

# Special Events on Colorado State Highways

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## *Guidelines for Event Organizers*

Prepared for:



**COLORADO**  
Department of  
Transportation



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## Definitions

**Closed Circuit:** A race course completely closed to traffic, most often used in criteriums or shorter lap road races.

**Closure:** A CSP/CDOT-approved blockage of a shoulder, lane(s), or entire roadway with traffic control devices (and law enforcement as necessary) for the purposes of safely conveying a mobile event.

**Colorado Department of Transportation (CDOT):** The state-level agency that administers and maintains the state highway and freeway network, including oversight of most construction and maintenance projects and special events on or impacting state highways.

**Colorado State Patrol (CSP):** The state-level law enforcement organization responsible for enforcing traffic laws on state highways; CSP is the first point-of-contact for all special event permit applications.

**Dropped Rider:** A cyclist who cannot keep up with the pace of the peloton. In most cycling events, a rider who drops behind the race caravan (rolling enclosure) is obligated to follow all Rules of the Road or may be removed from the event by race officials.

**Emergency Response Plan:** A plan prepared pre-event documenting temporary emergency response for the event, available resources, and emergency communications, as well as impacts to existing (non-event-related) emergency services.

**Enclosure/Race Caravan:** A form of traffic control where escort vehicles lead and follow a group of bicycle racers, enclosing the group as it moves along the roadway and allocating the occupied section of the roadway for their exclusive use. Racers inside the enclosure are not required to follow the normal Rules of the Road, but are not allowed to cross the center line unless the entire road is traffic-controlled.

**Escort Vehicles:** Motor vehicles (and/or potentially motorcycles in larger events) used to designate the front and back of a mobile event and identified by signs and rotating or flashing amber lights. In some events, a police escort may precede the lead escort vehicle.

**Flagger:** Traffic control personnel specially trained in traffic direction and equipped with high-visibility clothing and flags/paddles. Note that only law enforcement can direct traffic to disregard intersection control.

**Marshal:** A member of the event staff who has responsibility for course safety and crowd and participant control duties at stop- or signal-controlled intersections.

**Manual on Uniform Traffic Control Devices (MUTCD):** A Federal Highway Administration manual that contains the basic principles and standards that govern the design and use of traffic control devices for all streets and highways open to the public.



**Neutralizing a Race:** Temporarily suspending a cycling event, often accomplished by slowing the racers and confining the race to a small portion of the road. This is often done to allow safe passing of the peloton by other traffic or other races on the road.

**Peloton:** The main group of riders in a cycling event who ride closely together (i.e., draft other cyclists) to reduce drag and conserve energy.

**Race Officials:** Event staff responsible for enforcing adherence of the race to the regulations of the sanctioning organization and the terms of any applicable special event permits; specific roles include referee, chief referee, and motor official.

**Rules of the Road:** The Rules of the Road are a body of state laws (CRS § 42-4-1412) that govern the operation of vehicles, including bicycles, on public roadways.

**SAG Wagon:** A support vehicle that provides food and gear for cyclists and transports fatigued/injured riders and disabled bicycles; SAG stands for “support and gear.”

**Sanctioning Organization:** The international or national governing body for certain racing events, which may develop rules for how a racing event may be run and provide insurance for event organizers.

**Support Vehicle:** A part of the race caravan that provides mechanical (spare wheels, replacement bicycles, etc.) or medical support for racers. These vehicles operate within the established race enclosure under the direction of race officials.

**Traffic Control Plan (TCP):** A detailed engineering plan showing road or lane closures, all related cones, barriers, and signage and their specific locations, staff placement, etc.; also known as Method of Handling Traffic (MHT) plans

## Guidelines Terms

The following terms are used throughout these guidelines to describe when certain conditions, procedures, standards, or other items are needed:

**Must:** Must is a mandatory condition; requirements stipulated by “must” need to be met in order to stage an event.

**Should:** Should is an advisory condition to be followed unless there is a well-documented reason not to; requirements stipulated by “should” are recommended but not mandatory.

