



## **Pedestrian Safety Procedure**

### **1. Purpose**

1.1. To establish procedures to ensure the use of vehicles on the University of Notre Dame Campus is safe for pedestrians.

### **2. Scope**

2.1. This Procedure applies to vehicle use on Campus roadways and sidewalks.

### **3. Definitions**

3.1. Building Access Routes – Routes of travel described in Appendix A are for all types of vehicular traffic where a permit (standing or temporary) is required.

3.2. Emergency Response – The response to an incident by public safety personnel to mitigate the impact of an incident on human life and/or property.

3.3. Off Road Vehicle (ORV) – Any motor vehicle designed for or capable of cross-country travel on or immediately over land (sidewalk or roadway), water, sand, snow, ice, marsh, swampland, or other natural terrain. ORV vehicles include, but are not limited to, a multi-track or multi-wheel drive vehicle; an ATV; a motorcycle or related 2-wheel, 3-wheel, or 4-wheel vehicle; an amphibious machine; or other means of transportation deriving power from a source other than muscle or wind.

3.4. Sidewalk – A path with a hard surface designed for use by pedestrians

3.5. University Business – Business to include activities, responsibilities or operational functions that are required for the functioning of the University and performed by University personnel or individuals with a contractual arrangement with the University.

3.6. Vehicles – A motor vehicle with two or more axles designed to be propelled by gas or electricity. Motor vehicles include golf carts, passenger cars, pickups, trucks, and four and six wheeled all-terrain vehicles, such as Gators/Kubota's. It does not include motorized wheelchairs or scooters used by individuals with physical disabilities.

### **4. Responsibilities**

4.1. All individuals operating vehicles on campus are responsible for adhering to this procedure.

#### 4.2. University supervisors shall:

- Ensure employees under their responsibility who operate vehicles are informed and adhere to this procedure.
- Ensure contractors and vendors under their responsibility are informed of this procedure and are directed to adhere to it.

#### 4.3. ND Police (NDPD) shall:

- Implement the enforcement process.
- Provide routine communication of the program to internal and external stakeholders.
- In collaboration with Student Affairs, ensure students are informed of their responsibilities when operating vehicles on Campus.

#### 4.4 Transportation shall issue Permits for carts and off road vehicles for use on Campus and assign a registration number to each vehicle.

### 5. Sidewalk Safety

5.1. Only vehicles possessing a valid permit or exemption may operate on pedestrian sidewalks. All vehicles shall adhere to the approved sidewalk routes and permitting process, Section 5.3 (Refer to Appendix A – Building Access Routes). Vehicles operating on Campus sidewalks must be conducting University business.

#### 5.2. General vehicle procedures:

- Vehicles shall adhere to traffic regulations and shall travel no more than twenty (20) MPH on approved roadways.
- If granted a Standing or Temporary Permit, vehicles operating on sidewalks shall travel no greater than walking speed or the flow of pedestrian foot traffic when pedestrians are present. Vehicles shall not pass pedestrians and shall yield the right of way to pedestrians on sidewalks.
- No vehicle, moving or parked, may impede pedestrian movement or cause unsafe conditions on roadways, sidewalks, stairways or ramps.
- Non-permitted vehicles shall not park on sidewalks or grounds.
- Vehicles shall not impede access to building entrances or exits, ADA access ramps or fire lanes.
- All vehicles utilizing sidewalks with a Sidewalk Access Permit shall have vehicle hazard lights in operation at all times.
- All business vehicles utilizing sidewalks shall be clearly marked with the company name.
- Vehicle operators shall as possible keep the wheels of the vehicle on the pavement at all times.

### 5.3. Exceptions / No Permit Required

- Emergency response required by ND Fire Department or ND Police. Under normal circumstances, emergency lights and sirens are required.
- Special Events – Student move-in, student move-out, Game Day Activities or other Special Events as designated by the VP of Campus Safety. Contact NDPD for coordination.

### 5.4. Exceptions / Permit Required

- Standing Permit – Vehicles requiring routine sidewalk access on approved Building Access Routes (Appendix A) may request a Standing Permit for a specific vehicle type. Requests shall be submitted electronically to Parking Services through the [NDPD Parking and Traffic website](#). The Standing Permit (Annual and Permanent) shall be requested by the Department or Unit Director with approval from the Division VP, AVP or College Dean. Processing is through Parking Services as designated by the VP of Campus Safety. Standing Permits may be issued to ND vehicles for the life of the vehicle. The permit shall be displayed in the vehicle.
- Parking Services shall conduct an annual audit of the vehicles/permits by the end of the fiscal year (June 30). Non-ND vehicles shall be renewed annually, at the end of the fiscal year (June 30).
- Below are examples of instances requiring Standing Permits.
  - Landscape Services providing snow removal or actively conducting landscape services
  - General Services – Large deliveries and office/furniture moves
  - Building Services when utilizing large or heavy equipment necessary for building service (examples: carpet-cleaning machines mounted on vehicles and large equipment deliveries)
  - Auxiliary Operations, Campus Dining – Heavy equipment or large deliveries for special events or large events
  - Auxiliary Operations, St. Michael's Laundry – Delivery of student bundles and large linen deliveries for events.
  - Utilities & Maintenance
  - Vendor vehicles maintaining irrigation or similar services

