

MICHIGAN STATE UNIVERSITY

BOARD OF TRUSTEES

ORDINANCES



MICHIGAN STATE
U N I V E R S I T Y

January 16, 1996

MEMORANDUM

To: Deans, Directors, and Chairpersons

From: Nancy H. Pogel, Ph.D. *NHP*
Secretary of the Board of Trustees and
Executive Assistant to the President

Subject: University Ordinances

The office of the Secretary of the Board of Trustees is responsible for maintenance of the **Michigan State University Ordinances**. Several changes to the Ordinances have been approved by the Board of Trustees since the last printing in 1992. An updated version is enclosed for your use.

The format of this reprinting will readily permit the incorporation of future amendments and additions as they occur. The Ordinances are also being made available on MSU Gopher.

Please become familiar with the newest version of the Ordinances and share this information with appropriate people in your units. Questions regarding Ordinances should be directed to me or to Carol Pride at 353-4647.



**SECRETARY OF THE
BOARD OF TRUSTEES**

450 Administration Building
East Lansing, Michigan
48824-1046

517/353-4647
FAX: 517/355-4670

NHP/cp
Enclosure

**CERTIFICATION OF THE
MICHIGAN STATE UNIVERSITY
ORDINANCES**

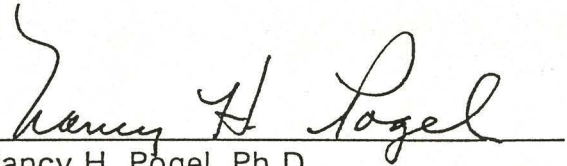
I hereby certify that the attached ordinances, to provide regulations and control of the use of streets, highways, and property within the campus of Michigan State University for the benefit and protection of its property and the conducting of University business, were approved by the Board of Trustees at a meeting in East Lansing, Michigan, on July 24, 1964.

The ordinances have since been amended at meetings held in East Lansing, Michigan at which quorums were present and voted on the following dates:

September 21, 1967; June 14, 1968; May 16, 1969; April 17, 1970;
February 25, 1972; April 20, 1973; August 22, 1973; February 25, 1977;
July 27, 1979; May 21, 1981; July 22, 1982; June 6, 1986; December 11, 1987;
June 8, 1990; October 12, 1990, December 10, 1994; April 14, 1995;
October 13, 1995.

Reprinted: January 1992, and October 1995.

The ordinances are recorded in the minutes of the Board of Trustees and are still in force and effect.

A handwritten signature in cursive script, reading "Nancy H. Pogel", written over a horizontal line.

Nancy H. Pogel, Ph.D.

Secretary of the Board of Trustees
October 1995

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An act to revise and supplement those Ordinances previously enacted and codified by the Board of Trustees of Michigan State University relating to the conduct and security of persons within its lands, the protection of its property, and the conduct of University business, pursuant to authority conferred by the Constitution and laws of the State of Michigan.

1.00 STATEMENT OF PURPOSE

1.01 Objective of Ordinances

- .01 It appearing to the Board of Trustees of Michigan State University that provisions for the care, preservation, and protection of the property governed by the Board, and for the security and well being of persons on said property, are essential to promote the University's successful operation, to maintain good order, and to ensure against undue interference with the lawful activities of persons coming upon land governed by the Board, the Board hereby adopts these ordinances.

Enacted: September 15, 1964
Amended: December 10, 1994

2.00 EFFECTIVENESS OF ORDINANCES

- 2.01 Effective date**
- 2.02 Previous Ordinances abolished**
- 2.03 Exceptions to Ordinances**
- 2.04 Exceptions for student publications**

- .01** These ordinances shall be effective at 12:00 noon, December 10, 1994.
- .02** All previously enacted ordinances are declared null and void, except insofar as the same are reenacted herein.
- .03** Exceptions to sections 13.00, 21.00, 24.00, 27.00, 28.00, and 39.00 of these ordinances must be made by written authorization of the Office of the Secretary of the Board of Trustees, or the Police Chief and Director of the Department of Police and Public Safety, as appropriate. Consideration of requests for such exceptions shall be according to criteria prepared by the Secretary and, upon review by the Vice President for Legal Affairs, approval by the Board.
- .04** The provisions of these ordinances shall not apply to the sale or distribution of student publications except that the method of distribution shall not interfere with normal university functions.

Enacted: September 15, 1964
Amended: May 21, 1981
December 10, 1994

3.00 AUTHORITY OF BOARD OF TRUSTEES

3.01 Source of authority

- .01 The Board of Trustees of Michigan State University enacts these ordinances pursuant to and in accordance with its authority and responsibility as provided in the Michigan Constitution of 1963 and applicable law.

Enacted: September 15, 1964

Reprinted: July, 1979

Amended: December 10, 1994

4.00 DESIGNATION OF ENFORCEMENT POWERS

- 4.01 Police Chief and Director of Police and Public Safety to enforce**
- 4.02 Police Chief and Director of Police and Public Safety to appoint subordinates**
- 4.03 Property outside of East Lansing area**

- .01** The Board of Trustees entrusts the Police Chief and Director of the Department of Police and Public Safety, (hereafter referred to as Police Chief and Director of Public Safety) and subordinate officers whom he or she appoints, with responsibility for enforcing these ordinances.
- .02** The Board may vest appropriate local officials with authority to enforce some or all of these ordinances.
- .03** The jurisdiction of police officers to whom the powers and authority of peace and police officers are granted under section 1 shall include all property owned or leased by the Board of Trustees, or otherwise subject to the Board's rightful exercise of dominion, wherever situated in the state, and this jurisdiction shall extend to any public right of way traversing or immediately contiguous to such property. Such jurisdiction may be extended insofar as is permitted by state law and authorized by the Board.

Enacted: September 15, 1964

Amended: December 10, 1994

5.00 DUTIES OF POLICE OFFICERS**5.01 Duties****5.02 Police Chief and Director of Public Safety restricting access to property**

- .01 The Police Chief and Director of the Department of Police and Public Safety and his or her subordinate police officers shall: apprehend and arrest any person in violation of any provision of these ordinances and shall make complaint against such violator before any judge or judicial officer having jurisdiction; shall restrict access to any area to secure the protection of an individual, crime scene, or the public; is empowered to delegate to any citizen or peace officer authority to enforce any provision(s) of these ordinances when the citizen or peace officer is acting in conjunction with the police officer; may eject from property governed by the Board any person lacking lawful right to be present on said property; shall take into custody any property which appears to be lost, stolen or abandoned; shall cause to be towed and/or impounded any motor vehicle and/or bicycle parked contrary to the provisions of these ordinances when the vehicle or bicycle is causing damage or constitutes a hazard, is parked upon a lawn or crop area, is obstructing convenient movement of the public or University operations, or is in violation of the provisions of these ordinances or state law; shall take into protective custody any person present upon property governed by the Board who appears to be mentally disturbed, or otherwise incapacitated, until such person may be placed into the care of appropriate health professionals; shall take into custody any domestic animal found running loose upon property governed by the Board until the animal can be returned to its owner or placed in the custody of an animal shelter; is authorized to destroy any domestic animal running loose on property governed by the Board which is deemed to pose a threat of danger to the safety or well being of the public and if unable to capture the animal; shall apprehend and arrest any person who, without proper authority, obstructs or interferes with the free movement of any other person lawfully present on property governed by the Board; shall diligently secure respect for the civil rights of all persons lawfully property in connection with the occurrence of any event or activity held on property governed by the Board.
- .02 The Police Chief and Director of Public Safety, and his or her subordinates, are authorized to temporarily restrict access to and use of University property, or portions of such property, as is deemed necessary or desirable for the convenient and efficient conduct of University affairs or activities, and any such restrictions shall be made known by use of signs, barricades, announcements, postings or other means deemed appropriate under the circumstances.

Enacted: September 15, 1964
Reprinted: May 16, 1969
Amended: December 10, 1994

6.00 PENALTIES**6.01 Misdemeanor****6.02 Civil infraction**

- .01 Whosoever shall refuse or fail to conform to the provisions of these ordinances shall be deemed guilty of a misdemeanor, and upon conviction thereof may be fined and/or imprisoned in the county jail of the county wherein the offense was committed, for not more than 93 days and/or a 100 (one hundred) dollar fine.
- .02 Whosoever shall refuse or fail to conform to ordinances the violation of which constitutes a civil infraction, as denoted by an asterisk (*) shall be subject to civil sanctions as provided by law.

Enacted: September 15, 1964

Amended: December 10, 1994

April 14, 1995

7.00 POSTING OF ORDINANCES**7.01 Requirements for posting**

- .01 Copies of these ordinances, including all amendments, shall be maintained by the Secretary of the Board of Trustees, the Police Chief and Director of Public Safety and the Vice President for Student Affairs and Services, and shall be made available for review upon request.

Enacted: September 15, 1964

Amended: December 10, 1994

8.00 DEFINITIONS

- 8.01 The Board**
- 8.02 Act 80**
- 8.03 Police Officer**
- 8.04 Singular and plural synonyms**
- 8.05 Person and accused**
- 8.06 Act includes omission**
- 8.07 Property**
- 8.08 Writing and written**
- 8.09 Campus**
- 8.10 Civil infraction**

- .01 The term "the Board" shall be considered synonymous with "The Board of Trustees of Michigan State University."
- .02 The term "Act 80" shall refer only to State of Michigan Public Act 80 of 1905, as amended.
- .03 The term "Police Officer" shall include all ranks within the organizational framework of the Department of Police and Public Safety of Michigan State University and shall be considered synonymous with any other descriptive title normally assigned to those persons entrusted with the exercising of police powers.
- .04 The singular number, as used in this ordinance, includes the plural and the plural includes the singular.
- .05 The terms "person," "accused," and similar words include, unless a contrary intention appears, public and private corporations, co-partnerships, and unincorporated or voluntary associations.
- .06 The term "act" or "doing of an act" includes "omission to act."
- .07 The word "property" includes any matter or thing upon or in respect to which any offense may be committed.
- .08 The term "writing," "written," and any item of like import includes words or pictures printed, painted, engraved, lithographed, photographed or otherwise copied, traced, or made visible to the human eye in any manner whatsoever.
- .09 The term "campus" as used in this ordinance shall be construed to include all property wheresoever situated, owned, or held by the Board of Trustees in its capacity as the governing board of Michigan State University.

8.00 DEFINITIONS continued

- .10 "Civil infraction" means an act or omission prohibited by law which is not a crime as defined in section 5 of Act No. 328 of the Public Acts of 1931, as amended, being section 750.5 of the Michigan Compiled Laws, and for which civil sanctions may be ordered.

Enacted: September 15, 1964

Amended: December 10, 1994

9.00 AIRCRAFT**9.01 Landing of**

- .01 No person, excepting law enforcement authorities acting in the performance of their duties, shall without approval of the Police Chief and Director of Public Safety, or his or her designee, land any aircraft, or depart in any aircraft, on or from property governed by the Board of Trustees.

Enacted: September 15, 1964

Amended: December 10, 1994

April 14, 1995

10.00 BICYCLES; ILLEGAL TAKING OF

10.01 Owner's authority required

10.02 Party to unauthorized taking of

.01 No person shall take or use a bicycle without the authority of the owner.

.02 No person shall willfully or knowingly assist or be a party to the unauthorized taking of a bicycle.

Enacted: September 15, 1964

Amended: December 10, 1994

11.00 BOATING**11.01 Motor propelled boating prohibited**

- .01 No person, excepting law enforcement authorities acting in the performance of their duties, shall without the approval of the Police Chief and Director of Public Safety, or his or her designee, operate any motor boat, or other motorized watercraft, which has been brought onto land governed by the Board of Trustees for use on any body of water contiguous to or contained within property governed by the Board.

Enacted: September 15, 1964

Amended: December 10, 1994

April 14, 1995

12.00 BUILDINGS

12.01 Restricting access to or use of buildings and property

- .01 The Secretary of the Board of Trustees is empowered to establish regulations restricting or prohibiting access to and/or use of University buildings and property in order to provide for the convenient and efficient conduct of the University's affairs, and the management and protection of such buildings and property; such regulations must be posted in the affected areas.

