

Bicycles & Personal Mobility Devices

Definition and Purpose

Parking and Transportation Services (PTS) encourages students, faculty, and staff to travel to, from, and within campus by some form of alternative transportation, including bicycles and personal mobility devices (PMDs) to reduce traffic congestion, limit the need for automobile parking, and preserve the environment.

The following guidelines outline the standards set forth in [Georgia Tech's Bicycles and Personal Mobility Devices Policy](#).

Rules and Regulations

- Bicycle operation
 - Bicycles are defined as vehicles per Georgia state law and riders share the same rights and responsibilities as other vehicle drivers.
- Bicycle parking
 - Bicycles may be parked on campus at bike racks only. Bicycles locked to trees, railings, signs and other non-bike rack apparatus may be removed, particularly if blocking access and/or creating a hazard.
 - Bicycles blocking the flow of traffic or other access may be tagged as an obstruction by authorized personnel. If the bicycle is not moved within 24 hours, it may be impounded and stored in accordance with the Abandoned Bicycles process as set forth herein.
 - Whenever any bicycle is found in violation of Bicycle and PMD Policy, and removal of the bicycle is required as set forth therein, any Institute personnel authorized to enforce the policy may use whatever reasonable measures necessary to move, alter or remove any part or component of the bicycle. See Impounded Bicycles section of these procedures.
 - Dockless bicycles are not required to be locked to bike racks but should not be locked to other objects such as trees, railings, signs, etc. They should be parked near bike racks and may not be parked in a way that blocks access for pedestrians or vehicles, nor blocks access to buildings or other destinations
- Impounded bicycles
 - Impounded bicycle refers to a bicycle removed (confiscated by Georgia Tech) in an immediate timeframe because of a space violation. (Examples include a bicycle removed from a handrail or otherwise blocking access or creating a hazard).
 - Bicycles blocking emergency access may be impounded immediately upon discovery of their placement, including the removal of any locking mechanisms.
 - Bicycles removed in accordance with the Bicycle and PMD Policy will be held for a period of at least thirty (30) calendar days.
 - Georgia Tech Police Department (GTPD) will attempt to identify and notify the owner. If this is not possible and the bicycle is not claimed within this time frame, the bicycle will be considered abandoned and donated for recirculation to the GT campus community.
 - If a bike is impounded and is misplaced or stolen during storage or otherwise cannot be located, the removing department or organization will be responsible for reimbursing the claimant equal to the cost of replacement, not current value, of that bicycle or similar. Georgia Tech, and in accordance with applicable regulations of Georgia Department of Administrative Services (DOAS), will determine the actual cash value of the same or similar bikes and the lowest such cost will be reimbursed.
 - The Institute will store any bicycles impounded in accordance with the abandoned bicycle process set forth herein.

- Abandoned bicycles
 - GTPD and/or PTS personnel shall conduct sweeps (no less than once every year) for abandoned bicycles. During these sweeps, personnel shall tag bicycles with temporary tags that clearly state that the bicycle is being marked as potentially abandoned, as well as the date of planned removal (to be at least 30 days after tagging).
 - Authorized personnel may also elect to inspect and potentially tag bicycles at any time the bicycle is in violation of the Bicycle & PMD policy, or in response to requests from any member of the Georgia Tech campus community (i.e. students, faculty or staff) or upon viewing bicycles that appear to be abandoned or in violation of the policy.
 - Bicycles tagged will have their description and location recorded; the location may be provided to all parties to the abandoned bicycle removal process.
 - Abandoned bicycles are to be checked against the GTPD bike registration database, and any identified owners will be notified to retrieve their bike at the location and convenience of GTPD or PTS personnel.
 - After an additional period (of at least thirty (30) days after their removal date), unclaimed bicycles may be donated to the campus bike shop or other entity for recirculation to the GT community.
- Dockless and shared bicycles
 - Dockless bicycles are not required to be locked to bike racks but should not be locked to other objects such as trees, railings, signs, etc. They should be parked near bike racks and may not be parked in a way that blocks access for pedestrians or vehicles, nor blocks access to buildings or other destinations.
 - Bike share bicycles should be locked to their company bike stations/docks whenever possible; otherwise they may be locked to campus bike racks. They shall not be parked in a way that blocks access for pedestrians or vehicles, nor blocks access to buildings or other destinations.
- PMD operation
 - Persons with personal mobility devices, such as dockless electric scooters and similar non-bicycle shared-vehicles from programs not managed by or officially contracted with Georgia Tech, are expected to abide by their company's regulations and any applicable Georgia Tech rules, guidelines and/or policies.
- PMD parking
 - Shared personal mobility devices in violation of the Bicycle and PMD Policy may be removed by GT and disposed of as necessary if companies don't claim the vehicles after GT has made three attempts to contact the company.
 - PTS may, but is not required to, contact companies of shared PMDs blocking access or otherwise parked unlawfully to request removal of their vehicles.
 - PMDs removed by GT may be retrieved by companies upon notice by PTS.
 - Non-shared PMDs parked improperly, appearing to be abandoned on GT campus or in violation of the Bicycle and PMD Policy may be removed by GT and may be disposed of as necessary if owner does not contact PTS or GTPD within two weeks after date of removal.
 - Persons or companies wishing to contact GT with questions about retrieval may email commute@gatech.edu.
- Improperly Parked Bicycle & PMDs

- The Georgia Tech Police Department (GTPD), Parking and Transportation Services (PTS) or Facilities Management may move, relocate, immobilize, or impound any bicycle which:
 - Is parked in violation of any section of the Bicycle/PMD Policy or of these procedures
 - Is abandoned as defined in the Bicycle and PMD Policy; or
 - Appears to be abandoned as evidenced by signs of disuse or neglect, including, but not limited to, missing components, chains seized by rust, or accumulation of wildlife
 - Has been tagged for the requisite number of days; or
 - Has been reported as stolen to any law enforcement agency.

Restrictions

- GTPD and PTS may also conduct sweeps for abandoned bicycles after the conclusion of semesters or when otherwise deemed necessary. GTPD and PTS may also enlist volunteers to perform such sweeps.
- Any bicycles which are tagged for removal will be inventoried and their serial number, make, and model will be recorded and maintained by GTPD for potential return to owner as earlier stated herein.
- PTS may store unclaimed bicycles or have them stored at a designated location in accordance applicable Georgia Tech policies. Such bicycles shall be held no less than the minimum time required by applicable policy at a location determined by PTS. Subject to PTS approval and provided the bicycles are transferred and stored according to applicable Georgia Tech policies, another Georgia Tech department or organization approved by PTS or GTPD may transfer and store such bicycles.
- After expiration of the minimum required holding time thirty (30) days, PTS may donate all unclaimed bicycles to the campus bike shop or other entity for recirculation to the GT community.
- GTPD is responsible for enforcing all applicable laws of the State of Georgia pertaining to bicycle and PMD operation and applicable Georgia Tech policies governing bicycle or PMD operation.

References

State of Georgia motor vehicle laws
 Georgia Tech Bicycle and PMD Use policy
 Georgia Tech Police bike registration website <http://police.gatech.edu/crime-prevention/safety-tips/bicycle>

Effective Date	February 28, 2013
Last Revised	July 15, 2021
Review Date	July 15, 2021