

Personal Electric Vehicles

POLICY: Use and Storage of Electric Scooters and Other Personal Electric Vehicles on Campus

Effective Date: August 15, 2022

I. Policy Statement

This policy establishes rules and procedures for the safe operation, storage, charging, and parking of electric scooters and other personal electric vehicles (e.g., electric skateboards, electric bicycles, hoverboards, etc.) on the University of Notre Dame campus. The purpose of this policy is to promote safety on the University campus while permitting students, faculty, staff, and visitors to benefit from the use of these devices. Personal Electric Vehicle users assume all risks associated with their operation of these vehicles on the Notre Dame Campus. This policy applies to all students, faculty, staff, and visitors. *This policy does not apply to 1) electric personal assistive mobility devices ([IC 9-13-2-49.3](#)); 2) motor vehicles ([IC 9-13-2-105](#)) as defined by Indiana law.*

II. Definitions

Personal Electric Vehicles – Electric foot scooter ([IC 9-13-2-48.2](#)), electric bicycles ([IC 9-13-2-48.2](#)), electric skateboards, hoverboards, and other electric vehicles used for personal transportation recognized under Indiana law. This policy does not apply to 1) electric personal assistive mobility devices ([IC 9-13-2-49.3](#)); or 2) motor vehicles ([IC 9-13-2-105](#)) as defined by Indiana law.

Consumer Product Safety Commission (CPSC) – A U.S. government agency that protects the American public from consumer products that create a potential hazard to safety, through education, safety standards, regulation, and enforcement.

Independent Testing Laboratory – A third-party, nationally-recognized laboratory accredited by the Consumer Product Safety Commission, which sets technical standards for product design and construction. Examples of independent testing laboratories are UL (formerly Underwriters Laboratories, Inc.) and ASTM International (formerly the American Society for Testing and Materials).

National Fire Protection Association (NFPA) – NFPA is a global, nonprofit organization devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards.

Notre Dame Campus includes any property owned, leased, or controlled by the University.

III. Policy Requirements and Prohibitions

Personal Electric Vehicle operation is subject to Indiana traffic regulations. Most regulations pertaining to bicycles also apply to the operation of these vehicles. Use of Personal Electric Vehicles is permitted on the University of Notre Dame Campus subject to Indiana laws and the following:

Operating Requirements

- 1) Personal Electric Vehicles used by faculty, staff, and students must be registered with the Notre Dame Police Department and clearly display and affix to the vehicle the appropriate registration label. Vehicles that do not bear registration labels may be ticketed or impounded.
- 2) Personal Electric Vehicle users must be sixteen (16) years of age or older.
- 3) Personal Electric Vehicle users must obey traffic and bike rules on campus, including stopping at stop signs.
- 4) Personal Electric Vehicle users must stay to the right on all roadways, crosswalks, pathways, and sidewalks. Pedestrians have the right of way.
- 5) Personal Electric Vehicle users must yield to pedestrians in walkways and sidewalks and provide audible or hand signals when approaching or passing pedestrians.
- 6) A front-facing white light and a rear-facing red light are required for operation in low-light conditions. These lights may be affixed to the vehicle or worn by the rider.
- 7) Personal Electric Vehicle users shall be mindful of their safety and the safety of others, and shall be alert to pedestrians and other vehicles.

Prohibitions

1. Personal Electric Vehicles may not be operated inside any University building.
2. Personal Electric Vehicles are not allowed inside University of Notre Dame academic or administrative buildings or athletics facilities, with the exception of dorm rooms or private offices.
3. Personal Electric Vehicle users shall not operate the vehicle while under the influence of alcohol and/or controlled substances.
4. Tandem riding or towing other persons on skateboards, roller skates or rollerblades, scooters, etc. is prohibited.
5. Personal Electric Vehicle users may not use cell phones, headphones, or earbuds when operating the vehicle.

Parking Requirements

1. Personal Electric Vehicles shall be parked upright or folded on hard outdoor surfaces and when possible attached to bike racks.
2. Personal Electric Vehicles shall not be parked in the following areas on the University of Notre Dame Campus:
 - a. inside any University academic or administrative building or athletics facility, with the exception of private offices;
 - b. in common areas or hallways of University housing buildings;
 - c. on a sidewalk;
 - d. on turf or flowerbeds or tied to trees;
 - e. in a street;
 - f. at the top or bottom of any stairs or steps;

- g. in any manner that blocks access to entrances or exits to buildings;
- h. in any manner than would impede access to wheelchair ramps;
- i. adjacent to or affixed to structures, architectural elements, or artwork including, but not limited to, handrails, fences, benches, light poles, sign poles, sculptures, etc.

Electric Charging Restrictions

1. The charging of Personal Electric Vehicles is restricted to residential rooms within University housing buildings and private offices.
2. The use of extension cords for charging Personal Electric Vehicles is prohibited.

Fire Safety Requirements

1. To minimize the risk of personal injury and property damage, Personal Electric Vehicles shall not be used, possessed, charged, and/or stored anywhere on the University of Notre Dame Campus unless they bear the seal of an independent testing laboratory accredited by the CPSC.
2. Personal Electric Vehicles may not be stored, parked or charged in common areas, stairways, or hallways of any University building.