Enacted: September 15, 1964

Amended: May 16, 1969

December 10, 1994

13.00 CAMPING**13.01 Restrictions**

- .01 Except in connection with approved University activities which require overnight occupancy at the site of the activity, no person shall camp within the confines of land governed by the Board. "Camping" means the erecting of a tent or shelter of natural or synthetic material, preparing a sleeping bag or other bedding material for use, parking of a motor vehicle, motor home, or trailer for the apparent purpose of overnight occupancy. It shall be a violation of this ordinance to camp without a permit.

Enacted: September 15, 1964
Amended: October 12, 1990
December 10, 1994

14.00 COUNTERFEITING, ALTERING AND COPYING

- 14.01 False copy**
- 14.02 Possession of false copy**
- 14.03 Unauthorized keys**

- .01** No person with intent to injure or defraud shall false make, forge, manufacture, print, reproduce, copy, tamper with, or alter, any writing, record, document, or identification used or maintained by Michigan State University.
- .02** No person shall knowingly possess, display or cause or permit to be displayed any writing, record, document, or identification form used or maintained by Michigan State University knowing the same to be fictitious, altered, forged, counterfeited, or made without proper authority.
- .03** No person without proper authority shall knowingly possess, make, or cause to be made, any key, card, or unlocking device, to operate any lock or locking mechanism used or maintained by Michigan State University.

Enacted: September 15, 1964

Amended: September 21, 1967

December 10, 1994

15.00 DISORDERLY ASSEMBLAGES OR CONDUCT

- 15.01 Unauthorized assembly**
- 15.02 Disruption of educational activities**
- 15.03 Disruption of normal campus building or area activities**
- 15.04 Public address systems or other amplification**
- 15.05 Disruption or molestation of persons, firms or agencies**
- 15.06 Enter athletic contest or exhibition**
- 15.07 Projected or dropped objects at assemblages**
- 15.08 Public event admission restrictions**
- 15.09 Enter steam tunnel, mechanical or boiler rooms**
- 15.10 Noise disturbance**

- .01 No person shall, without authorization, assemble together anywhere on the campus for the purpose of creating any excessive noise or disturbance, riot, raid, or disruption, or assemble in a manner which obstructs the free movement of persons about the campus or the free and normal use of University buildings and facilities, or prevents or obstructs the normal operations of the University.
- .02 No person shall disrupt the normal operation of any properly authorized class, laboratory, seminar, examination, field trip, or other educational activity of the University.
- .03 No person shall disrupt the normal use of any campus building or area which has been assigned or scheduled by appropriate means for educational or extracurricular activities. Included within, but not limited to the foregoing, is the use of appropriate buildings or areas for dramatic or musical presentations, lectures, athletic events, military exercises, orientation meetings, registration, commencement ceremonies, and placement activities.
- .04 No person shall use public address equipment, bullhorns, or other methods of sound amplification anywhere upon the campus except through written permit by the Secretary of the Board of Trustees.
- .05 No person shall disrupt the normal activity or molest the property of any person, firm, or agency while that person, firm, or agency is carrying out service, activity or agreement for or with the University.
- .06 No unauthorized person shall enter upon the playing area of any athletic contest or exhibition while said contest or exhibition is in progress.
- .07 No person shall project or drop any object which could cause injury, damage, or interference in the spectator or playing area during any athletic contest or exhibition.

15.00 DISORDERLY ASSEMBLAGES OR CONDUCT continued

- .08 No person shall enter or attempt to enter into any dance or social, athletic, theatrical, or other public event without a ticket of admission to such event when such tickets are required, or enter or attempt to enter contrary to any established rules or qualifications for eligibility for attendance at such events as provided by the sponsors. No person ineligible to attend such events shall loiter about the premises where such an event is being held.
- .09 No person shall enter any steam tunnel, mechanical room or boiler room unless required to do so in the proper performance of assigned University duties.
- .10 No person shall make, or continue, cause or permit to be made, orally or by use of any device, any unnecessary noise disturbance. Noncommercial public speaking and public assembly activities conducted on any public space or public right of way shall be exempt from this section, except as otherwise provided herein.

The following acts, and the causing thereof, are hereby declared to be violations of this section:

Sound Production and Reproduction System. The playing, using or operating, or permitting the playing, using or operating, of any television or radio receiving set, musical instrument, or other machine or device for producing, reproducing or amplifying sound, in such a manner as to create a noise disturbance, or at any time with a louder volume than is reasonably necessary for convenient hearing for the person(s) present in the room, vehicle or other place in which such instrument, machine, set or device is operated and who are voluntary listeners thereto. The operation of any such television or radio receiving set, instrument, machine or device between 11:00 p.m. and 7:00 a.m. of the following day in such a manner as to be plainly audible at a distance of seventy-five feet from the building, structure, vehicle or other place in which it is located shall be prima facie evidence of a violation of this section. This subsection shall not apply to noncommercial speech.

Enacted: September 15, 1964
Amended: April 20, 1973
December 10, 1994

16.00 DUMPING**16.01 Prohibited****16.02* Maintenance or repair of vehicles prohibited; emergency repair**

- .01 No person shall bring refuse of any kind upon property governed by the Board of Trustees, nor deposit, dump, or otherwise dispose of such refuse on property governed by the Board.
- .02* No person shall grease or repair a vehicle, except as necessitated by an emergency, upon property governed by the Board.

Enacted: September 15, 1964
Amended: September 1, 1986
December 10, 1994

**Denotes Civil Infraction*

17.00 EXAMINATIONS**17.01 Unauthorized attainment of****17.02 Unauthorized transfer of****17.03 Prima facie evidence**

- .01 No person shall procure in any unauthorized manner any examination question or answer related to any course of study offered at Michigan State University, regardless of the form or format in which such question or answer may originally have been maintained.
- .02 No person shall furnish to any unauthorized person any examination question or answer related to any course of study offered at Michigan State University, regardless of the form or format in which such question or answer may originally have been maintained.
- .03 The unauthorized possession of any of the aforesaid examination documents shall be considered prima facie evidence of an attempt to violate the provisions of this section.

Enacted: September 15, 1964
Amended: December 10, 1994
April 14, 1995

18.00 FIREARMS OR WEAPONS**18.01 Possession prohibited; exceptions****18.02 Use of chemicals prohibited****18.03 Use prohibited; exceptions****18.04 Not applicable to police officers**

- .01 No person shall possess any firearm or weapon anywhere upon property governed by the Board. Persons residing on property governed by the Board shall store any and all firearms and weapons with the Department of Police and Public Safety.
- .02 No person shall possess any chemical, or other dangerous substance or compound, with the intent of using the same to injure, molest, or coerce another, anywhere upon property governed by the Board.
- .03 The use of any firearm or weapon is prohibited upon property governed by the Board except those areas specifically set aside and supervised at range facilities, or as part of the regular education process, or as outlined in Ordinance 37.02 and its subsections.
- .04 This ordinance shall not apply to Police Officers and other legally established law enforcement officers.

Enacted: September 15, 1964

Amended: December 11, 1987

December 10, 1994

April 14, 1995

19.00 FIRES

19.01 Setting fires

- .01 Except in connection with approved University activities and authorized University operations, no person shall set a fire upon property governed by the Board, except in approved stoves, or in grills in designated picnic areas. It shall be a violation of this Ordinance to set a fire upon property governed by the Board which is not approved, as provided.

Enacted: September 15, 1964

Amended: December 10, 1994

20.00 CURFEW**20.01 Minors under 17 years of age****20.02 Assisting, aiding, or abetting minors**

- .01 No person who is 16 years of age or younger shall be in or upon any public building, or within the confines of Michigan State University between the hours of 10 p.m. and 7 a.m. unless accompanied by a parent or guardian, or person authorized by such parent or guardian, or unless the minor is upon an errand or other legitimate business directed by his or her parent or guardian.
- .02 Any person of the age of 17 years or over assisting, aiding, abetting, allowing, permitting, or encouraging any child under the age of 17 years to violate the provisions of Section 20.01 shall be in violation of this Ordinance.

Enacted: September 15, 1964
Amended: August 22, 1973
December 10, 1994

21.00 ALCOHOLIC BEVERAGES**21.01 Use or possession permitted****21.02* Use or possession prohibited****21.03 Use prohibited in public areas of campus buildings**

- .01 The use or possession of alcoholic beverages, including beer and wine, subject to state law, is permissible in housing facilities (rooms, suites and apartments) assigned by Michigan State University.
- .02* The use or possession of alcoholic beverages is prohibited in classrooms, lecture halls, laboratories, the libraries, the chapel, and within buildings or arenas where athletic events, lectures and concerts are held.
- .03 The use of alcoholic beverages is prohibited in all public areas of campus buildings except with respect to events or occasions where such is approved or authorized by the Secretary of the Board of Trustees, pursuant to express criteria which have been prepared by the Secretary and reviewed by the Office of the General Counsel.

Enacted: September 15, 1964

Amended: April 17, 1970

December 10, 1994

April 14, 1995

**Denotes Civil Infraction*

22.00 HARASSMENT**22.01 Designated prohibitions**

- .01 No person shall accost, molest, or harass any person upon the lands governed by the Board.

Enacted: September 15, 1964

Amended: May 16, 1969

December 10, 1994

23.00 ANIMALS

- 23.01 Leash required**
- 23.02 Prohibited in buildings**
- 23.03 Prohibited in buses**
- 23.04 Prohibited from posted areas**
- 23.05 Exceptions**
 - 23.051 Seeing eye animals**
 - 23.052 Veterinary medical treatment**
 - 23.053 Transported animals**
 - 23.054 Sponsored events**
 - 23.055 Prior authorization for student events**
 - 23.056 Police exception**

- .01 No person owning or being responsible for an animal brought upon property governed by the Board shall do so without securing the animal by appropriate use of a leash.**
- .02 No person shall bring any animal into any University building.**
- .03 No person shall bring any animal onto a University bus.**
- .04 No person shall bring any animal into any University area, such as the Beal Botanical Garden or the Horticulture Gardens, posted to prohibit the presence of animals.**
- .05 Exceptions to the above provisions shall include:**
 - .051 Animals used to assist persons due to vision and/or hearing impairments**
 - .052 Animals brought for treatment to the Veterinary Medical facilities or for University sponsored research**
 - .053 Animals being transported and which remain inside a vehicle**
 - .054 Animals brought to animal related University sponsored events**
 - .055 Animals brought to animal related events sponsored by registered student organizations which have received prior authorization from the Office of the Secretary of the Board of Trustees.**
 - .056 Animals subject to the control of any police officer during the course of the police officer's duties.**

Enacted: September 15, 1964
Amended: February 25, 1972
December 10, 1994

24.00 PLANT MATERIALS**24.01 Injury or removal****24.02 Plant samples for teaching and research**

- .01 No person shall break or cut branches or flowers or fruit, or otherwise damage or mutilate any tree, shrub, herbaceous plant, or flower upon property governed by the Board of Trustees, or remove from the same any identification tag or sign.
- .02 Plant samples for teaching and research may be collected from University property in Ingham County with a permit issued by the Secretary of the Board of Trustees or his or her designee.