Temporary Permit – Requests for temporary vehicle access to sidewalks shall be submitted electronically to Parking Services through the [NDPD Parking and Traffic website](#). Requests for vehicle access shall be made by a ND Director, ND Project Manager, or higher. The Permit shall be distinct and have an expiration date. Processing shall be completed by Parking Services. The requestor shall display this permit in the vehicle(s). Parking Services shall inform NDPD Dispatch of the approval. Permits shall be requested at least 24 hours in advance unless there are emergency circumstances.

6. Carts
  - 6.1. Carts shall adhere to the Building Access Routes, Appendix A.
  - 6.2. To operate a University owned cart, safety training is required for ND personnel. Training is available on the [Transportation Services website](#).
  - 6.3. Non-ND personnel shall not operate ND owned carts.
  - 6.4. Vendor carts, used for University business by non-University personnel – The department approving the vendor shall obtain the required permit and inform the vendor that they shall adhere to the approved Building Access Routes (Appendix A).
  - 6.5. Non-ND Personal Carts are not permitted on Campus.
  - 6.6. Carts shall adhere to the Game Day parking restrictions around and near the Stadium as outlined in Appendix B.
7. Off Road Vehicles (ORV)/Gators/Kubota's
  - 7.1. For the purpose of this procedure, Off Road Vehicles (ORV) are not classified as a cart (golf or otherwise). ORV's shall not travel on sidewalks unless the vehicle has been issued a permit and the operator adheres to the requirements outlined in Section 6.
8. Enforcement
  - 8.1. NDPD shall patrol Campus walkways and take the appropriate enforcement action if violations are noted.
  - 8.2. Violators are subject to citations and monetary penalties issued by NDPD.
  - 8.3. ND repeat violators may lose driving privileges on Campus.
  - 8.4. Non-ND repeat violators may be banned from operating vehicles on Campus.
9. Reporting Concerns
  - 9.1 For immediate pedestrian safety and vehicle access concerns, contact ND Dispatch at 574-631-5555 or 1-911 (Campus phone).
  - 9.2 For questions or general issues email to [police@nd.edu](mailto:police@nd.edu).
10. Employee Training and Communication
  - 10.1. Communication shall be routinely made via established methods, e.g., ND Observer, email, etc.
  - 10.2. All persons using golf carts shall take the [Golf Cart Training through Transportation Services](#).



### Revision History Table

History	Effective Date
Pedestrian Safety Procedure Developed	May 2018
Pedestrian Safety Procedure Revision	December 2019

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Pedestrian Safety Procedure (Safe 15)  
Owner: Chief NDPD

**Appendix A  
Building Access Routes**

*Red Font Indicates Buildings Requiring Sidewalk Access*

<b>Location</b>	<b>Access</b>
Admissions Building (Main Building)	Road Access From Sorin Circle
Alumni Association / Eck Visitors Center	Access From Road on South Side
(Old) Alumni Field (Soccer)	Service Road South of Stadium - From Leahy Drive
<b>Alumni Hall</b>	<b>West on Access Road From Main Circle to SE Side of Dillon Hall - Sidewalk to SE Side of Alumni Hall</b>
Alumni Stadium (Soccer)	Service Road South of Stadium -From Leahy Drive
The Annex (Father Collins)	Front Door or Loading Dock - From St. Mary's Road
Arlotta Stadium (Lacrosse)	Service Road South of Stadium - From Leahy Drive
Athletic and Convocation Center (Joyce Center)	Docks at Gate 5 or Gate 6 - Access From Leahy Drive
Ave Maria Press	Road Access From Parking Lot
<b>Badin Hall</b>	<b>Sidewalk Access Required - Access From Parking Lot East of Walsh Hall</b>
(Ricci) Band Rehearsal Hall	Drive Access at North Side of Ricci Hall - From Leahy Drive
Basilica of the Sacred Heart	Road Access at Front of Basilica - From Corby Drive
Beichner Community Center	Accessible From Parking Lot
Biolchini Hall of Law	Road Access From Notre Dame Avenue or Main Circle
Boat House	Access Road From Holy Cross Drive - West of Power Plant
Bond Hall (Architecture)	Access Road From Holy Cross Drive
(Hammes Notre Dame) Bookstore	West Loading Dock
Breen-Phillips Hall	Road Access From St. Joseph Drive
Brownson Hall	Access From Sorin Court
Burke Golf Course (9-Hole)	Access Point at Holy Cross Drive and Dorr Road
Carole Sandner Hall	Access From Grotto Parking Lot
Carroll Hall	Access From Carroll Drive
Cavanaugh Hall	Road Access From Cavanaugh Drive
Cedar Grove Cemetery	Access on West Side From Holy Cross Drive
Center for Culinary Excellence	Dock on East Side of Center for Culinary Excellence
Coleman-Morse Center	Accessible From East Side Lot - From Corby Drive
Columba Hall	Front Door or Loading Dock -From St. Mary's Road