**May:** May is an advisory condition.



## Introduction

Colorado's beautiful scenery and active lifestyle make it an exciting state to host special outdoor events. Each year, Colorado is home to hundreds of special events such as golf tournaments, concerts, ski events, bicycle rides and races, running events, and more.

The Colorado Department of Transportation (CDOT) and the Colorado State Patrol (CSP) recognize the need for these events to use the state transportation system because of its accessibility, its proximity to many of Colorado's popular destinations, and its ease of use.

While a positive and safe experience is important for event participants, a positive experience is also important to others who may also be affected by the event including the motoring public, property owners, spectators, additional road users, and others.

CDOT and CSP have a mission of transportation safety and efficiency for all users including pedestrians, bicyclists, motorists, and special users. This guideline has been developed to assist special event organizers in meeting CSP and CDOT requirements, to follow all applicable state laws, and ultimately to create a safe experience for all users of the state transportation system.

Any event affecting roads throughout the state must be approved and permitted by CSP, CDOT, and local agencies where the event is held. This guide offers procedures to provide for a safe event with the least disruption for other road users.







## Who Needs a Permit

Per Colorado Revised Statutes 24-33.5-226 (May 2018):

*[H]ighways or designated portions of highways may be partially or completely closed or restricted for the purpose of conducting athletic or special events thereon or for the purpose of ensuring the safe and efficient movement of traffic to and from or around an athletic event or special event which is in such proximity to a highway that the event or any traffic attendant thereto will have a significant effect on the normal traffic flow.*

Further, the Colorado State Patrol is authorized to require a permit application, fees, insurance, and coordination with local agencies for any such closures.

Your event likely needs a special event permit if you meet any one or more of the following:

- Any athletic or special event on state highways that requires any type of lane or road closure or impact; impacts to state highways include any encroachments, placement of traffic control devices, or sufficiently close proximity that resulting event traffic significantly affects normal traffic flow
- Any event that modifies the operation of intersection traffic control (e.g., changing the operation of an existing STOP sign or traffic signal)
- Any event that may create a significant disruption to the motoring public