Enacted: September 15, 1964

Amended: December 10, 1994

April 14, 1995

25.00 PROPERTY: LOST, FOUND, STOLEN, OR ABANDONED

- 25.01 Disposition of lost, stolen, or abandoned property**
- 25.02 Disposition on proof of ownership**
- 25.03 Disposition by public auction**
- 25.04* Mobile home, trailer, and boat storage prohibited**

- .01** It shall be the duty of the Police Chief and Director of Public Safety of Michigan State University to maintain an accounting of all monies, goods, wares and merchandise deposited in his or her office as lost or abandoned property which has been found within the campus of said institution. On the first Monday in the months of January, April, July, and October in each year, or more often as necessary, said Police Chief and Director of Public Safety shall cause a notice of all such property as shall remain unclaimed to be posted in four conspicuous places on said campus for three successive weeks to all persons interested or claiming such property: provided, however, that if any of such goods, wares, merchandise or chattels shall be of a perishable nature or expensive to keep, then it shall be lawful for said Police Chief and Director of Public Safety to sell the same at public auction at such time and after such notice as the Director and the Board deem proper.
- .02** It shall be the duty of the Police Chief and Director of Public Safety, on receiving satisfactory proof of ownership, to deliver such property to the owner on payment of all necessary and reasonable expenses which may have been incurred in the recovering, preservation, or sustenance of such property and the expense of advertising the same unless the Office of the General Counsel or the Prosecuting Attorney of the County of Ingham shall otherwise direct.
- .03** It shall be the duty of the Police Chief and Director of Public Safety to cause all property unclaimed after the expiration of the notice specified in Section 1, money excepted, to be sold at public auction to the highest bidder or through normal sales procedures established by the University salvage yard, unless the Prosecuting Attorney of the County of Ingham shall direct that it shall remain unsold for a longer period to be used as evidence in the administration of justice; and the proceeds shall be paid to the University's Business Office together with all money, if any, which shall remain in the Police Chief and Director's hands, first deducting actual charges of said sale.
- .04*** No person shall store mobile homes, trailers, boats, or similar property in other than areas designated and posted for such purposes.

Enacted: September 15, 1964
Amended: September 1, 1986
December 10, 1994

**Denotes Civil Infraction*

26.00 PROPERTY REMOVAL**26.01 Removal prohibited****26.02 Unauthorized inter-department removal****26.03 Use for other than University business prohibited**

- .01 Except as stated in 26.02, no person shall remove any property from lands or buildings governed by the Board of Trustees of Michigan State University. Such property shall include books, films, documents, maps, charts, computer software, data, soil, plant material, construction materials, tools, vehicles, refuse or any other material having value or not that is owned by, or subject to the dominion or control of, the Board.
- .02 No person shall take, remove, or otherwise exercise dominion over property, including data or other intellectual property, that is subject to the Board's control or dominion without approval or authority.
- .03 The use of University equipment or other property for other than University business is prohibited.

Enacted: September 15, 1964

Amended: December 10, 1994

April 14, 1995

27.00 SELLING AND ADVERTISING**27.01* Unauthorized sales and solicitations prohibited****27.02 Signs, posters, and handbills prohibited**

- .01* No person or entity may sell or solicit sales of items or services, or solicit contributions, on University premises without an authorized written permit, which permit must be promptly exhibited to any requesting University representative.

Authority to set standards for and to grant permits is vested in the Secretary of the Board of Trustees. The Secretary may prohibit sales and solicitations or regulate the time, place and manner of sales and solicitations, as to all University properties or as to specified areas or facilities. The Secretary may designate other University administrators to grant permits for specified areas or facilities in accordance with established standards.

- .02 No person shall erect or otherwise display, except on his or her personal property, any sign or poster or distribute handbills upon property governed by the Board which advertises or otherwise calls attention to any commercial product, service or activity.

Enacted: September 15, 1964

Amended: September 1, 1986
June 14, 1996

**Denotes Civil Infraction*

28.00 SIGNS AND STRUCTURES**28.01 Signs****28.011 Erection or display of prohibited; exception****28.012 Efface, alter, destroy or removal of****28.013 Attachment of****28.02 Structures - Erection and Maintenance of****28.021 Erection prohibited; exception****28.022 Authorized permits for specific purposes****28.023 Denial****28.024 Authority to suspend or revoke****28.025 Time restrictions****28.026 Liability****28.027 Violations punishable by law****28.01 Signs**

.011 No person shall erect or otherwise display, in a public area of property governed by the Board, any sign or poster that advertises or otherwise calls attention to a person or activity, except on bulletin boards provided by Michigan State University.

.012 No person shall efface, alter, tamper with, destroy or remove any sign or inscription on any property governed by the Board.

.013 It shall be unlawful for any person to attach any sign or poster to any property other than a bulletin board governed by said Board.

28.02 Structures - Erection and Maintenance of

.021 No person shall construct or otherwise erect or maintain any structure anywhere within the confines of property governed by the Board unless a permit has been granted by the Secretary of the Board of Trustees or his/her designee. It shall be a violation of this ordinance to construct, erect or maintain any structure without a permit.

.022 Areas may be designated by University regulations and/or administrative rulings for the erection and/or maintenance of structures relating to authorized activities taking place on campus and for the erection and/or maintenance of symbolic structures representing constitutionally protected expression. Reasonable time, place and manner regulations which are consistent with preservation of the campus landscape and environment, protection of university activities, and protection of the health and safety of all users of the area may be enacted by University units and incorporated into permits. No person shall violate the terms and conditions of a permit.

28.00 SIGNS AND STRUCTURES continued**28.02 Structures - Erection and Maintenance of continued**

- .023 Permits shall be denied if: (a) it reasonably appears that granting the permit will result in interference with public health and/or public safety, (b) it reasonably appears that granting the permit will result in unreasonable interference with the operations or use of University buildings or grounds, and/or (c) the structure cannot reasonably be accommodated in the particular location considering such things as the number of structures the area can reasonably accommodate, the number of applications which are pending for use of the area and interference or impairment of the use of the area or surrounding area for normal university activities.
- .024 A permit may be suspended or revoked under any of the conditions as listed in subsection .023 that constitute grounds for denial of a permit, or for violation of the terms and conditions of the permit. Such a revocation shall be made in writing, with the reasons for revocation set forth, except under emergency circumstances, when an immediate verbal revocation and suspension may be made to be followed by written confirmation within 72 hours.
- .025 No permit shall be issued for a period in excess of 14 days, although pursuant to procedures established by the University, permits may be renewed for additional periods of 14 days if the reason for issuing the permit still exists, there has been no breach of the terms of the permit, the number of applicants who can be accommodated in the area is not exceeded, and/or there are no other applicants waiting to use the area.
- .026 Any structure which is erected or maintained in violation of subsection .021 or in violation of any permit granted under subsection .022 may be impounded by the University. The person who erected the structure and/or directed that the structure be erected is responsible and liable to the University for the costs of removal, storage, or other disposition of property. Property impounded pursuant to this subsection shall be deemed to be abandoned and may be disposed of by the University if not claimed by the owner or an authorized representative thereof within 30 days. The 30 days shall begin to run when the rightful owner of the property has been notified, if the owner can be identified, or from the time the property was placed in the University's custody, if the owner cannot be identified.

28.00 SIGNS AND STRUCTURES continued**28.02 Structures - Erection and Maintenance of continued**

.027 A person who violates subsection .021 of this ordinance shall be guilty of a misdemeanor and shall be punished as provided by law. A person who violates subsection .022 of this ordinance and who has no prior violations is responsible for a civil infraction and is liable for a civil fine of \$100. A person who violates subsection .022 of this ordinance and who has a prior violation under this section shall be guilty of a misdemeanor and shall be punished as provided by law.

Enacted: September 15, 1964
Amended: November 12, 1990
December 10, 1994
April 14, 1995

29.00 SMOKING

29.01* Prohibited Areas

29.02* Prohibit Sale of Tobacco Products

29.03* Ordinance Applicable to Facilities and Vehicles

.01* No person shall smoke in any closed space, regardless of location, except specifically designated private residential space and hotel rooms. Smoking will not be permitted near exits and entrances of buildings, except at a reasonable distance or unless otherwise designated.

.02* Cigarettes and other tobacco products may not be sold on university grounds.

.03* This smoke-free Ordinance applies to all Michigan State University facilities and vehicles, owned or leased.

Enacted: September 15, 1964

Amended: May 16, 1969

December 10, 1994

October 13, 1995

**Denotes Civil Infraction*

30.00 TELEPHONES, ELECTRONIC COMMUNICATIONS AND COMPUTER EQUIPMENT**30.01 Harassing calls prohibited****30.02 Threatening, obscene language prohibited****30.03 Prank or joke calls prohibited**

- .01 No person shall telephone any other person repeatedly for the purpose of harassing such other person or his or her cohabitants, whether or not conversation ensues.
- .02 No person shall, with malicious intent, use threatening, vulgar, indecent, or obscene language over any telephone instrument, electronic communication equipment or computer equipment.
- .03 No person shall summon, as a joke or prank or otherwise, and without good reason, by telephone or otherwise, the police or the fire department or any public or private ambulance to go to any location where the requested service is not needed.

Enacted: September 15, 1964

Amended: May 16, 1969

December 10, 1994

31.00 PARKING

- 31.01*** Wheels parallel and 12 inches from right curb
- 31.02*** Angle parking; obedience to signs or markings
- 31.03*** Unattended motor vehicles; keys
- 31.04*** Parking not to obstruct traffic
- 31.05*** Starting from parked position; signal and yield required
- 31.06*** Angle position; yield required
- 31.07*** Prohibitions (no signs required)
 - 31.071*** On a sidewalk
 - 31.072*** Front of public or private driveway
 - 31.073*** Within an intersection
 - 31.074*** Within 15 feet of a fire hydrant
 - 31.075*** On crosswalk
 - 31.076*** Within 20 feet of crosswalk
 - 31.077*** Within 30 feet of traffic-control device
 - 31.078*** Between safety zone and adjacent curb
 - 31.079*** Within 50 feet of railroad crossing
 - 31.0710*** Within 20 feet of entrance to fire station; 75 feet on side of street opposite entrance
 - 31.0711*** Alongside street excavation or obstruction
 - 31.0712*** On highway side of vehicle parked at curb
 - 31.0713*** Upon bridge or elevated structure upon highway
 - 31.0714*** Within 200 feet of an accident
 - 31.0715*** In front of theater or place of public assemblage
 - 31.0716*** Blocking marked emergency exits of buildings
 - 31.0717*** Blocking marked fire escapes of buildings
- 31.08*** Drive or park on grass, over curb, beyond highway width or off shoulder
- 31.09*** Prohibitions (signs required); exceptions
- 31.10*** Metered parking zones
 - 31.101*** Vehicle not to be parked longer than indicated time; Sundays and legal holidays excepted; governmental vehicle excepted
 - 31.102*** Vehicle to be parked within marked space
- 31.11** Areas controlled by parking gates to be used by instructions on gate
- 31.12** Vehicle to be driven through parking gates only in manner posted at entrance
- 31.13** Vehicle not to enter lot through exit gate or leave lot through entrance gate
- 31.14** Parking gate to be operated in a prescribed manner
- 31.15*** Loading and unloading
 - 31.151*** Standing, stopping or parking in passenger loading zone; conditions
 - 31.152*** Standing, stopping or parking in freight loading zone; conditions
 - 31.153*** Vehicle temporarily stopped to load or unload passengers; conditions

**Denotes Civil Infraction*

31.00 PARKING continued

- 31.16*** Stopping, standing or parking of buses and taxicabs regulated
- 31.17*** Restricted use of bus and taxicab stands; exceptions
- 31.18** Prima facie evidence of parking violators; license plates
- 31.19*** No parking tow away zones
- 31.20*** Opening doors of vehicles
- 31.21** Schedule of fines
- 31.22** Violations Bureau
- 31.23** Accounting required
- 31.24** Authority to accept payment; additional penalty
- 31.25** Restrictions for handicapper parking
- 31.26*** Storage for more than 48 hours

- .01 *** Except as otherwise provided in this section, every vehicle stopped or parked upon a highway shall be so stopped or parked with the wheels of such vehicle parallel to the roadway and within 12 inches of any existing right-hand curb.
- .02 *** Upon those streets or in those parking lots which have been signed or marked by the Traffic Engineer or the Police Chief and Director of Police and Public Safety for angle parking, no person shall stop, stand or park a vehicle other than at the angle to the curb or edge of the roadway indicated by such signs or markings, and no person shall stop, stand or park a vehicle except completely within such pavement markings as may exist.
- .03 *** No person having control or charge of a motor vehicle shall allow such vehicle to stand on any highway or in any parking lot unattended without first effectively setting the brakes thereon and stopping the motor of said vehicle and when standing upon any grade without turning the front wheels of such vehicle to the curb or side of highway; nor shall any person leave any motor vehicle unattended upon any street or in any parking lot without removing the keys from the ignition of said vehicle.
- .04 *** No persons shall park any vehicle upon a street or in any parking lot in such a manner as to block or prevent another vehicle from exiting a parking space or under such conditions as to leave available insufficient width of roadway for free movement of vehicular traffic or so as to require vehicles operating upon the roadway to leave their assigned traffic lane in order to pass such parked vehicle.
- .05 *** A vehicle starting from a parked position shall give moving vehicles the right-of-way and the operator of such vehicle shall give a timely and visible warning signal before so starting.