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<b>Location</b>	<b>Access</b>
Compton Family Ice Arena	Southwest Loading Dock - From Joyce Drive
<b>Corbett Family Hall</b>	<b>Sidewalk Access – From Moose Krause Circle</b>
Corby Hall	Access From Northwest Parking Lot - From Corby Drive
Courtney Tennis Center	Access From Courtney Drive
<b>Crowley Hall of Music</b>	<b>Sidewalk Access - From Cavanaugh Drive</b>
Cushing Hall of Engineering	Accessible From East Parking Lot (Snite Museum) - From Moose Krause North
<b>DeBartolo Hall</b>	<b>Sidewalk Access - From Eddy Street near South Service Tunnel</b>
DeBartolo Performing Arts Center	East Dock - Access From Eddy Street
Decio Faculty Hall	Accessible From St. Joseph Drive
Dillon Hall	Roadway Leading From West Side of Main Circle To Dock on Southeast Side of Dillon Hall
Duncan Hall	Access From West Lot of Duncan Hall - From Holy Cross Drive
Duncan Student Center	From South Delivery Tunnel
<b>Dunne Hall</b>	<b>Parking Lot Behind Grace Hall / Sidewalk Access From Holy Cross Drive</b>
Early Childhood Development Center	Road Access From Bulla Road
East Gate	Access From Holy Cross Drive - East of Notre Dame Avenue
Eck Baseball Stadium	Baseball Lot - From Leahy Drive
Eck Batting Cage Building	Access From Baseball Parking Lot
Eck Hall of Law	Accessible From Parking Lot on South Side of Eck Law - From Notre Dame Avenue
Eck North Field	Road Access From Courtney Lane
Eck South Field	Access From Service Road South of Field - From Leahy Drive
Eck Tennis Pavilion	Front Entrance or Back Dock -From Courtney Lane
Eck Visitors Center / Alumni Association	Access Road on South Side of Eck Visitor Center - From Notre Dame Avenue
Facilities Building	North Dock - Access From St. Joseph Drive
Facilities / Maintenance Center	South Dock - Assess From St. Joseph Drive
Farley Hall	Road Access From St. Joseph Drive
Fieldhouse Mall	Road Access at Front of Basilica - From Corby Drive

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(Thomas Coleman) Fire Station	Northwest Overhead Door -From Holy Cross Drive
First Year of Studies (Coleman-Morse)	Accessible From East Side Lot - From Corby Drive
Fischer Graduate Community Center	Road Access
Fischer Graduate Residences	Parking Lots in Area
Fischer Visiting Faculty Apartments	Parking Lots in Area
Fisher Hall	Parking Lot Access - Roadway from Holy Cross Drive
Fitzpatrick Hall of Engineering	Accessible From East Parking Lot (Snite Museum) - From Moose Krause North
<b>Flaherty Hall</b>	<b>Access From Library Circle - Sidewalk Access From Library Circle</b>
Flanner Hall	West Drive - Access From St. Joseph Drive
Freimann Life Science Center	Access Road From Moose Krause North - Southeast Side of Building
Galvin Life Sciences Center	Loading Dock - From Moose Krause North
Geddes Hall (Institute for Church Life, Center for Social Concerns)	Road Access From St. Joseph Drive
Grace Hall	North Loading Area at East end of Circle - From Holy Cross Drive
Graduate School (Main Building)	Road Access From Sorin Circle
<b>Grotto of Our Lady of Lourdes</b>	<b>Accessible From Holy Cross Drive and Corby Hall Parking Lot</b>
Guglielmino Athletics Complex	Southeast Dock - From Courtney Lane
Haggar Hall	Northwest Door - From St. Liam Parking Lot (East)
Hammes Mowbray Hall (Security Police, Post Office)	Parking Lot on North Side - From Stepan Drive
Hammes Notre Dame Bookstore	West Loading Dock
Harper Hall	Parking Lot Access on South Side
Harris Family Track and Field Facility	Southwest Front Door - From Leahy Drive
<b>Hayes-Healy Center</b>	<b>Sidewalk Access Only - North Side of Hayes-Healy Center</b>
Health Services (St. Liam Hall)	Access From Saint Liam's Parking Lot
Hesburgh Center for International Studies (Kroc Institute/Kellogg Institute)	West parking Lot - From Notre Dame Avenue