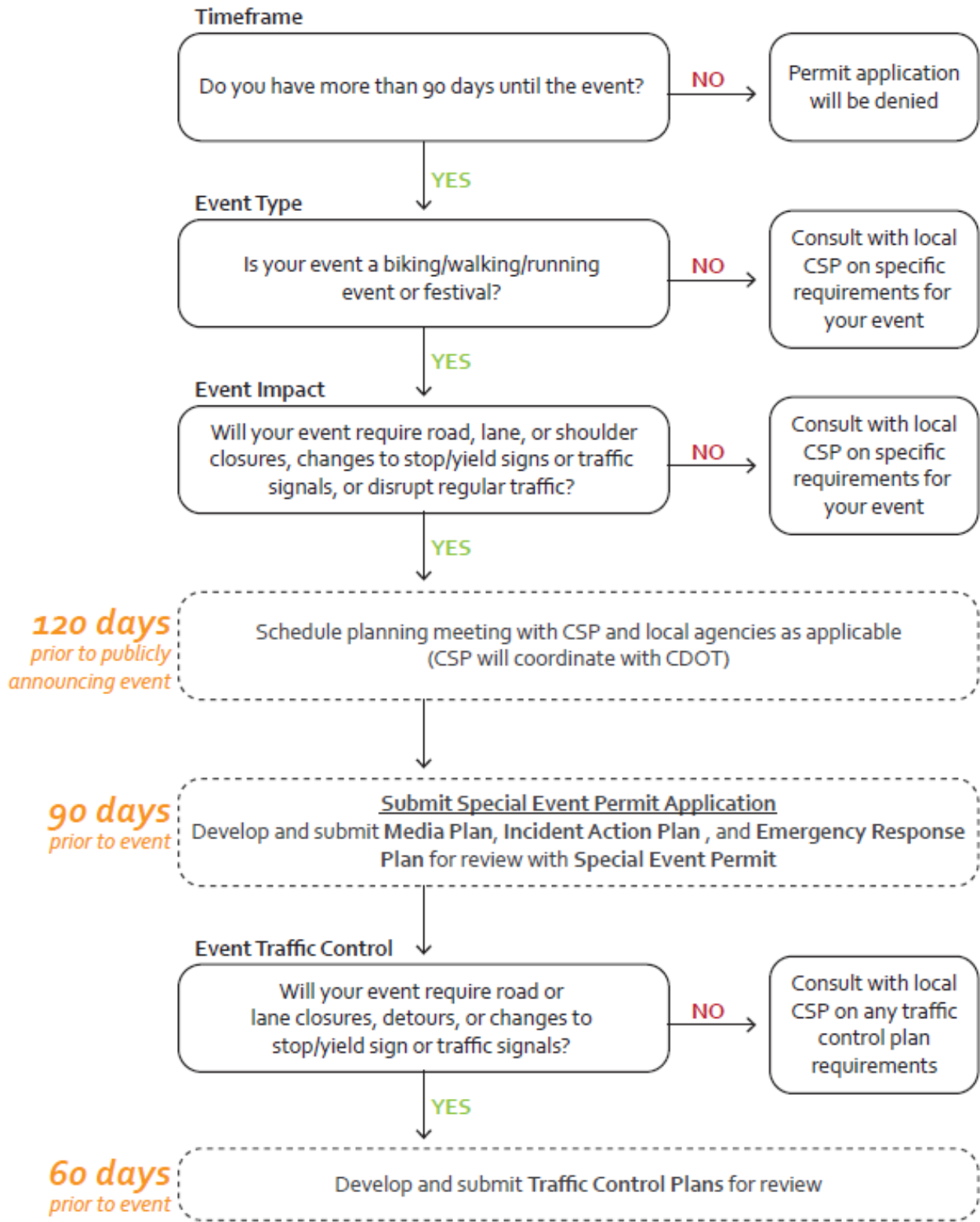
Special event permits are often required for athletic events – bicycling, walking, and running events – as well as other events which impact the state highway network – filming, sports tournaments, air shows, parades, religious observances, festivals, and fairs. Figure 1 depicts a high-level flowchart for the special event permit process. For any events not fully covered in these guidelines, contact the Special Events Unit at CSP Headquarters for additional guidance.







Figure 1: Special Event Permit Flowchart





## Types of Events

### Bicycle Races

#### Road Races

Road races are mass start events, traveling one large distance circuit, repeated shorter circuits of varying distances, or a point-to-point route. Route selection should include considerations for road width, time of day (avoid school bus routes, construction, and peak traffic hours), traffic volumes, number of intersections, and a safe start/finish location. Bicyclists may travel in large groups (pelotons) which fill the lane of traffic. Organizers should provide front and rear escort vehicles for the peloton on major races. Intersections, for which the race route does not have the right-of-way, should be controlled to give racers priority so that the race never stops. Race officials often disqualify racers from the event if they cross the centerline of the road on non-closed circuit events. Racers who lose contact with the peloton and fall behind the rear escort vehicle must revert to following all traffic rules.



#### Gran Fondo

Gran Fondos are similar to road races with an *en masse* start and police escort or roadway closure for the first segment (often 3-5 miles). Typically, the race then reverts to Rules of the Road (see Appendix D: Colorado Rules of the Road) beyond the first segment.

#### Time Trials

Time trials are events in which individuals or small teams of riders separately ride the same route and distance (usually an out-and-back or circuit course). The riders are started at preset intervals of 15 seconds to 3 minutes which spreads riders throughout the course. Course selection should reflect a road with few intersections with other roads, a wide shoulder, a safe turn around and a smooth road surface. Drafting (riding close behind another rider) is not allowed so bicyclists passing one another in the “bump-out lane” may ride side by side for a longer length of time than a normal pass. Being a race against the clock, law enforcement may give priority at intersections to racers.