**Denotes Civil Infraction*

31.00 PARKING continued

- .06* A vehicle parked at an angle to the curb and about to start shall give moving vehicles the right-of-way and the operator thereof shall not back such vehicle from the curb into the moving lane of traffic unless such maneuver can be made in safety and without conflict with moving vehicles, and shall not back such vehicle to cause other traffic to yield right-of-way to avoid a collision.
- .07* Prohibitions (no signs required): No person shall stop or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with the law or the directions of a police officer or traffic-control device, in any of the following places:
 - .071* On a sidewalk;
 - .072* In front of a public or private driveway;
 - .073* Within an intersection;
 - .074* Within 15 feet of a fire hydrant;
 - .075* On a crosswalk;
 - .076* Within 20 feet of a crosswalk, or if none, then within 15 feet of the intersection of property lines at an intersection of highways;
 - .077* Within 30 feet upon the approach to any flashing beacon, stop sign, yield right-of-way sign, or traffic-control signal located at the side of the highway or roadway;
 - .078* Between a safety zone and the adjacent curb or within 30 feet of points on the curb immediately opposite the ends of a safety zone, unless a different length is indicated by signs or markings;
 - .079* Within 50 feet of the nearest rail or a railroad crossing;
 - .0710* Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of said entrance when properly signposted;
 - .0711* Alongside or opposite any street excavation or obstruction when such stopping, standing or parking would obstruct traffic;
 - .0712* On the highway side of any vehicle stopped or parked at the edge or curb of a street;

**Denotes Civil Infraction*

31.00 PARKING continued

- .0713* Upon any bridge or other elevated structure upon a highway or within a highway tunnel;
- .0714* Within 200 feet of an accident at which police officers are in attendance;
- .0715* In front of any theater;
- .0716* In any place or in any manner so as to block immediate egress from any emergency exit or exits conspicuously marked as such on buildings;
- .0717* In any place or in any manner so as to block or hamper the immediate egress from any fire escape conspicuously marked as such providing an emergency means of egress from any building.
- .08* No person shall drive a motor vehicle or park such vehicle upon the grass or over a curb or beyond the designated highway width or off the shoulder of a highway unless otherwise directed to do so by a police officer.
- .09* Prohibitions and restrictions (signs required): No person shall stop, stand or park a vehicle, except when necessary to avoid conflict with traffic or in compliance with law or the direction of a police officer, in violation of any legally established parking restriction or prohibition, provided that signs stating such restrictions or prohibitions are duly posted in accordance with this ordinance.
- .10* Metered parking zones:
 - .101* When parking meters are erected adjacent to a space marked for parking, such space shall be a metered parking zone and no person shall stop a vehicle in any such zone for a period of time longer than designated on said parking meters upon the deposit of a coin of the United States currency of the denomination designated on said meters, except government-owned vehicles shall be exempt from the payment of the meter fee.
 - .102* Every vehicle shall be parked wholly within the metered parking space for which the meter shows parking privilege has been granted.
- .11 When parking gates are installed to restrict use of a parking area or parking lot, no person shall use such area without depositing the coin of United States currency of the denomination designated on said parking gates and according to the operating instructions designated on the parking gate.

**Denotes Civil Infraction*

31.00 PARKING continued

- .12 No person shall drive or attempt to drive a vehicle through parking lot entrances or exits controlled by parking gates except in the manner posted and indicated by the nature of the operation of the parking gate.
- .13 No person shall drive or attempt to drive a vehicle into a parking lot through the "exit" side of the parking gate or drive a vehicle from a parking lot through the "entrance" side of the parking gate unless directed to do so by a police officer.
- .14 No person shall by any means whatsoever cause or attempt to cause the mechanisms of a parking gate to operate unless that person shall be driving a vehicle through a parking lot entrance controlled by that parking gate and then shall cause the mechanism to operate in only its normal and intended manner and as provided elsewhere in this section.
- .15* Loading and unloading only:
 - .151* Standing in passenger loading zone: No person shall stop, stand or park a vehicle for any purpose or period of time except for the expeditious loading or unloading of passengers in any place marked as a passenger loading zone during hours when the regulations applicable to such passenger loading zone are effective and then only for a period not to exceed 5 minutes;
 - .152* No person shall stop, stand or park a vehicle for any purpose or length of time not to exceed 10 minutes other than for the expeditious unloading and delivery or pick up and loading of materials in any place marked as a loading zone during hours when the provisions applicable to such zones are in effect;
 - .153* The driver of a vehicle may stop temporarily at a place marked as a loading zone for the purpose of and while actually engaged in loading or unloading passengers, when such stopping does not interfere with any motor vehicle used for the transportation of materials which is waiting to enter or about to enter such zone.
- .16* The operator of a bus or taxicab shall not stop, stand or park upon any street in any business district at any place other than at a bus stop or taxicab stand, respectively, except that this provision shall not prevent the operator of any such vehicle from temporarily stopping in accordance with other stopping, standing or parking regulations at any place for the purpose of and while engaged in the expeditious unloading or loading of passengers.

*Denotes Civil Infraction

31.00 PARKING continued

- .17*** No person shall stop, stand or park a vehicle other than a bus in a bus stop or other than a taxicab in a taxicab stand when such stop or stand has been officially designated and appropriately signed, except that the driver of a passenger vehicle may temporarily stop therein for the purpose of and while actually engaged in the expeditious loading or unloading of passengers when such stopping does not interfere with any bus or taxicab waiting to enter or about to enter such zone.
- .18** In any proceeding for violation of the parking provisions of this ordinance, the registration plate and/or University permit displayed on such motor vehicle shall constitute in evidence a prima facie presumption that the owner of such motor vehicle was the person who parked or placed such motor vehicle at the point where such violation occurred.
- .19*** The Traffic Engineer or the Police Chief and Director of Police and Public Safety may establish temporary or permanent "No Parking" zones in which, by posting of "Tow-Away Zone" signs, vehicles parking in violation may be towed away and impounded.
- .20*** No person shall open the door of a motor vehicle on the side adjacent to moving traffic unless and until it is reasonably safe to do so, nor shall any person leave a door open on the side of a motor vehicle next to moving traffic for a period of time longer than necessary to load or unload passengers.
- .21** Schedule of civil sanctions:
 \$10.00 civil sanctions:
 Sub-sections .01, .02, .03, .101 and .102

 \$20.00 civil sanctions:
 Sub-sections .04, .07, .071, .072, .073, .074, .075, .076, .077, .078, .079, .0710, .0711, .0712, .0713, .0714, .0715, .0716, .0717, .08, .09, .15, .151, .152, .153, .16, .17 and .19

 \$50.00 civil sanctions:
 Sub-section .25
- .22** There is hereby established a Parking Violations Bureau which shall be the exclusive agency for accepting admissions of civil responsibility in cases of violation of the parking ordinance.
- .23** The Parking Violations Bureau shall be under the direction of the Police Chief and Director of Police and Public Safety, or his or her designee, who shall make a monthly accounting to the Vice President for Finance and Operations and Treasurer of civil sanctions collected.

**Denotes Civil Infraction*

31.00 PARKING continued

- .24 The Parking Violations Bureau shall accept the civil sanctions listed in subsection 31.21 of these ordinances for the offenses charged, and payment and acceptance of such civil sanctions within seven days of the violation shall be deemed complete satisfaction for the violation, and a receipt so stating shall be given the violator. An additional penalty of \$5.00 shall be added if not paid within seven days.
- .25 No person shall park any motor vehicle in a parking space signed as reserved for a handicapper except a motor vehicle bearing a State or University license plate, decal or permit legally establishing the driver or passenger as a handicapper.
- .26* No person shall park a vehicle upon any street or parking lot for the principal purpose of storage for more than 48 continuous hours, except in posted residence storage lots or streets, and the vehicle has current valid license plates, and has properly affixed a current and valid University Parking Permit appropriate for the area.

Enacted: September 15, 1964

Amended: September 1, 1986

December 10, 1994

**Denotes Civil Infraction*

32.00 TRAFFIC - PEDESTRIANS

- 32.01*** Subject to intersection signals, rights and duties at other places
- 32.02*** Right-of-way at crosswalks; traffic control devices; unmarked crosswalks
- 32.03*** Special pedestrian control signals
- 32.04*** Duty between adjacent intersections with signals
- 32.05*** To yield right-of-way to emergency vehicles
- 32.06*** Shall not pass beyond closed railroad crossing gate
- 32.07*** Pedestrians to use right half of crosswalk
- 32.08*** Crossing roadway at right angles
- 32.09*** Crossing at other than crosswalks; yield to vehicles required
- 32.091*** Tunnels or overhead crossings
- 32.10*** Walk left side of roadway; where sidewalks provided; where sidewalks not provided
- 32.11*** Soliciting rides or business
- 32.12*** White canes; guide dogs; duty of motorist
- 32.13*** Crosswalk - at other than intersection

- .01*** Pedestrians shall be subject to traffic control signals at intersections, and at all other places shall be accorded the privileges and shall be subject to the restrictions stated in this section.
- .02*** Pedestrian's right-of-way at crosswalks: Where traffic control signals are not in place or in operation, the driver of a vehicle shall yield the right-of-way to a pedestrian crossing the roadway within any marked crosswalk or within any unmarked crosswalk at an intersection, except as otherwise provided in this section.
- .03*** Whenever special pedestrian-control signals exhibiting the words "Walk," "Don't Walk" or "Wait" are in place, pedestrians shall be subject to such signals.
- .04*** Between adjacent intersections at which traffic control signals are in operation pedestrians shall not cross the roadway except in a marked crosswalk.
- .05*** A pedestrian shall yield the right-of-way to an emergency vehicle which is flashing emergency lights or otherwise signaling an emergency in progress.
- .06*** No pedestrian shall pass through, around, over or under any crossing gate or barrier at a railroad grade crossing or bridge while such gate or barrier is closed or is being opened or closed.
- .07*** Pedestrians shall move, whenever practicable, upon the right half of the crosswalk.

**Denotes Civil Infraction*

32.00 TRAFFIC - PEDESTRIANS continued

- .08* Crossing roadway at right angles: No pedestrian shall, except in a marked crosswalk, cross a roadway at any other place than by a route at right angles to the curb or by the shortest route to the opposite curb.
- .09* Crossing at other than crosswalks: Every pedestrian crossing a roadway at any point other than within a marked crosswalk or within an unmarked crosswalk at an intersection shall yield the right-of-way to all vehicles upon the roadway.
 - .091* Any pedestrian crossing a roadway at a point where a pedestrian tunnel or overhead pedestrian crossing has been provided shall yield the right-of-way to all vehicles upon the roadway.
- .10* Walking on left side of roadway: Where sidewalks are provided, it shall be unlawful for pedestrians to walk upon the main traveled portion of the street or roadway. Where sidewalks are not provided, pedestrians shall, when practicable, walk on the left side of the street or highway facing traffic which passes nearest.
- .11* Pedestrians soliciting rides or business: No person shall stand in a roadway for the purpose of soliciting a ride, employment or business from the occupant of any vehicle.
- .12* White canes: Any driver of a vehicle who approaches a visually impaired person carrying a cane or walking stick which is white or white tipped with red, or being led by a guide dog wearing a harness and walking on either side of or slightly in front of said blind person, shall immediately come to a full stop and take such precautions before proceeding as may be necessary to avoid accident or injury to the person.
- .13* When traffic control signals are not in place or not in operation the driver of a vehicle shall yield the right-of-way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling, or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger, but no pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close that it is impossible for the driver to yield.