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Hesburgh Library	Access From Dock or Library Circle
Hessert Aerospace Research Center	North Overhead Doors - From St. Joseph Drive
Holy Cross Cemetery	Roadway Access
Holy Cross House	East Dock - Access From Holy Cross House Lot (Moreau Drive)
Howard Hall	Parking Lot Access on Northwest Side - From Holy Cross Drive
Huddle (LaFortune Food Court)	Road Access From Cavanaugh Drive
<b>Hurley Hall (Science)</b>	<b>Sidewalk Access Only - Access from Cavanaugh Drive</b>
Information Technology Center	Southeast Dock - From Library Circle
Innovation Park	Roadway Access
Investment Office	Parking Lot Access - Eddy Street Commons
Isis Gallery (O'Shaughnessy Hall)	Roadway Access From Saint Joseph Drive - East Side of O'Shaughnessy Hall
Jenkins Hall	Access From Holy Cross Drive - East of Notre Dame Avenue
Jordan Hall of Science	Loading Dock - From Leahy Drive
Joyce Center	Docks at Gate 5 or Gate 6 - From Leahy Drive
Keenan Hall	Road Access From Saint Liam's Parking Lot
Keough Hall	Northeast Parking Lot - From Notre Dame - West on Access Road From Main Circle
Knights of Columbus Council Hall	Access From Corby Drive
<b>Knott Hall</b>	<b>Access From Library Circle - Sidewalk Access From Library Circle</b>
LaBar Practice Complex	Roadway Access From Corner of Leahy Drive and Courtney Lane
LaFortune Student Center / Huddle	Road Access From Cavanaugh Drive
(St. Michael's) Laundry	Parking Lot Access
Laundry Pick-Up Center (St. Michael's Laundry)	Overhead Door - From Saint Liam Parking Lot (Holy Cross Drive)
Legends	Accessible From South Loading Area, Front Access Drive - From Eddy Street
Lewis Hall	Front Door (Sorin Court) or Back Lot (Holy Cross Drive)
Loftus Sports Center	Drive East of Tennis Courts - From Courtney Lane
Log Chapel	Access Road From Holy Cross Drive

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<b>Location</b>	<b>Access</b>
Lyons Hall	Parking Lot Access - West Side of Lyons Hall
Mail Distribution Center	West Overhead Door - From Saint Liam Parking Lot (Holy Cross Drive)
Main Building	Road Access From Sorin Circle
Malloy Hall	Road Access From Saint Joseph's Drive on West Side
Mason Support Services Center	Parking Lot and Dock Access
McCourtney Hall	Access From Library Parking Lot to East side of McCourtney Hall
McGlenn Hall	North Parking Lot - From Holy Cross Drive to Service Road North of Duncan Hall
McKenna Hall (Notre Dame Conference Center)	North or Northeast Parking Lot - From Notre Dame Avenue
<b>Melissa Cook Stadium (Softball)</b>	<b>Sidewalk From Baseball Lot - Access From Leahy Drive</b>
<b>Mendoza College of Business</b>	<b>Sidewalk Access From East Side of Mendoza</b>
Meyo Field	Access From Southwest Parking Lot - From Courtney lane
Moreau Seminary	Parking Lot Access
Morris Inn	West Dock - Access From Notre Dame - West on Access Road From Main Circle
Morrissey Hall	Driveway Access on East Side - From Holy Cross Drive
Multidisciplinary Research Building	North Overhead Door - From St. Joseph Drive
Nanovic Hall	Access From Holy Cross Drive - East of Notre Dame Avenue
Nieuwland Science Hall	Road Access From Cavanaugh Drive
North Dining Hall	North Dock - Access From St. Joseph Drive
Notre Dame Conference Center (McKenna Hall)	North or Northeast Parking Lot - From Notre Dame Avenue
Notre Dame Federal Credit Union	Access From Parking Lot
Notre Dame Stadium	Access From Loading Dock - Southwest Side of Stadium
O'Hara-Grace Graduate Residences	Access From Bulla Road
Old College	Access Road From Holy Cross Drive
O'Neill Hall	West Parking Lot - From Holy Cross Drive to Service Road North of Duncan Hall
O'Neill Family Hall (Residence Hall)	North Parking Lot - From Holy Cross Drive to Service Road North of Duncan Hall
O'Shaughnessy Hall (Arts &	Roadway Access From Saint Joseph Drive - East Side of