### **criteriums**

Criteriums are massed start, high speed events where riders race multiple laps around a closed-circuit course in a pack to compete for finish order. Most criteriums are usually held on urban or suburban closed streets forming a circular course of varying length. Route selection should include consideration for minimizing impact on homes and businesses along the route, smooth road surface, and spectator access. On a closed course, riders travel in a peloton at times filling all lanes of traffic.

### **Stage Races**

Stage races combine several types of bicycle races into one multiple-stage event, generally scheduled over a period of two or more days. Stage races commonly include road races, time trials, and criteriums.

### **Mountain Bike Races**

Mountain bike races can be a combination of on- and off-road racing along paved or dirt roads and trails. Generally, the road portion is operated similar to a road race. However, depending on the timing of this portion, it may be more like a time trial, resulting in riders travelling alone or in small groups. Only mountain bike races which include a portion of a state highway are addressed by these guidelines. Race organizers should check with the jurisdiction(s) that oversees the lands being used for the race (i.e., Bureau of Land Management, U.S. Forest Service, County Parks & Rec, etc.).

### **Multisport & Non-Bicycle Races**

While bicycle races often impact longer lengths of roadway, multisport and non-bicycle races also may be held on the highway network. Unlike bicycle races, these events typically do not have tight competitor groupings, but instead consist of a larger number of independent competitors moving at various speeds on the course.

### **Duathlons/Triathlons**

Duathlons/Triathlons are multisport races generally containing a combination of bicycling, running, and/or swimming. Most operate similar to a time trial bicycle race with no drafting permitted and competitors spread throughout the course. A transition zone(s) from one sport to another is a general requirement in addition to start/finish areas, and should be located such as not to impact traffic.

### **Running Races/Walking Events**

Running and walking events are very diverse and can range in distances from 5k fun runs to 100 mile ultramarathons. They can be out-and-back, point-to-point, or circuit courses. Based on race size, they can be a mass start or wave start based on expected finish times. When the course utilizes a roadway, a wide shoulder or at least one lane is generally allocated in each direction for the participants.

### **Adventure Races**

These races consist of individual or teams of competitors who race using a variety of transportation means on trails, rivers, rocks, and roads. Team members usually have to remain in close proximity (usually within 2 minutes) to members on the same team. Most events take place off-road and operate like a mountain bike race. Some races may be on-road with the teams riding in small groups. Only adventure races which include a portion of a state highway are addressed by these guidelines.



## Non-Race Events

Recreational riders may be encountered riding alone or in small groups. These bicyclists must follow the Rules of the Road, such as riding on the right, riding no more than two abreast (when not impacting traffic), obeying traffic control devices, and not impeding the reasonable flow of traffic. Cyclists should avoid riding in a long line and should provide breaks so that passing by motorists and other riders is easier and safer. Motorists have the responsibility to safely pass each bicyclist by providing a minimum of 3 feet safe passing distance between the motor vehicle (including mirrors) and the bicyclist.

Non-race Event Organizers are encouraged to consult with CSP and CDOT prior to their event to determine if a permit is required. CSP evaluates permit requirements for all events, regardless of course or participant size, on a case-by-case basis. Event Organizers should advise cyclists riding in these events to follow the Rules of the Road. If a police officer observes a traffic violation, the cyclist(s) may be ticketed. Event Organizers may request copies of Colorado's Rules of the Road at no charge from CDOT or Bicycle Colorado (refer also to Appendix D: Colorado Rules of the Road).

## Charity Bike Rides

During Colorado's summer cycling season, bicyclists have the opportunity to ride for charity almost every weekend. Bicyclists can choose a ride suited to their ability from a gentle, flat 10 mile fun ride to a multi-day, long distance ride containing hundreds of miles. As fundraising rides continue to grow in popularity, so does the number of participants, from several hundred to several thousand.

## Touring Club and Multi-Day Rides

Bicycle clubs exist in almost every community in Colorado and offer a wide variety of road bike rides to their members. Clubs generally offer half to one day ride options. Clubs and other organizations sometimes also offer a large scale tour such as a century, double century, or multi-day event. For large events, it is required that Event Organizers contact CSP and CDOT to determine if a permit is required.