Enacted: September 15, 1964

Amended: May 16, 1969

December 10, 1994

**Denotes Civil Infraction*

33.00 BICYCLISTS - TRAFFIC**33.01 Definition****33.02* Unlawful to operate or possess unregistered bicycle****33.03* Permits; display of****33.04* Transfer of permits****33.05 When to apply for permit; registration****33.06 Impounding and release of****33.07* Unlawful to operate unless equipped as desired****33.071* Equipped with lights and mirrors****33.072* Equipped with brakes****33.08* Not to be operated more than two abreast****33.09* Speed not greater than reasonable to safety****33.10* Clinging to moving vehicle prohibited****33.11* To yield to pedestrians at intersections and crosswalks****33.12* Careless or reckless manner****33.13* On sidewalk prohibited; exception****33.14* Rights and duties****33.15* Obedience to traffic control devices required****33.16* Unlawful to park except in bicycle areas****33.17* Parking prohibited in area for motor vehicles; exception****33.18 Inoperable bicycles; impound****33.19* Locking required****33.20 Authority to publish special regulations****33.21 Parking limitations****33.22* Number of riders**

.01 The term "bicycle" as used in this ordinance shall mean and include any one- or two-wheeled device propelled by human power that has a wheel or wheels 16 inches or greater in diameter.

.02* No person shall operate or leave unattended upon the campus any bicycle which does not bear a current and valid license or permit issued by the Michigan State University Department of Police and Public Safety, the City of Lansing, the City of East Lansing, Lansing Township, or Meridian Township.

.03* The permission to operate a bicycle in and upon the campus shall be evidenced by a permit tag to be designed by the Department of Police and Public Safety. Such permit tag shall be issued by the Department of Police and Public Safety after acceptance for filing of the application for a permit. Each owner or owners of a bicycle shall, upon receiving a permit tag from the Department of Police and Public Safety, cause the same to be affixed in a conspicuous place on the bicycle covered by said permit, provided, however, that the Department of Police and Public Safety may, in their discretion, designate the particular place on each bicycle where the permit tag shall be displayed.

**Denotes Civil Infraction*

33.00 BICYCLISTS - TRAFFIC continued

- .04* Upon the sale or other transfer of a licensed bicycle, the owner shall remove the permit tag and surrender the same to the Department of Police and Public Safety; provided, however, that said owner, together with the transferee or purchaser of a bicycle, may apply to the Department of Police and Public Safety for the transfer of the registration of said bicycle and the permit to operate same to the transferee or purchaser, and upon such application the Department of Police and Public Safety shall transfer the registration of the bicycle and the permit to operate it to the name of the transferee or purchaser.
- .05 Application for a permit to operate a bicycle shall be made upon bringing a bicycle not meeting the requirements of Section 33.02 of this ordinance upon the campus. The Department of Police and Public Safety shall provide for bicycle registration at some time during every day of the year except Saturdays, Sundays and holidays.
- .06 The Department of Police and Public Safety shall impound any bicycle found upon the campus which is not properly registered or licensed as provided in this ordinance, or which is parked in violation of this ordinance, and shall release such bicycle only after it shall be properly registered by its owner and a fee for its impoundment paid, or a summons issued to the owner for the alleged violation. The fee for impoundment shall be of such amount as shall reimburse the University for all costs of impounding and enforcing the provisions of this ordinance. Impounded bicycles not claimed shall be sold and the proceeds of such sale applied to the cost of enforcement and impoundment.
- .07* No person shall operate a bicycle on the campus unless the same shall be equipped as follows:
- .071* Every bicycle which is operated during the period from one-half hour after sunset to one-half hour before sunrise shall be equipped with an activated white lamp on the front thereof, visible under normal atmospheric conditions from a distance of at least 300 feet in front of such bicycle, and shall also be equipped with a mirror reflector or lamp on the rear, exhibiting a red light visible under like conditions from a distance of at least 200 feet to the rear of such bicycle;
- .072* Every bicycle shall be equipped with a suitable brake adequate to control the movement of and to stop said bicycle within a reasonable distance on dry, smooth, hard-surfaced road.
- .08* No persons operating bicycles on the campus shall ride more than two abreast.

**Denotes Civil Infraction*

33.00 BICYCLISTS - TRAFFIC continued

- .09* No person shall operate a bicycle at a speed faster than what is reasonable and proper with regard to the safety of the operator and others.
- .10* No person operating a bicycle shall attach himself or herself to any other moving vehicle.
- .11* Every person operating a bicycle shall accord the right-of-way to pedestrians crossing roads and streets on the campus at all intersections and crosswalks.
- .12* The operator of a bicycle shall at no time remove both feet from the pedals, nor both hands from the handlebars or steering apparatus of said bicycle; nor shall any person operate a bicycle in a careless or reckless manner or practice any acrobatic riding on campus.
- .13* No operator of a bicycle shall cause the same to be driven upon or across any sidewalk or footpath situated on the campus or upon the campus grounds; provided, however, that the operator of any bicycle may dismount from such bicycle and proceed upon such sidewalks and footpaths on foot, pushing said bicycle while so proceeding on foot.
- .14* Every person operating a bicycle on a roadway on the campus shall be granted all of the rights and shall be subject to all of the duties applicable to the driver of a motor vehicle by the laws of the State of Michigan except insofar as the provisions of this ordinance for the operation of such bicycle shall conflict or modify said general laws which by their nature can have no application to the operation of bicycles.
- .15* Any person operating a bicycle upon a roadway on the campus shall obey the instructions of all official traffic control signals, signs and other control devices applicable to motor vehicles unless otherwise directed by a police officer.
- .16* No person operating a bicycle shall cause the same to be parked any place upon the campus outside of bicycle parking lots and areas. In the event that bicycle parking racks are available in said parking lots and areas, the operator of a bicycle shall park such bicycle in the racks provided. If no racks are provided, or if the number of racks is insufficient, the operator of a bicycle shall park his or her bicycle in an upright position within the confines of said parking lots or areas.
- .17* No person shall park a bicycle in any space designed and intended for use by motor vehicles unless such area shall be specifically allocated to bicycle parking by placement of a bicycle rack.

**Denotes Civil Infraction*

33.00 BICYCLISTS - TRAFFIC continued

- .18 No person shall park a bicycle in an inoperable condition on University property for a period longer than 48 hours. Any such inoperable bicycle shall be impounded by the Department of Police and Public Safety and its owner shall pay the impoundment fee prescribed above to secure release of said bicycle.
- .19* No person shall park a bicycle and leave it unless it is locked to a bicycle rack or immobilized with a locking device.
- .20 The Police Chief and Director of Public Safety is hereby authorized to publish special regulations providing for removal of bicycles from a bicycle parking area or areas and prohibiting bicycle parking in such area or areas for designated periods for ground maintenance and improvements or other University functions. Bicycles not removed from such areas or parked after the special regulations have been published shall be in violation of this ordinance and shall be impounded as provided for in Section 33.06.
- .21 No person shall park any bicycle on the campus longer than 48 hours unless he or she is currently registered as a student, is employed by the University, or is residing on University property. Bicycles parked contrary to this provision shall be in violation of this ordinance and shall be impounded, per Section 33.06.
- .22* A person propelling a bicycle shall not ride other than upon or astride a permanent and regular seat attached to the bicycle. No bicycle shall be used to carry more persons at one time than the number for which it is designed and equipped.

Enacted: September 15, 1964

Amended: May 21, 1981

December 10, 1994

**Denotes Civil Infraction*

34.00 ACCIDENTS - TRAFFIC

- 34.01 Required to stop at accident involving death, injury or damage**
- 34.02 Required to give information and render aid**
- 34.03 Duty to report accidents immediately**
- 34.04 When driver unable to report accident**
- 34.05 Duty when striking unattended vehicle**
- 34.06 Duty when striking fixtures on a roadway**

- .01 Duty to stop at scene of accident involving death or personal injuries or damage to vehicles:** The driver of any vehicle directly involved in an accident resulting in injury to or death of any person, or resulting in damage to a vehicle which is driven or attended by any person shall immediately stop such vehicle at the scene of such accident or as close thereto as possible, but shall then forthwith return to and in every event remain at the scene of the accident until he has fulfilled the requirements of Sections 34.02, 34.03 or 34.04. Every such stop shall be made without obstructing traffic more than is necessary.
- .02 Duty to give information and render aid:** The driver of any vehicle involved in an accident resulting in injury to or death of any person or damage to any vehicle which is driven or attended by any person shall give his or her name, address and the registration number of the vehicle he is driving and shall upon request exhibit his or her operator's or chauffeur's license to the person struck or the driver, or occupant of or person attending any vehicle collided with and where practical shall render to any person injured in such accident reasonable assistance, including the making of arrangements for the transportation of such person to a physician, surgeon or hospital for medical or surgical treatment, if necessary, or if such transportation is requested by the injured person.
- .03 Duty to report accidents immediately:** The driver of a vehicle involved in an accident resulting in injury or death of any person or any property damage shall by the quickest means of communication give notice of such accident to the Department of Police and Public Safety. No vehicle involved in such accident shall be moved except when so ordered by a police officer.
- .04 When driver unable to report:** Whenever the driver of a vehicle is physically incapable of making a required accident report and there was another occupant in the vehicle at the time of the accident capable of making a report, such occupant shall make or cause to be made said report.

34.00 ACCIDENTS - TRAFFIC continued

- .05 Duty upon striking unattended vehicle: The driver of any vehicle which collides with any vehicle which is unattended shall immediately stop, and shall then and there either locate and notify the operator or owner of such vehicle of the name and address of the driver and owner of the vehicle striking the unattended vehicle, or if such person cannot be located, shall leave securely attached in a conspicuous place in the vehicle struck a written notice giving the name and address of the driver and of the owner of the vehicle doing the striking and a statement of the circumstances, and shall report such accident as provided in Sections 34.03 or 34.04 of this ordinance.
- .06 Duty upon striking fixtures on a street or roadway: The driver of any vehicle involved in an accident resulting only in damage to fixtures legally upon or adjacent to a street shall take reasonable steps to locate and notify the owner or person in charge of such property of such fact, and of his or her name and address and of the registration number of the vehicle he or she is driving, and shall upon request exhibit his or her operator's or chauffeur's license and shall make a report of such accident as provided in Section 34.03 of this ordinance.