Safety and Security Recommendations

1. Speed of Personal Electric Vehicles should be limited to ten (10) miles per hour or as reasonable for the traffic of both pedestrians and vehicles, whichever is less.
2. Personal Electric Vehicle users should avoid use in areas with heavy pedestrian traffic.
3. When not in use, Personal Electric Vehicles should be locked to a bike rack using a U-type lock.

Additional Restrictions

The University reserves the right to further limit or prohibit the use of Personal Electric Vehicles in order to preserve the safety of the University community.

IV. Policy Enforcement

Enforcement Procedures

All members of the Notre Dame community are expected to follow and help enforce this policy for the safety of the community. Building Managers, Building Services Staff, Rectors, Building Occupants, Risk Management & Safety, the Fire Department, etc. may move devices that are improperly parked/stored to the nearest bike rack. Notre Dame Police Department and its designees may impound and cite for parking or moving violations.

Any member of the Notre Dame community can refer a student to the Office of Community Standards or a faculty/staff member to their manager or Human Resources for unsafe operation or storage of a Personal Electric Vehicle. A referral should include the location of the occurrence, the name and/or detailed description of the person violating safety standards, a description of the violation and its impact, and photos/video evidence.

Violations and Penalties

1. **Students** found to be in violation of this policy may be subject to penalties imposed by (i) the Office of Community Standards; (ii) penalties imposed by the Notre Dame Police Department; and/or (iii) civil or criminal penalties.
2. **Employees** found to be in violation of this policy may be subject to penalties imposed by (i) the Office of Human Resources; (ii) penalties imposed by the Notre Dame Police Department; and/or (iii) civil or criminal penalties.
3. **Campus visitors** found to be in violation of this policy may be subject to penalties imposed by (i) penalties imposed by the Notre Dame Police Department; and/or (ii) civil or criminal penalties.
4. Impoundment
 - a. Any unattended Personal Electric Vehicle that presents a safety hazard or impedes pedestrian traffic may be impounded immediately without notice.
 - b. Any unattended Personal Electric Vehicle that is unregistered may be ticketed or impounded immediately without notice.
 - c. University of Notre Dame is not responsible for damage to a Personal Electric Vehicle that occurs during impoundment and has no responsibility or liability to replace or make compensation for such vehicles, their locks, or other accessories.
 - d. Impounded Personal Electric Vehicles must be collected by the owner within 90 days. After 90 days, they will be disposed of by the University.
 - e. Payment of an administrative fee up to \$100.00 will be required to retrieve an impounded vehicle.

V. Registration Process

Faculty, staff, and students must register their Personal Electric Vehicles and request a permit by completing the following steps:

1. Log in to insideND.
2. Search for "ParkND."
3. At the top of the screen, using the drop-down menu, click "Permits" and "Get Permits."
4. Select permit type "Bicycle/Scooter", read and agree to the statements, then click "Next>>"
5. Click "Add Bicycle/Scooter"
6. Enter the identifying information:
 - a. Type: "Bike/Electric Bike" OR "Scooter/E-Scooter"
 - b. Manufacturer: [brand of Personal Electric Vehicle]
 - c. Serial Number: [full serial number of Personal Electric Vehicle]
*This number must match the number provided in the photos.
 - d. Color: [primary color of Personal Electric Vehicle]

7. Upload a legible photo of the serial number, then click "Next>>".
8. Proceed through the following steps until you receive confirmation of your request. You will also receive a receipt via email.

Upon registration, the Notre Dame Police Department will verify the information, process the permit accordingly, and notify the faculty, staff, or student that their permit is ready for pick-up.

If you are unable to locate the serial number or if you have trouble registering online, you may register in-person at Hammes Mowbray Hall by bringing your Personal Electric Vehicle with you.

Indiana Code (Reference Only):

IC 9-13-2-49.2 "Electric bicycle"

Sec. 49.2. "Electric bicycle" means any bicycle that:

(1) is equipped with:

(A) fully operable pedals;

(B) an assistive, electric motor with a power output not greater than seven hundred fifty (750) watts; and

(2) meets the requirements of a Class 1, Class 2, or Class 3 electric bicycle.

As added by P.L.206-2019, SEC.6.

IC 9-13-2-49.3 "Electric personal assistive mobility device"

Sec. 49.3. "Electric personal assistive mobility device" means a self-balancing, two (2) nontandem wheeled device that is designed to transport only one (1) person and that has the following:

(1) An electric propulsion system with average power of seven hundred fifty (750) watts or one (1) horsepower.

(2) A maximum speed of less than twenty (20) miles per hour when operated on a paved level surface, when powered solely by the propulsion system referred to in subdivision (1), and when operated by an operator weighing one hundred seventy (170) pounds.

As added by P.L.143-2002, SEC.1.

IC 9-13-2-49.4 "Electric foot scooter"

Sec. 49.4. "Electric foot scooter" means a device:

(1) weighing not more than one hundred (100) pounds;

(2) designed to travel on not more than three (3) wheels in contact with the ground;

(3) with handlebars and a floorboard that the rider uses to stand on the device during operation; and

(4) powered by an electric motor that is capable of powering the device with or without human propulsion at a speed not more than twenty (20) miles per hour on a paved level surface.

The term does not include a motor driven cycle, motor vehicle, or motorcycle.

As added by P.L.142-2019, SEC.1.