## Guided Tours

Colorado is one of the top bicycling destinations in the United States due to its extraordinary variety of road and mountain biking opportunities. Guided tours are generally limited to ten to twenty riders enjoying a multi-day cycling vacation. Generally, these tours are SAG wagon supported and guests may ride as much or as little as they desire depending on their ability. For larger tours, Event Organizers are required to contact CSP and CDOT to determine if a permit is required.

## Parades and Marches

Many communities sponsor parades and festivals and wish to use a portion of the state highway through the town. These events generally close a portion of the state highway and therefore require a permit which includes a Traffic Control Plan for any necessary detour. Event Organizers are required to contact CSP to determine if a permit is required.





## Stationary Events

In addition to racing events, there are many other activities that affect our roadways such as ski and golf tournaments, filming, fairs and festivals. Major fairs and festivals can attract hundreds or thousands of visitors. Regardless of the type of event, the same procedures and requirements used for racing events need to be applied. Many times, special events are held on local roads such as main streets or county roads. Often times an event will start in one location and end in another. Permits and approvals must be obtained for each local jurisdiction. If you have questions regarding jurisdiction, you can easily contact the local city or town police office, or the county sheriff's department.

## Concerts and Music Festivals

Large concerts and music festivals may be held adjacent to or on the state highway network, or close enough that traffic destined to and from the event will impact a state highway. Whether a festival is a few hours or multiple days, events with concentrated traffic flows need to work with CSP on permitting requirements. Event Organizers need to ensure that queuing vehicles have adequate space and pedestrians have safe paths and crossings.







## Permit Process

The approval of a special event permit will be granted only under conditions that assure reasonable safety for all participants, spectators, and other highway users, and prevent unreasonable interference with traffic flow which would seriously inconvenience other highway users. Advance planning is imperative to running a successful event. Reviewing the route, preparing Traffic Control Plans, and working with CSP and CDOT as well as the media and property owners along the route, will help lead to an approved permit and a safe event.

Athletic events are not allowed on roadways that prohibit bicyclists such as interstates, urban freeways, and other specific highways; under limited circumstances, special events such as filming shoots may be considered. Consideration for all special event permits is based on possible construction scheduling, impacts to traffic, condition of alternate routes, time of day, day of week, number of participants, etc.

Event Permit Applications must be coordinated with the CSP District that covers the event start location. Major special events and events in the Denver Metro area may be referred to the CSP Headquarters Special Events Unit. Permit Applications are available from the CSP website, <https://www.colorado.gov/pacific/csp/special-events-2>, or the local CSP office (refer to Appendix A).

## Timeline

**CSP handles permits on a first-come, first-served basis. Any route planning or announcement prior to securing a Special Event Permit is at the Event Organizer's risk. Failure to follow the timeline requirements will result in denial of a special event permit.**



### **120 Days Prior to Publicly Announcing the Event (longer time periods may be required for larger or more complex events)**

Event Organizers should check with CSP and local municipalities to determine if a planning meeting is necessary, to discuss the proposed course, and to initiate the permit process. Conflicts with other activities may be avoided with advance planning. At the planning meeting, highway construction, maintenance activities, or other scheduled events already planned for the proposed route may be discussed, if known. CDOT may attempt to not schedule construction or maintenance activities that interfere with traffic once the permit has been issued.

### **90 Days Prior to Public Announcement**

Comments and concerns from CSP, CDOT, and other jurisdictions arising from the planning meeting are due to the Event Organizer.





### **90 Days Prior to Event**

**Deadline to submit completed special event permit application and application fee to CSP.** CSP's response to the application will include estimated CSP staffing costs if the permit is approved.

The following are due with the permit application:

- Local jurisdiction notification (and event permits as applicable)
- Private land use approval (as applicable)
- Media plan
- Incident Action Plan
- Emergency response plan

### **60 Days Prior to Event**

Traffic control plans must be submitted to CSP for approval.