Enacted: September 15, 1964

Amended: December 10, 1994

35.00 ADMINISTRATION - TRAFFIC

- 35.01 Office of Traffic Engineer**
- 35.02 Duties of Traffic Engineer**
 - 35.021 Traffic control orders**
- 35.03 Stop signs; authority; erection of**
- 35.04 Stopping, standing, or parking; authority to establish and erect signs**
- 35.05 Speed restrictions; authority to establish and erect signs**
 - 35.051 Prima facie limit outside business-residential area**
 - 35.052 Prima facie limit in business-residential area**
 - 35.053 Prima facie limit in alleys and service drives**
- 35.06 One-way roadways and alleys; authority to establish and erect signs**
- 35.07 Crosswalks, safety zones and traffic lanes**
 - 35.071 Authority to designate and maintain crosswalks**
 - 35.072 Authority to establish safety zones**
 - 35.073 Authority to designate traffic lanes**
- 35.08 Restricted turn signs; authority to erect**
- 35.09 Turning markers; authority to place to direct turns**
- 35.10 Through streets; authority to designate; stop signs required at entrances**
- 35.11 Play streets; authority to establish**
- 35.12 Parking; authority to establish parking and tow away zones**
- 35.13 All-night parking; authority to prohibit upon Board's authorization; erection of signs**
- 35.14 Loading zones; authority to establish and erect signs**
 - 35.141 Application for establishment of zone**
 - 35.142 When application for zone not required**
- 35.15 Public carrier stands; authority to establish and erect signs**
- 35.16 Metered parking zones and areas restricted by parking gates; authority to erect parking meters and gates**
- 35.17 Weight restrictions; authority to limit weight of commercial vehicles; signs**
- 35.18 Emergency and experimental regulations; authority to establish**
 - 35.181 Authority to test traffic-control devices**
- 35.19 Traffic-control devices; authority to place or remove; establish effective times**
- 35.20 Traffic-control devices; manual and specifications for**
- 35.21 Limit to authority; permission of State Highway Commission required**
- 35.22 Special traffic-control regulations; authority to establish; signs required**
- 35.23 Authority of director to employ special employees to direct traffic; authority of special employees**
- 35.24 Special restricted parking areas; authority to establish and erect signs**
- 35.25 Mass transit regulation**
- 35.26* Bicycle lanes; authority to establish and erect signs**

**Denotes Civil Infraction*

35.00 ADMINISTRATION - TRAFFIC continued

- 35.27 Display of device resembling traffic-control device prohibited**
- 35.28 Advertisement on traffic-control devices prohibited**
- 35.29 Authority to remove**
- 35.30 Private parking areas without permission prohibited**
- 35.31 Damage to traffic-control devices**
- 35.32 Traffic law enforcement; duty of director**
- 35.33 Record required for issuance of citation books to police officers**
- 35.34 Issuance of citation to violator; when it shall be issued**
- 35.35 Citation on illegally parked vehicle**
- 35.36 Disposition of citation and copies**
- 35.37 Illegal disposition or alteration of citation**
- 35.38 Unlawful to cancel or solicit the cancellation of citation**
- 35.39 Issuance of notice of impounding of vehicle**
- 35.40 When required to send notice of impounding of vehicle to State Police**
- 35.41 Traffic violations; maintenance of records**
- 35.42 Driver records; maintenance of**
 - 35.421 Records maintained for five-year period**
- 35.43 Accident reports; system of filing**
 - 35.431 All accident reports will be filed; availability of reports; use of**
- 35.44 Copy of complaint; filing of duplicate copy**
 - 35.441 Filing of record of disposition of charge**
- 35.45 Warrants; record of warrants issued for traffic violations; final disposition**
- 35.46 Traffic accident studies**
- 35.47 Accident reports; preparation of; forms**
 - 35.471 Submission of accident reports; report of accidents to State Police**
- 35.48 Availability of traffic violation reports to public; to be serially numbered; disposal records of such forms considered public records**
- 35.49 Annual traffic safety report; prepared by; submitted to; contents**
 - 35.491 Number of accidents; number of deaths and injuries; other pertinent data**
 - 35.492 Number of accidents investigated; other pertinent data**
 - 35.493 Plans and recommendations**

- .01 Traffic Engineer (office):** The Office of Traffic Engineer is hereby established. The Traffic Engineer shall be appointed in a manner prescribed by the Board of Trustees and shall exercise the powers and duties provided in this ordinance in a manner prescribed by the Board of Trustees and shall exercise the powers and duties provided in this ordinance in a manner consistent with prevailing traffic safety practices and in the best interests of Michigan State University. In the absence of the Traffic Engineer said duties and authority shall be vested in the Police Chief and Director of Public Safety, his designee or other officials as determined by the Board of Trustees.

35.00 ADMINISTRATION - TRAFFIC continued

- .02 **Traffic Engineer (duties):** It is the general duty of the Traffic Engineer to determine the installation, proper timing, and maintenance of traffic control devices; to plan and direct the operation of traffic on streets within the boundaries of Michigan State University; to establish parking areas therein, designating limitation and use thereof; to install appropriate signs implementing the provisions of this ordinance; to certify as to installation, removal, or authorization of such devices and signs by posting same in the Administration Building, Kellogg Center and the headquarters of the Department of Police and Public Safety or such other public places as may be deemed appropriate within the campus, accessible to the public including a map certification illustrating graphically the placement and purpose thereof, for all such actions up to and including March 2, 1965; with all subsequent such actions by the maintenance of a traffic control order (sometimes called "work order") file.
- .021 Copies of traffic control order, certified by the Traffic Engineer to be a true transcript compared by him or her with the original in the headquarters of the Department of Police and Public Safety, shall be evidence in all courts and proceedings in like manner as if the original were produced. If it shall appear that a traffic control sign, signal, or device conforming to the provisions of the ordinances was erected or in place when the alleged violation of this ordinance occurred, such showing shall be prima facie evidence of the existence of a lawful traffic control order authorizing such traffic control, sign, or device, and it shall be unnecessary for the prosecution to affirmatively show the existence of a valid traffic control order in such case, unless and until such presumption is rebutted by competent evidence.
- .03 **Stop signs:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to determine and designate intersections where conditions warrant the stopping of traffic and to determine whether vehicles shall stop at one or more entrances to any such intersection, and shall erect a stop sign at every place where he or she shall find a stop required, except at those intersections which are controlled by automatic signals or other traffic-control devices.
- .04 **Stopping, standing or parking:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to prohibit or restrict the stopping, standing, or parking of vehicles on any street within the boundaries of Michigan State University and to erect signs giving notice thereof where, in his or her opinion, such stopping, standing or parking of vehicles interferes with the movement of traffic thereon.
- .05 **Speed restrictions:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to establish, increase, or decrease the speed regulations and to erect signs giving notice thereof as follows:

35.00 ADMINISTRATION - TRAFFIC continued

- .051 Establish prima facie lawful speed limits on highways outside of business or residential districts;
- .052 Increase the prima facie speed limits on through highways within business or residential districts;
- .053 Establish the prima facie speed limits in alleys and service drives.
- .06 One-way streets, roadways and alleys: The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to designate one-way streets, roadways or alleys and shall place and maintain signs giving notice thereof, and no such regulation shall be effective unless such signs are in place. Signs indicating the direction of lawful traffic movement shall be placed at every intersection where movement of traffic in the opposite direction is prohibited.
- .07 Crosswalks, safety zones and traffic lanes: The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized:
 - .071 To designate and maintain by appropriate devices, marks, or lines upon the surface of the roadway within the jurisdiction of Michigan State University, crosswalks at those places where he or she shall find that there is particular danger to pedestrians crossing the roadway and when he or she shall further find that the existence of a crosswalk will reduce that danger;
 - .072 To establish safety zones of such kind and character and at such places where he or she shall find that there is particular danger to pedestrians and which are consistent with State law, and where he or she shall find that the existence of a safety zone will reduce that danger;
 - .073 To mark lanes upon the roadway of any street where he or she shall find that a regular alignment of traffic is necessary in the interests of safety and efficiency, or at such places as he or she may find to be advisable, consistent with this ordinance and State law.
- .08 Restricted turn signs: The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to determine those streets or intersections of such streets from which drivers of vehicles shall not make a right, left, or U turn, and shall place proper signs upon such streets and at such intersections. The making of such turns may be prohibited between the hours of any day and permitted at other hours, in which event the same shall be plainly indicated on the signs or they may be removed when such turns are unrestricted.

35.00 ADMINISTRATION - TRAFFIC continued

- .09 Turning markers: The Traffic Engineer or Police Chief and Director of Public Safety is authorized to place markers, buttons, or signs within or adjacent to intersections and thereby require and direct that a different course from that specified in this article be traveled by vehicles turning at an intersection, and when markers, buttons, or signs are so placed, no driver of a vehicle shall turn a vehicle at an intersection other than as directed and required by such markers, buttons or signs.
- .10 Through streets: The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to designate through highways if stop signs are erected at the entrances thereto, subject to the approval of the State Highway Commission if a State trunkline highway is involved.
- .11 Play streets: The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to declare and to establish, whenever he or she shall find that the public safety and convenience are best served thereby, any street or part thereof a play street and to place appropriate signs and barricades enclosing the roadway.
- .12 Parking: The Traffic Engineer or Police Chief and Director of Public Safety shall determine the location and nature of parking and tow away zones, and shall erect and maintain appropriate signs indicating the same and giving notice thereof, except that no such zones shall be established on State trunkline highways.
- .13 All-night parking: The Traffic Engineer or Police Chief and Director of Public Safety when so authorized by the Board of Trustees may prohibit all-night parking and erect signs giving notice thereof upon any street or portion thereof whenever in his or her opinion such prohibition is necessary or advisable in the interest of public safety.
- .14 Loading zones: The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to determine the location of passenger and freight loading zones and shall place and maintain appropriate signs indicating the same and stating the hours during which such zones shall be restricted for loading purposes.
- .141 No loading zone shall hereafter be established unless a written application for such zone is submitted to the Traffic Engineer or Police Chief and Director of Public Safety.
- .142 The application required herein shall not apply to the designation of loading zones in front of any public building, theater, school, church, hospital or similar institutional building.

35.00 ADMINISTRATION - TRAFFIC continued

- .15 **Public carrier stands:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to establish bus stops, bus stands, taxicab stands and stands for other passenger common carrier motor vehicles on such public streets, in such places and in such number as he shall determine to be of the greatest benefit and convenience to the public. Every such bus stop, bus stand, taxicab stand, or other stand shall be designated by appropriate signs which he or she may cause to be erected by the carrier for whom said stand is designated.
- .16 **Metered parking zones in area:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to determine and designate metered parking zones and to install and maintain as many parking meters as necessary in said metered parking zones where it is determined that the installation of parking meters shall be necessary to aid in the regulation, control and inspection of the parking of vehicles. The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to determine or designate parking lots or areas which shall be controlled and restricted by parking gates and is authorized to install and maintain as many parking gates as may be necessary in said areas where it is determined that the installation of parking gates shall be necessary to aid the regulation, control and inspection of the parking of vehicles.
- .17 **Weight restrictions:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby authorized to prohibit the use of the roadway by trucks or other commercial vehicles and to impose limitations as to the weight thereof on designated streets where, in his or her opinion, the public safety is concerned, but said prohibitions and limitations shall not become effective until notice thereof is given by means of appropriate signs placed on such streets.
- .18 **Emergency and experimental regulations:** The Traffic Engineer or Police Chief and Director of Public Safety is hereby empowered to establish all regulations necessary to make effective the provisions of this ordinance and to establish and enforce temporary or experimental regulations consistent with this ordinance, to cover emergencies or special conditions. No such regulation shall be effective and enforceable until and unless adequate signs, signals or other notices are erected clearly indicating said regulation. No such temporary or experimental regulation shall remain in effect for more than 90 days.
- .181 **The Traffic Engineer or Police Chief and Director of Public Safety may test traffic-control devices under actual conditions of traffic.**

35.00 ADMINISTRATION - TRAFFIC continued

- .19 Traffic-control devices: The Traffic Engineer or Police Chief and Director of Public Safety shall place and maintain or remove traffic-control signs, signals, lane markings and other devices and shall determine the hours and days during which any traffic-control device shall be in operation or be in effect, when and as required under this ordinance to indicate and to carry out the provisions of said ordinance, and may place and maintain such additional traffic-control devices as he or she may deem necessary to regulate traffic under this ordinance and under State law, to regulate, warn or guide traffic.
- .20 Manual and specifications for traffic-control devices: All traffic-control signs, signals, and devices shall conform to the specifications published in the Michigan Manual of Traffic Control Devices.
- .21 Limit to authority: Notwithstanding the authority granted to the Traffic Engineer or Police Chief and Director of Public Safety under this ordinance, no stop signs, pavement markings, buttons or any traffic-control device shall be erected or maintained upon any State trunkline under the jurisdiction of the State Transportation Commission without the latter's written permission.
- .22 Special traffic-control measures: The Traffic Engineer or Police Chief and Director of Public Safety is hereby empowered to establish special regulations for control of traffic for limited but regularly recurring periods of time such as occur during "rush hour" traffic conditions and which extend for periods longer than the 90 days provided for in Section 35.18.
- .23 The Police Chief and Director of Public Safety is hereby empowered to employ students or other special employees of the Department of Police and Public Safety to be assigned to the control and direction of traffic. While engaged in directing traffic and while wearing devices or emblems distinctively identifying them as employees of the Department of Police and Public Safety, such special employees shall be considered to be officers of Michigan State University and no motorist shall disregard the directions of such special employees while they are directing or controlling traffic.
- .24 Special parking privileges and restrictions: The Traffic Engineer or Police Chief and Director of Public Safety is hereby empowered to establish special, restricted parking areas (and erect signs which indicate such restrictions) where such restrictions are necessary for essential activities of the university and/or where interference with such operations may adversely affect the public interest in maintaining a safe and well-ordered community. Examples of such restricted areas, without excluding others, are hospital parking zones for physicians; parking zones for emergency vehicles; parking zones for university vehicles; parking spaces rented by and reserved for specific individuals; parking areas prohibited to visitors; requirement that visitors park only in specific areas; and restriction of areas for certain types of university vehicle permits.

