



## **OFFICIAL POLICY**

### **Bicycle Operation and Parking Policy**

#### **1.0 PURPOSE:**

The purpose of this policy is to ensure the safety of both users of bicycles and the College of Charleston community as a whole and to promote the advancement of the College towards a friendly, pedestrian, and environmentally healthy community, while promoting the sustainability and alternate transportation goals of the College and physical exercise.

#### **2.0 DEFINITIONS**

**2.1 Bicycles.** Pursuant to Section 56-5-160 of the South Carolina Code of Laws, a bicycle is a device propelled solely by pedals, operated by one or more persons, and having two or more wheels, except children's' tricycles.

**2.2 Mopeds.** Notwithstanding the provisions of Section 2.1 above and pursuant to Section 56-5-165 of the South Carolina Code of Laws, every cycle with pedals to permit propulsion by human power or without pedals and with a motor of not more than fifty cubic centimeters which produces not to exceed two brake horsepower and which is not capable of propelling the vehicle at a speed in excess of thirty miles an hour on level ground is a moped. If an internal combustion engine is used, the moped must have a power drive system that functions directly or automatically without clutching or shifting by the operator after the drive system is engaged.

#### **3.0 BICYCLE REGISTRATION**

**3.1 Registration of Bicycles.** All bicycles used, stored, parked, or operated on the College of Charleston campus shall be registered with the Department of Public Safety. Proof of ownership may be required to register a bicycle.

**3.2 Registration Fees.** No registration fee will be charged for each bicycle registration. The cost of registration shall be borne by the College of Charleston.

**3.3 Impounding of Unregistered Bicycles.** The Department of Public Safety is authorized to impound unregistered bicycles and remove them to an area designated for storage. Bicycles impounded may be recovered only upon proof of ownership. No bicycle shall be released unless it is licensed in accordance with Section 3.1. Unclaimed bicycles, which have been impounded because they were unregistered or impounded for violation of parking regulations set forth in this policy, shall be held for a minimum of 90 days at which time the owners are presumed to have relinquished their legal title. (An unclaimed bicycle is one that has is

unregistered and the owner cannot be located or has not claimed the property within 90 days, or one that is registered and the owner has not claimed the property within 90 days.)

Such bicycles may be donated to the Student Government Association or other recognized student association of the College of Charleston to be sold at public auction without reserve. The same disposition will be applied to bicycles which remain unclaimed after storage with the Department of Public Safety and stolen bicycles which have been recovered by Public Safety and the owner notified of its recovery, if said bicycles remained unclaimed for a period of 90 days. Any bicycle being sold at auction must be properly registered prior to release; unless the owner or his designee can show reasonable proof that the bicycle will not be operated in or on College property.

3.4 Displaying of Bicycle Registrations. Bicycle registration stickers shall be displayed on the front seat tube of the bicycle frame.

3.5 Notification of Change of Address and/or Telephone Number. In order to ensure timely notifications, whenever the owner of a registered bicycle changes his/her address and or telephone number, he/she is encouraged to notify the Department of Public Safety within 10 days of the address and/or telephone number change. In the event that any bicycle registration issued is lost, stolen, or mutilated, the licensee of such bicycle will immediately notify the Public Safety Department.

#### **4.0 BICYCLE PARKING**

4.1 Bicycle Parking, Where Permitted. Bicycles shall be parked, stored or left only in areas specifically designated by the presence of racks or other devices designed for bicycle parking or when designated by the posting of signs indicating the space as a bicycle parking area.

4.2 Moped Parking Prohibited. mopeds shall park in specifically designated areas or designated motorcycle spaces as established by the College and in accordance with the rules and regulations set for by the College's Parking Services. mopeds are prohibited from being parked at any bicycle rack or other device designated for bicycle parking or anywhere when designated by the posting of signs indicating the space as a bicycle parking area. mopeds parked in violation of this policy may be confiscated by the Department of Public Safety.

4.3 Signed Areas: Bicycle Parking Prohibited. No bicycle shall be parked, stored or left in an area where signs are posted indicating that bicycle parking is prohibited. Such signs will bear the legend "NO BICYCLE PARKING" or symbols indicating no bicycle parking.

4.4 Blocking Entrances-Exits. No person shall park, store or leave a bicycle in such a manner as to cause said bicycle to block or otherwise impede normal entrance to or exit from any building.

- (a) No bicycle shall be parked, stored, or left within six feet of an entrance or exit unless in a bicycle rack, or other approved bicycle parking location provided within that distance.
- (b) No bicycle shall be parked, stored or left on any building access or egress ramp.

4.5 Blocking Traffic. No bicycle shall be parked, stored or left so as to block or impede the normal flow of traffic on any highway, roadway, street, alley, sidewalk, mall, patio, and parking area at the College.

4.6 Blocking Ramps And Stairways. No bicycle shall be parked, stored, or left so as to interfere with or impede the normal movement of disabled persons, pedestrians or bicyclists upon ramps, stairways or curb cuts.

4.7 Locking To Unauthorized Objects. No bicycle shall be locked or otherwise attached to any handrail, tree, shrubbery, door, signpost, lamp, telephone pole, lamppost, fence, or other object not maintained or designed for the purpose of securing bicycles. Any bicycle found in violation of this section may be confiscated by a member of the Department of Public Safety

4.8 Parking or Storing Inside Buildings. No bicycle shall be parked, stored or left in any lobby, hallway, stairway, classroom, entrance/exit or any doorway, etc. unless said area is specifically designated for bicycle parking. Designated areas must be in accordance with all Federal, State and local fire and safety regulations.