### **1 Day Prior to Event**

Payment equal to CSP staffing estimate and Certificate of Insurance are due to CSP.

### **Day of Event**

Event Organizer and CSP supervisor assigned to the event meet to discuss any questions.

## **Requirements**

1. If part of the event is to occur on a roadway within another jurisdiction (i.e., half of an event might be on a county road, the other half on a state highway), the organizer must request a permit from the local municipality and/or county. CSP requires a copy of the permit and compliance with the other jurisdictions regulations.
2. Any use of private land must have the owner's written approval. CSP requires a copy of the written authorization.
3. If a start/finish banner spanning the roadway is to be used, coordinate with CDOT for design requirements; at a minimum, it must comply with vertical clearance standards (minimum 16.5').
4. Prior to the event, the organizer must review the course to determine potential problems that could endanger riders and equipment. The organizer is responsible for noting these problems to the participants, and if severe enough, must cancel the event. Potholes may be identified for the safety of the participants with powdered chalk, not spray paint (check with local CSP supervisor for any exceptions).
5. Adequate sanitary facilities and waste management must be provided for participants, support crews, and spectators. Adequate parking, crowd control, and safe transportation for spectators (as well as participants to/from staging areas, as applicable) must also be provided. Local agency guidelines should be followed; if none exist, portable toilet rental companies can provide calculators to determine an adequate number of sanitary facilities. Depending on the size of the event, CSP may require that a staging/transportation plan be developed to demonstrate that adequate staging, parking, and transportation have been provided for the expected number of participants and spectators.



6. All litter, temporary signs, and other event materials must be cleaned up by the organizer within 48 hours following the event. If the state or other jurisdiction incurs cleanup costs associated with the event, the Event Organizer will be billed. Failure to clean up after the event will result in denial of future permit applications.
7. Events scheduled on the same roadways on multiple days (e.g., four Sundays in a row) will be discouraged.
8. If the application is denied, the organizer will be told what corrections need to be made in the plan and allowed to resubmit the application.
9. Proof of insurance is required and must accompany the application; coverage must be provided at the levels noted in the permit application.
  - a. **Important Note:** The “State of Colorado and Its Employees” must be named as additionally insured under the certificate.
10. A detailed map showing the proposed course and direction of the event must be submitted in KMZ format. Locations of parking areas, water stations, toilet facilities and other appropriate information must be shown on the map, including quantities of parking, toilets, etc. The parking areas and toilet facilities should not be located within CDOT right-of-way along the route. The Event Organizer is responsible for obtaining appropriate permission to locate these facilities on private right-of-way.
11. The type of existing traffic control must be shown for each intersection, detour, and road involved in the event. It is the responsibility of the Event Organizer to prepare the Traffic Control Plan to be submitted with the application. Traffic control companies can prepare plans for Event Organizers if they need assistance.
12. Railroad crossings, bridges, school/public transit routes, snowplow routes, and mail delivery are to be given special attention. The Event Organizer must coordinate with appropriate railroad representatives to ensure that the event schedule will not interfere with the operation of the railroad. The United States Postal Service must be notified if there is any chance that the event will affect a mail delivery route.
13. An Incident Action Plan (IAP) is required for all events. The medical or emergency responder contracted to provide services for the event will typically prepare this plan.
14. An emergency response plan is also required to accompany any permit. The emergency response plan should document temporary emergency response for the event, available resources, and emergency communications. If existing emergency resources (fire station, police department, roadway emergency access) will be impacted by the event, the plan must document procedures to be used should a non-event emergency occur during the event requiring their use.
15. A post-event debriefing is strongly encouraged for large events within 30 days after the event to suggest improvements for subsequent years.
16. If permit (CSP or any other jurisdiction) guidelines/restrictions are not met, future permit applications will be denied.