35.00 ADMINISTRATION - TRAFFIC continued

- .25 Mass transit regulations: The Police Chief and Director of Public Safety is hereby empowered to regulate the movement and operation of mass transit vehicles operating on university property including location of loading points, routes, schedules, vehicle capacity, provisions for passenger and public safety, unscheduled and charter operations, fares, safety inspection of vehicles, approval of drivers and other matters which will ensure a safe, efficient mass transit service to the University. No person shall operate any vehicle contrary to the provisions of such regulations, nor shall any manager or owner allow any vehicle under his supervision to be operated on university property contrary to the provisions of such regulations.
- .26* The Traffic Engineer or Police Chief and Director of Public Safety is hereby empowered to establish lanes on streets for the exclusive use of bicycles and erect signs which indicate such usage. When such lanes are so provided and designated it shall be illegal for any motor vehicle to be driven within the bicycle lane area.
- .27 No person shall place, maintain or display upon or in view on any street, any unauthorized sign, signal, marking or device which purports to be, or is an imitation of or resembles a traffic-control device or railroad sign or signal, or which attempts to direct the movement of traffic, or which hides from view or interferes with the effectiveness of any traffic-control device or any railroad sign or signal.
- .28 No person shall place or maintain any commercial or political advertising upon any street, traffic sign or signal or parking meter.
- .29 Every such prohibited sign, signal or marking is hereby declared to be a public nuisance and the Traffic Engineer or Police Chief and Director of Public Safety is hereby empowered to remove the same or cause it to be removed without notice.
- .30 No person shall establish private or departmental parking areas within the boundaries of Michigan State University unless permission is first secured from the Traffic Engineer or Police Chief and Director of Public Safety.
- .31 Damage to traffic-control devices: No person shall attempt to or in fact alter, deface, injure, knock down or remove any traffic-control device.
- .32 Traffic law enforcement: It shall be the duty of the Police Chief and Director of Public Safety to enforce the provisions of this ordinance and the State vehicle laws applicable to traffic, to make arrests when authorized by law, to assist in the prosecution of persons charged with violations, to investigate accidents, to cooperate with the Traffic Engineer and other officials in the administration of the traffic regulations, and in developing ways to improve traffic conditions and to carry out those duties especially imposed by this ordinance and any amendment thereto.

**Denotes Civil Infraction*

35.00 ADMINISTRATION - TRAFFIC continued

- .33 The Police Chief and Director of Public Safety shall be responsible for the issuance of books of traffic citation and complaint forms and shall maintain or cause to be maintained a record of every such book and each set of citation and complaint forms contained herein issued to the individual members of the department and shall require and retain a receipt for every book so issued.
- .34 Issuance of citation: Except when officially authorized or directed under State law to the contrary, a police officer who halts a person for any violation other than for the purpose of giving him or her a warning or warning notice and does not take such person into custody under arrest, shall take the name, address and operator's license number of said person, the registered number of the motor vehicle involved, and such other pertinent information as may be necessary, and shall issue to him or her in writing a traffic citation.
- .35 Notice on illegally parked vehicle: Whenever any motor vehicle without driver is found parked or stopped in violation of any of the restrictions imposed by this ordinance or by State law, the officer finding such vehicle shall take its registration number and may take any other information displayed on the vehicle which may identify its user, and shall conspicuously affix to such vehicle a parking citation.
- .36 Disposition of citation: Every police officer upon issuing a traffic citation to an alleged violator of any provision of the motor vehicle laws of this State or of this ordinance shall submit the duplicate copies of the corresponding complaint to the Police Chief and Director of Public Safety or his authorized agent.
- .37 Illegal alteration or disposition of traffic citation: It shall be unlawful and official misconduct for any member of the Department of Police and Public Safety or other officer or public employee to dispose of, alter or deface a traffic citation or any copy of the corresponding complaint or the record of the issuance or disposition of any traffic citation, complaint or warrant, in a manner other than as required in this section.
- .38 Illegal cancellation of traffic citations or complaints: It shall be unlawful for any person to cancel or solicit the cancellation of any traffic citation or complaint issued to an alleged violator of this ordinance.
- .39 Notice of impounding: Whenever an officer removes a vehicle from a street as authorized in 36.03, and the officer knows or is able to ascertain the name and address of the owner thereof, such officer shall, within a reasonable period of time, give or cause to be given notice in writing to such owner of the fact of such removal, and the reasons therefore, and of the place to which such vehicle has been removed. In the event any such vehicle is stored in a garage, a copy of such notice shall be given to the proprietor of such garage.

35.00 ADMINISTRATION - TRAFFIC continued

- .40 Whenever an officer removes a vehicle from a street so authorized in Section 36.03 and does not know and is not able to ascertain the name of the owner, or for any other reason is unable to give the notice to the owner as hereinbefore provided, and in the event the vehicle is not returned to the owner within a period of three days, then and in that event the officer shall, within a reasonable period of time, send or cause to be sent a written report of such removal by mail to the Commissioner of State Police, and shall file a copy of such notice with the proprietor of any garage in which the vehicle may be stored. Such notice shall include a complete description of the vehicle, the date, time and place from which removed, the reasons for such removal, and the name of the garage or place where the vehicle is stored.
- .41 Traffic violations: The Police Chief and Director of Public Safety or other officer of the Department of Police and Public Safety designated by the Director shall keep a record of all violations of the traffic regulations of Michigan State University except standing or parking violations, and of the State vehicle laws of which any person has been charged, together with a record of the final disposition of all such alleged offenses. Such record shall be so maintained as to show the types of violations and the totals of each. Said record shall accumulate during at least a five-year period and from that time on the record shall be maintained complete for the most recent five-year period and in accord with existing Michigan statutes.
- .42 Driver's record: The Department of Police and Public Safety shall maintain a suitable record of all traffic accidents, warnings, arrests, convictions and complaints reported for each driver, except those concerning standing or parking, which shall be filed alphabetically under the name of the driver concerned;
- .421 Such records shall accumulate during at least a five-year period and from that time on such records shall be maintained complete for at least the most recent five-year period.
- .43 Accident reports: The Department of Police and Public Safety shall maintain a suitable system of filing traffic accident reports. Accident reports, or cards referring to them, shall be filed alphabetically by location. Such reports shall be available for the use and information of the Traffic Engineer;
- .431 The Department of Police and Public Safety shall receive and properly file all accident reports made to it under State law, or under any ordinance of Michigan State University. The reports required by this ordinance shall not be available for use in any court action, but shall be available to governmental agencies for the purpose of furnishing statistical information as to the number and cause of accidents.

35.00 ADMINISTRATION - TRAFFIC continued

- .44** Copy of complaint: The Police Chief and Director of Public Safety shall maintain a file of one duplicate copy of the complaint corresponding to each traffic citation issued;
- .441** The Police Chief and Director of Public Safety shall also maintain or cause to be maintained in connection with every traffic citation issued by a member of the Department of Police and Public Safety a record of the disposition of the charge.
- .45** Warrants: The Police Chief and Director of Public Safety shall also maintain or cause to be maintained a record of all warrants issued on said traffic violation charges and which are delivered to the department for service, and of the final disposition of all such warrants.
- .46** Conduct of traffic accident studies: Whenever the accidents at any particular location become numerous, the Department of Police and Public Safety shall cooperate with the Traffic Engineer in conducting studies of such accidents and determining remedial measures.
- .47** Preparation of accident reports: The Department of Police and Public Safety shall secure from the Commissioner of State Police forms for accident reports required hereunder, and thereon shall report as prescribed by law.
- .471** Every police officer who, in the course of his or her regular duties, investigates a motor vehicle accident shall file a report of his or her findings with the Department of Police and Public Safety. In addition, it shall be the duty of the Department of Police and Public Safety to submit a copy of investigative findings of accidents occurring on University streets or on any other lands governed by the Board where there is death, injury or property damage in excess of \$200 to the Director of State Police on forms provided by the Department of State Police.
- .48** Traffic violation reports - available to public: All forms for records of violations and notices of violations which shall include traffic citations issued by police officers shall be serially numbered. For each month and year a written record shall be kept available to the public showing the disposal of all such forms, and such records, notices and reports shall be public records.

35.00 ADMINISTRATION - TRAFFIC continued

- .49 Annual traffic safety report:** The Department of Police and Public Safety shall annually prepare a traffic report which shall be submitted to the Board of Trustees. Such report shall contain information on traffic matters as follows:
- .491** The number of traffic accidents, the number of persons killed, the number of persons injured, and other pertinent traffic accident data;
 - .492** The number of traffic accidents investigated and other pertinent data on the safety activities of the department;
 - .493** Plans and recommendations for future traffic enforcement activities.

Enacted: September 15, 1964

Amended: April 20, 1973

December 10, 1994

36.00 AUTHORITY OF ENFORCEMENT OFFICIALS

- 36.01 Authority to direct traffic; emergency provisions to direct traffic**
 - 36.011 Firefighters may direct; conditions**
- 36.02 Inspect vehicles; authority to stop and inspect; enforcement**
- 36.03 Authority to impound vehicle from street, highway or parking area**
 - 36.031 Vehicle left unattended upon a bridge, viaduct or causeway obstructing traffic**
 - 36.032 Vehicle disabled on highway and person in charge unable to remove**
 - 36.033 Vehicle parked illegally and unattended on street or parking area and is obstruction to traffic**
 - 36.034 Vehicle driven upon streets and not in proper condition**
 - 36.035 Vehicle left continuously on street or in parking areas more than 48 hours**
 - 36.036 When driver of vehicle is arrested, vehicle unattended**
 - 36.037 Because of fire, flood, storm, snow or other emergency**
 - 36.038 Vehicle abandoned in parking lot**
 - 36.039 Vehicle with six outstanding traffic violations; condition of release**
 - 36.0310 Vehicle parked in reserved area**
 - 36.0311 Vehicle parked obstructing operations; on lawn; in shrubbery**
- 36.04 Request accident reports; authority to require drivers and witnesses to file additional reports**
- 36.05 Vehicles impound authority; release; fees; disposal of unclaimed vehicles**
- 36.06 Unauthorized removal from impound facility**

.01 Direct traffic: Officers of the Department of Police and Public Safety or such special officers as are assigned by the Police Chief and Director of Public Safety, are authorized to direct all traffic by voice, hand or signal and in the event of a fire or other emergency, or to expedite traffic or safeguard pedestrians, may direct traffic as conditions may require;

.011 Members of the fire department, when at the scene of a fire, may direct or assist the police officers in directing traffic in the vicinity.

.02 Inspect vehicles: Police Officers are authorized on reasonable grounds shown to stop any motor vehicle and inspect the same, and if any defects in equipment are found, to take such enforcement action as provided by law.

