



Memorandum

Departments of Public Safety & Facilities Management

To: All departments, vendors, and contractors at Rowan University

From: Timothy D. Michener, Assistant Vice President for Public Safety
Joseph J. Orlins, Assistant Vice President for Facilities

Date: 24 September 2008

Re: Operation and parking of vehicles on campus sidewalks

Effective immediately, all vehicles are prohibited from operating on campus sidewalks, walkways and grassed areas. The only exceptions are for emergency vehicles during the course of an emergency, maintenance vehicles during snow and/or trash removal activities, or at the direction of a police supervisor. Extraordinary situations for non-emergency vehicles require prior written approval from Rowan University's Department of Public Safety.

Parking of vehicles on sidewalks is prohibited by state law. However, a police officer may direct the operator of a vehicle to park on a sidewalk for a limited period of time. Under extraordinary situations (e.g. a construction contractor doing work on a building), the Department of Public Safety will issue a temporary 'off-road usage' permit that must be displayed in the window of the vehicle for a predetermined period of time.

Unlicensed vehicles (e.g. Segways, bicycles, golf carts, gator-type vehicles, lawn mowers, tractors, and snow removal equipment) may operate on sidewalks provided they do so with regard to pedestrian safety. Vehicles with appropriate wheels (e.g. golf carts, gator-type vehicles) may operate on grassed areas if needed.

Summons issued for violations are the responsibility of the operator of the vehicle.

By order of:

Timothy D. Michener
AVP Public Safety
Rowan University

Joseph J. Orlins
AVP Facilities Management
Rowan University