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Letters)	O'Shaughnessy Hall
Our Lady of Fatima House and Shrine	Parking Lot Access - Access From SR 933
Pangborn Hall	Parking Lot Access at Northwest Side of Building - From Holy Cross Drive
Paris House (Marital Therapy and Research Clinic)	Parking Lot Access on West Side of Building
Pasquerilla Center (ROTC)	Delivery Area on East side - From Library Circle
<b>Pasquerilla Hall East</b>	<b>Sidewalk Access - Parking Lot Behind Grace Hall or Sidewalk Access From Holy Cross Drive</b>
Pasquerilla Hall West	Road Access From St. Joseph Drive
Post Office	North Loading Dock - From Stepan Drive
Power Plant	Dock -Access From St. Joseph's Drive
<b>Presbytery</b>	<b>Sidewalk Access - From Basilica or Sorin Court</b>
Province Archives Center	Roadway Access
Raclin-Carmichael Hall	Parking Lot Access on South Side
Radiation Research Building	Roadway Access To West Dock - From Saint Joseph Drive
Reyniers Life Annex	Roadway Access
Reyniers Life Building	Roadway Access
Ricci Band Rehearsal Hall	Roadway Access From Leahy Drive (East) and Access Road to North
Ricci Family Fields	North Access Drive - From Leahy Drive
Riley Hall of Art and Design	Access From Dock on North - From Saint Joseph Drive
Rockne Memorial	Roadway Access From Holy Cross Drive
Rolfs Aquatic Center	Area of JACC Gate 5 - From Moose Krause North
Rolfs Family All-Season Golf Facility	Roadway Access From Douglas Road
Rolfs Sports Recreation Center	Southwest Dock - From Moose Krause North
Ryan Hall	Access From West Bookstore Parking Lot
Sacred Heart Parish Center	Front Door - From Moreau Drive
Sara Bea Learning Center	Front Door - From St. Liam Parking Lot (Holy Cross Drive)
Sculpture Park	Roadway Access
Security Police Department	Access From North Parking Lot - From Stepan Drive
Siegfried Hall	Road Access From St. Joseph Drive
Snite Museum of Art	Access From West Lot - From Moose Krause North

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Solitude of St. Joseph (Columba Hall)	Roadway Access From Saint Mary's Road
Sorin Hall	Road Access To West Parking Lot - From Corby Drive
South Dining Hall/Reckers	Access From West Dock - Holy Cross Drive to Access Road
St. Edward's Hall	Access From Saint Liam's Parking Lot
St. Liam Hall	Southeast Door - Access From St. Liam Parking Lot (Holy Cross Drive)
St. Michael's Laundry	Roadway Access From Saint Joseph Drive
Stanford Hall	Southwest Door - Access From St. Liam Parking Lot (Holy Cross Drive)
Stayer Center for Executive Education	South Parking Lot - From Eddy Street
Stepan Center	East Side of Stepan center - From Stepan Drive
Stepan Chemistry Hall	Road Access From Cavanaugh Drive & St. Joseph Drive
Stinson Field (Rugby)	Access From Rugby Lot - From Stepan Drive
Stinson-Remick Hall	Northwest Loading Area - From Notre Dame Avenue
Student Center (LaFortune)	Road Access From Cavanaugh Drive
Telecommunications	Roadway Access From Dorr Road
Tennis Courts	Roadway Access From Courtney Lane
Track and Field	Roadway access From Leahy Drive
University Village	Roadway Access
Visitation Hall	Sidewalk Access - From Sorin Court
Walsh Hall	Access From Corby Drive
Warren Golf Course	Roadway Access
Washington Hall	Roadway Access From Cavanaugh Drive
Wellness Center	West Parking Lot - From Wilson Drive or Bulla Road
Welsh Family Hall	Northeast Parking Lot - From Notre Dame - West on Access Road From Main Circle
West Lake Hall/Design Studio	Roadway Access
White Field Research Facility	Roadway Access
Wilson Commons	Bulla Road or Fisher Grad Parking Lot East of Wilson Commons
Zahm Hall	Road Access From Saint Liam's Parking Lot

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## Appendix B Game Day Golf Cart Parking