.03 Impound vehicles: The Department of Police and Public Safety is authorized to remove a vehicle from a street, highway or parking area to the nearest garage or other place of safety, or to a garage designated or maintained by the Department, under the following circumstances:

36.00 AUTHORITY OF ENFORCEMENT OFFICIALS continued

- .031 When any vehicle is left unattended upon any bridge, viaduct or causeway, or subway where such vehicle constitutes an obstruction to traffic;
- .032 When a vehicle upon a highway is so disabled as to constitute an obstruction to traffic and the person or persons in charge of the vehicle are incapacitated to such an extent as to be unable to provide for its custody or removal;
- .033 When any vehicle is left unattended upon a street or parking area and is so parked illegally as to constitute a definite hazard or obstruction to the normal movement of traffic;
- .034 When a vehicle is found being driven upon the streets and is not in proper condition to be driven;
- .035 When a vehicle is left unattended upon a street or in parking areas continuously for more than forty-eight hours and may be presumed to be abandoned;
- .036 When the driver of such vehicle is taken into custody by the Department of Police and Public Safety and such vehicle would be left unattended upon the street;
- .037 When removal is necessary in the interest of public safety because of fire, flood, storm, snow or other emergency reason;
- .038 When any vehicle is left unattended in any parking area under such circumstances as to be presumed to be abandoned;
- .039 When any vehicle is found and it is determined that there are six or more outstanding violation citations and/or notices against the same vehicle. Such a vehicle shall not be released from impoundment until there is satisfactory evidence that all outstanding citations and/or notices relating to the vehicle have been cleared consistent with 54-B court procedures and/or the Department of Police and Public Safety;
- .0310 When any vehicle is found parked in an area specifically reserved for vehicles bearing a certain type of university permit or in a parking space specifically reserved for the exclusive use of one vehicle;
- .0311 When any vehicle is found parked so as to obstruct university operations or is parked on lawns or in shrubbery.

36.00 AUTHORITY OF ENFORCEMENT OFFICIALS continued

- .04 Request accident reports: The Department of Police and Public Safety may require any driver of a vehicle involved in an accident to file written reports and supplemental reports concerning said accident, whenever the original information is insufficient in the opinion of the Department of Police and Public Safety, and may require witnesses of such accidents to render reports to the Department of Police and Public Safety.
- .05 The Department of Police and Public Safety may impound and remove to a storage lot or facility established by the Police Chief and Director of Public Safety, any motor vehicle that is parked in violation of this ordinance or other rules adopted by the Board. The motor vehicle shall be released to the owner or the agent of the owner after an impoundment fee is paid. The fee for impoundment shall be of such amount as shall reimburse the University for all towing and impoundment costs and for storage. Impounded vehicles not claimed shall be disposed of as provided by law.
- .06 It shall be unlawful for any person to remove, without the special authorization of the Police Chief and Director of Public Safety or his or her designee, any motor vehicle, motorcycle, bicycle, motor-driven cycle, motor home, trailer or other object that has been placed in an impound lot, storage facility, or bicycle pen that has been designated and posted, until the prescribed fees have been paid.

Enacted: September 15, 1964

Amended: June 8, 1990

December 10, 1994

37.00 WILDLIFE

- .01 Wildlife sanctuary designation; prohibitions regarding wildlife**
 - .02 Wildlife sanctuary designations outside Ingham County**
 - .021 Prohibitions regarding wildlife**
 - .022 Permission for controlled hunting and trapping**
 - .023 Open hunting and trapping**
 - .024 Designations made by governing offices**
 - .03 Fishing prohibited; exemptions**
- .01** All lands and water in Ingham County under control of and governed by the Board of Trustees are designated as a wildlife, fish, and bird sanctuary and the shooting or taking or molesting of birds, fish and wildlife is prohibited.
- .02** All other lands and water (outside of Ingham County) under control of or governed by the Board shall be designated for the purpose of wildlife control into one of three categories.
- .021** Shooting or taking or molesting of birds or wildlife is prohibited.
- .022** Controlled hunting and trapping through registration in accordance with state game laws is permitted.
- .023** Open hunting and trapping in accordance with state game laws is permitted.
- .024** Such designation will be made by the Land Management Office, in consultation with the lead department for the particular property, and the property manager.
- .03** All lands and water outside of Ingham County under control of or governed by the Board are designated as closed for fishing except where otherwise designated by the Land Management Office, in consultation with the lead department for the particular property, and the property manager.

Enacted: September 15, 1964

Amended: December 11, 1987

December 10, 1994

38.00 ROLLER SKATES AND SIMILAR DEVICES

- .01* Coasters, roller skates, roller blades, in-line roller skates, skateboards, and similar devices restricted. No person on roller skates, roller blades, or a skateboard, or riding in or by means of any coaster, toy vehicle or similar device, shall go upon any roadway except while crossing a street within a crosswalk. In so crossing the street, such person holds the rights and is subject to the duties applicable to pedestrians. No person upon roller skates, roller blades, a skateboard, in-line skates or similar devices shall go in or upon any parking ramp, buildings, gardens, or any other posted areas. Restricted areas will be clearly marked.

Enacted: April 14, 1995

Amended: June 14, 1996

**Denotes Civil Infraction*

39.00 PARADES, PROCESSIONS, AND SOUND TRUCKS

- .01** No funeral, procession, parade, excepting the forces of the United States Armed Services, the military forces of this State and the forces of the police and fire departments shall occupy, march or proceed along any street or roadway except in accordance with a permit and such other regulations as are set forth herein which may apply. No sound truck or other vehicle equipped with amplifier or loudspeaker may be used unless written authorization is obtained as indicated in Section 2.03.

Enacted: April 14, 1995

40.00 DEFRAUDING OR CHEATING

- .01 No person shall obtain from any other person, including a business establishment, any money, personal property or services or other things of value, with the intent to defraud or cheat such person or business establishment.

Enacted: December 10, 1994

41.00 USE OF REST ROOMS/LOCKER ROOMS FOR OPPOSITE SEX

- .01 No person shall knowingly enter into, engage in peeping into, open the door of, or knowingly be in any rest room or locker room which has a sign posted indicating or designating that the rest room or locker room is for the use of the opposite sex. However, this shall not apply to law enforcement officials, to persons whose job duties include building security or the cleaning, remodeling and/or repairing of rest rooms and locker rooms, or to children aged eight years or under, or to persons who are disabled or handicapped, who are in the custody of or being escorted by an adult of the opposite sex.

Enacted: December 10, 1994

42.00 VEHICLE, TAMPERING BY UNAUTHORIZED PERSONS**.01 Move from parked position****.02 Disable or attempt to disable by deflating tire**

.01 It shall be unlawful to tamper with or move any motor vehicle from the position in which it was parked by the owner or agent of the owner, without permission or as otherwise provided by law.

.02 It shall be unlawful to disable or attempt to disable any motor vehicle, to include deflating in whole or in part any tire attached to said vehicle.

Enacted: August 1, 1979

Amended: December 10, 1994

43.00 FALSE INFORMATION

- .01 No person shall knowingly furnish to a police officer false, forged, fictitious or misleading information whether conveyed orally or otherwise, while such officer is engaged in conducting a criminal investigation of a suspected violation of federal or state law, or local ordinances. No person shall knowingly make or furnish to any police officer any fictitious report of the commission of a violation of any federal or state law, or local ordinance.

Enacted: December 10, 1994

44.00 IMPERSONATING A POLICE OFFICER

- .01 No person shall impersonate, attempt to impersonate, falsely pretend to be, or hold oneself out to be, a police officer of the University or any other governmental body without due authority, or aid another in doing the same.

Enacted: December 10, 1994

45.00 INTERFERENCE WITH POLICE ANIMALS

- .01 No person shall hinder, harass, injure, annoy or interfere with a dog or other animal being used for law enforcement purposes.

Enacted: December 10, 1994

46.00 FAILURE TO OBEY A POLICE OFFICER

- .01** No person shall willfully fail to obey any lawful command of a law enforcement officer to stop or halt, provided such officer identifies himself or herself as a law enforcement officer and provides, or offers to provide, identification of such and provided that a law enforcement officer is attempting to investigate, identify or apprehend a person for a suspected violation of any federal or state law, or local ordinance.

Enacted: December 10, 1994

47.00 OBSTRUCTING OFFICIAL BUSINESS

- .01 No person shall hinder, oppose, obstruct or resist any police officer or any other law enforcement officer performing law enforcement duties as such, or aid or abet any person doing the same.

Enacted: December 10, 1994

48.00 SEVERANCE PROVISION

- .01 If any provision of these ordinances or part thereof shall be adjudged invalid by a court of competent jurisdiction, then such adjudication shall not affect the validity of these ordinances as a whole or any provision or part thereof not so adjudged invalid.

Enacted: December 10, 1994

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MICHIGAN STATE
UNIVERSITY

December 6, 1996

MEMORANDUM

To: Vice Presidents, Officers, Deans, Directors,
and Chairpersons

From: Dr. Nancy H. Pogel *NHP*
Secretary of the Board of Trustees and
Executive Assistant to the President

Subject: **MSU Ordinances**

Attached to this cover sheet are revisions of two ordinances recently approved by the MSU Board of Trustees. These should replace pages 66 and 29 currently in your October 1995 reprinted copy of the **MSU Ordinances**.

Ordinance 38.00 - Roller Skates (page 66) has been revised to include skateboards. Note that skateboarding is not absolutely prohibited, but is carefully restricted in order to prevent damage to the campus environment.

Ordinance 27.00 - Selling (page 29) has been revised so that 27.01 - Unauthorized Sales and Solicitations Prohibited, replaces the former 27.01, 27.03 and 27.04. With the changes, sales and solicitations are prohibited on University premises without an authorized permit provided by the Secretary of the Board or her designee. Other sections of 27.00 dealing with advertising are still under review.

Attached you will also find a set of central Selling and Solicitation Guidelines to govern the issuing of permits by the Secretary or her designee under Ordinance 27.00. All current on-site guidelines should be reviewed and revised as necessary to be congruent with these central guidelines. Those in charge of monitoring selling in various areas should forward a copy of current (revised) guidelines as soon as review is complete to the office of the Secretary of the Board. We will be in contact with Vice Presidential areas to update the list of those persons with delegated authority to grant permits on behalf of the Secretary of the Board. Questions can be directed to Carol Pride in the office of the Secretary of the Board of Trustees (3-4647).

NHP/cp
Attachments



SECRETARY OF THE
BOARD OF TRUSTEES

450 Administration Building
East Lansing, Michigan
48824-1046

517/353-4647
FAX: 517/355-4670

Selling and Solicitation Central Guidelines
Issued by the Secretary of the Board of Trustees
October 1996

In accordance with Michigan State University Ordinance 27.01, the Secretary of the Board of Trustees of Michigan State University promulgates these general standards concerning the grant of permits to sell or solicit sales or contributions on University premises:

1. Scope. Ordinance 27.01 and these standards do not apply (a) to University departments or divisions whose operations include sales or solicitations, (b) with respect to charitable solicitations in which the University participates as an institution or *de minimis* sales for charity by University employees or students who derive no personal financial gain from the sales, or (c) in connection with sales to the University.
2. Limitations.
 - (a) Permits will be granted only to (i) registered student organizations, living unit organizations, and major student governing groups, (ii) non-student University affiliated organizations, (iii) academic and administrative University units, (iv) groups selling or soliciting in conjunction with authorized activities at University facilities, and (v) vendors or suppliers with which the University has a contractual relationship, provided that a vendor or supplier which has entered into a formal contractual relationship with the University concerning sales or solicitation activities shall not be required to have a permit separate from an executed contract or purchase order, except for sales activities not described in the contract or purchase order.
 - (b) Permits will be granted only for sales or solicitation activities which (i) do not violate or conflict with University ordinances, guidelines, or regulations or other applicable laws or regulations, (ii) do not infringe upon the University's trademark or other intellectual property rights, (iii) do not result in a breach of University contracts or compete with University or University-contracted operations, (iv) do not jeopardize public or individual safety, (v) will be conducted by members of the organization holding the permit, and (vi) are covered by such insurance as may be deemed necessary by the University's Department of Risk Management and Insurance.
 - (c) Permits will not be granted for the sale of alcoholic beverages, tobacco products, or firearms.
3. Grant of Permits.
 - (a) Permits will be granted by the offices responsible for the proposed sale or solicitation location (see attached list). Each such responsible office (i) may prohibit sales entirely in all or a portion of its facility(s) or location(s) or in conjunction with a specified program or function or (ii) may establish additional standards specific to its facility(s) or area(s), which address time, place and manner restrictions and are approved by the Secretary of the Board of Trustees. To the extent that time and place restrictions result in a limited number of permits being available, permits shall be granted in the order applications are received by the appropriate office.
 - (b) Grant of a sales or solicitation permit shall imply neither approval nor disapproval of the purposes of the group, the activities conducted, the content of any materials distributed or any items being sold.