway access to them. On a daily basis, there is a need to provide access for service and delivery personnel to every building on campus.

PROCEDURE

All motor vehicles (State, commercial, or private) are prohibited from driving across the unpaved surfaces of The University of Montana campus. In addition, there are some narrow sidewalks, which are unable to jointly support pedestrian/wheelchair traffic and vehicle traffic. The attached map reflects the only sidewalk areas that specific approval may be granted for limited motor vehicle access. For these areas, users must have written vehicle approval. All other sidewalks are off limits to any form of motor vehicle traffic. Approved vehicle traffic on passable sidewalks may not exceed a speed of 5 miles per hour and must stop at all corners where visibility is limited. (See access route on map)

Departments which presently use the sidewalks to support service operations such as Facilities Services, Instructional Media Services, Printing Services, Mail Services, Catering, and others will need to coordinate with the Office of Public Safety and adopt service routes which are safe and in accord with this policy. Any deviation from the approved use will result in withdrawal of the approval and other actions as appropriate. (See support service routes on map) Supervisors will ensure that drivers are made aware of this policy.

Departments doing business with outside delivery vendors will be required to notify them of this policy and require their strict compliance. Written contracts should stipulate that this policy be followed as one of the conditions of doing business on the campus.

The only general exceptions to this policy will be for emergency vehicles responding to fire, medical, or police emergencies and service vehicles required for exterior grounds and building maintenance (lawn mowers, backhoe, cement truck, hi-ranger, etc.). Vehicles authorized to use the approved sidewalk system will be limited to single axle and 1-ton or smaller. Tractor -trailer units will not be allowed. On occasion, vehicles may be permitted to drive on grass areas to set up special events or to accommodate parking for special events. Permission to drive on grass areas must be obtained through a Facilities Use Permit available from the University Center Scheduling Office.

All damage to University property, such as lawns, shrubs, or buildings must be reported to the Office of Public Safety.

ENFORCEMENT

Violation of University vehicle regulations may result in the drivers being issued tickets for which they will be held personally responsible.

Employee violations of this policy may result in disciplinary personnel actions.

Any violation of the Student Conduct Code that occurs during the enforcement of this policy may be filed as a complaint with the Vice President for Student Affairs.

The University may invoke withdrawal of consent (to remain on campus) procedures in accord with Montana University System Policy 1005.2. This process may be used as a condition to invalidate any contract previously given to vendors doing business with the University.

Individuals found in violation of certain safety, property protection, and traffic rules related to the above policy may be cited into Municipal Court for violation of traffic regulations as defined in Title 61, Chapter 8 of the Montana Codes Annotated.