4.9 Authority To Remove Or Impound Bicycles. Department of Public Safety personnel authorized to enforce bicycle parking are authorized to move, relocate, immobilize or impound any bicycle which:

- (a) Blocks or otherwise impedes the normal movement of persons with disabilities and other pedestrians, or equipment using entrances or exits of any College building;
- (b) Blocks or otherwise impedes traffic on any street, highway, roadway, path, sidewalk, mall or patio;
- (c) Is parked in violation of any of the sections of this policy;
- (d) Appears to be abandoned as evidenced by signs of non-use or neglect;
- (e) Is left unlocked or otherwise inadequately secured so as to be at risk of theft or vandalism.

4.10 Bicycle Impound. Any bicycle impounded pursuant to any section of this policy shall be stored in a secure facility designated for such purpose. Any bicycle being released must be properly registered prior to release; unless the owner or his designee can show reasonable proof that the bicycle will not be operated in or on College property.

4.11 Temporary "No Parking" Signs. The Director of Public Safety is authorized to erect or place temporary "No Parking" signs on the College property when necessary. No bicycle shall be parked or left in violation of such temporary restrictions.

## **5.0 BICYCLE EQUIPMENT AND OPERATION**

5.1 Laws Applicable To Bicycle Use. Every person operating a bicycle anywhere on the College of Charleston campus or on property leased or controlled by the College has all of the rights and is subject to all duties applicable to the operator of a vehicle as set by the applicable provisions

of the South Carolina Code of Laws, except those provisions which by their very nature can have no application.

5.2 Bicycle Equipment. All bicycles operated anywhere on College property or on property leased or controlled by the College shall be equipped as follows:

- (a) Bicycle must be equipped with brakes.
- (b) Handlebars must not elevate the operator's hands above his/her shoulders in order to grasp the normal steering grip area.
- (c) The bicycle must not be of a size which will prevent the operator from safely stopping the bicycle. The operator must be able to support the bicycle in an upright position with at least one foot on the ground, and restarting the bicycle in a safe manner.
- (d) Every bicycle operated during darkness will be equipped with:
  - A white headlight.
  - A red rear reflector
  - A white or yellow reflector on each pedal visible from the front and rear of the bicycle.

5.3 Bicycle Operation. All bicycles operated on College property or property leased or controlled by the College are subject to the provisions of the South Carolina Code of Laws for violation of any such provisions, and the operator of any bicycle may be issued a traffic citation to appear in court and/or be subject to disciplinary action.

The South Carolina Code Sections applicable to the operation of bicycles also include but are in no way limited to those which pertain to safe speed, turning (hand) signals, right-of-way, stop signs and traffic signals.

5.4 Excessive Speed. No person shall operate a bicycle at a speed greater than is reasonable and prudent under the existing conditions. Maximum vehicle speed limit on main campus is 5 MPH. Maximum vehicle speed limits in any parking lot or parking area is 10 MPH.

College campus police officers and/or emergency medical personnel on bicycles are exempt from excessive speed restrictions when responding to emergencies so long as the police officer and/or EMS person utilizes a bell, whistle or other audible warning device when approaching pedestrians.

5.5 Riding Bicycles. No person shall operate a bicycle:

- (a) On any pedestrian walk, ramp, mall, or patio where signs are posted indicating that bicycle riding is prohibited.
- (b) On any sidewalk where there is an adjacent, parallel roadway or bicycle path. Such sidewalk need not be posted.
- (c) On any ramp established for the use of persons with disabilities.
- (d) On any landscaped area. For the purpose of this section, a landscaped area shall be

defined as any unpaved area that has been planted with grass, trees, or shrubbery or which has been graded or improved for purposes other than use by vehicular traffic including undeveloped fields and agricultural areas.

- (e) On any pedestrian corridor.
- (f) In any building on campus.

**5.6 Riding on a Bicycle.** Any person operating a bicycle shall not:

- (a) Ride other than on a permanent and regular seat attached to the bicycle.
- (b) Allow a person riding as a passenger, and no person will ride as a passenger, on a bicycle other than on a separate seat attached to the bicycle. If the passenger is four years of age or younger, or weighs 40 pounds or less, the seat will have adequate provision for retaining the passenger in place and for protecting the passenger from the moving parts of the bicycle.
- (c) A person riding upon any coaster, roller skates, skateboard, sled, or toy vehicle may not attach it or them or himself to a bicycle.

**5.7 Carrying Articles.** No person operating a bicycle shall carry any package, bundle or article which prevents the operator from keeping at least one hand upon the handlebars.

## **6.0 Impounding of Bicycles with Altered Serial Numbers.**

The Department of Public Safety is authorized to impound any bicycle with an altered, mutilated, defaced or otherwise removed serial number and remove it to an area designated for storage. Any bicycle impounded shall be held until ownership can be determined and may be retained by the Public Safety Department if no owner can be identified or contacted.

Unclaimed bicycles that have been impounded under this section shall be held for a minimum of 90 days at which time the owners shall be presumed to have relinquished their legal title.

Bicycles with altered, mutilated, defaced or otherwise removed serial numbers shall be destroyed and shall not be sold at auction pursuant to Section 3.3 of this policy.

## **7.0 Issuance of Warnings.**

Nothing contained herein is intended to prevent the Director of Public Safety from establishing a warning system for violations of any section of this policy.