## Notification

Notification requirements will be worked out at the planning meeting. The Event Organizer is responsible for the following notifications:

1. All appropriate local jurisdictions (towns/cities, counties, Bureau of Land Management, US Forest Service, etc.) and local law enforcement agencies affected by the event must be notified at least 60 days prior to the event. CSP requires a copy of local jurisdiction notification as well as any required local agency permits (see Requirements section).
2. Local emergency units (fire, rescue, etc.), local post offices, and regularly scheduled public transportation and affected business/trucking companies must be notified upon approval of the permit or at least two weeks before the event.
3. A media plan must be prepared for all special events and submitted with the permit application for approval. Depending on event size, the media outreach should be commensurate with the impact to the highway network. Event Organizers may distribute news releases to all local radio stations, television stations, and newspapers that will announce the event and advise residents of potential travel delays. Depending on the event size, social media and traffic/mapping websites should also be notified of any closures or major traffic impacts. Local jurisdictions may also require notification to neighborhood associations, homeowners associations, etc.

## Operations of Event

The Colorado State Patrol is responsible to the citizens of Colorado to ensure safe and efficient flow of traffic. As such, **officers patrolling the event are representatives of the state and not the event itself**. It is important their direction come from the state-established chain of command and not from the event coordinators.

In order for events to run as safely and efficiently as possible, Event Organizers should adhere to the following guidance:

1. Interruption of motor vehicle traffic flow should be kept to a minimum.
2. The Event Organizer is responsible for providing CSP with the final number of event participants and spectators.
  - a. The names and rider numbers of the participants must be readily available to law enforcement upon request.
3. A contact person must be designated prior to and available at the time of the event – this is usually the Chief Official or Event Organizer. Contact should be available by cell phone or portable radios. Multi-day events must have a daily briefing meeting with any law enforcement involved for that day's activity.
4. Escort vehicles may be required. Vehicles for race officials or event staff must be clearly marked on the back as "Official Event Vehicle" - see more details in Escort Vehicles section.
5. All participants may be encouraged to wear bright, highly visible clothing. Numbers worn by all participants must be positioned to be visible from the roadway. For sanctioned events, race



rules and regulations will apply. Permits may exclude non-registered riders, and riders in violation of the permit will be asked to leave and/or be issued a citation.

6. The event should occur during daylight hours unless special permission is given.
7. For non-closed circuit events, all riders must ride on the right hand side of the road or on a paved shoulder when suitable for riding. When being overtaken by another vehicle, riders should ride as close to the right-hand side as is safe. These rules apply except when passing another bicycle or vehicle in the same direction; when preparing for a left turn; or when reasonably necessary to avoid hazardous conditions.
8. For Rules of the Road events, bicyclists should ride single-file to allow other vehicles to pass. Riding two abreast is permitted when it will not impede the normal and reasonable movement of traffic or when riding on paths or parts of roadways set aside for the exclusive use of bicycles.
9. The event may be terminated either by the Event Organizer or CSP if weather conditions are determined to make the roadway unsafe for the event. Before the decision to cancel is made, discussion between these two parties should occur to determine necessary actions needed to protect riders' safety such as: alternate routes, emergency procedures, locations for medical aid, communication to riders, shelter location, traffic control, media announcement, etc.
10. During the planning process, CSP and/or CDOT will assist the Event Organizer in determining the days and times that the event will be least disruptive to traffic.







11. SAG vehicles used in non-race events should select an alternate route if possible, or proceed as normal traffic. All SAG vehicles must be clearly marked on the back as "Official Event Vehicle." SAG vehicles should minimize back tracking. SAG vehicles should pull off as far to the right hand side of the roadway as possible when stopping to assist a rider.
12. The media will not have any special privileges during the race and must obey all traffic laws. It is recommended they stay permanently stationed at desirable locations along the course unless they are allowed to follow the participants at the command of the Chief Official.
13. Rest stops should be placed on the right side of the roadway to avoid conflicts with traffic. Ideally rest stops are set back from the road providing adequate space for bike parking and room for riders exiting/entering the roadway. Bicycles must not be parked on the road.
14. Vehicles used in setting up the aid and relief stations will not be allowed to be parked on the roadway and must remain off the shoulder.
15. Within 48 hours following the event, the course and staging areas must be swept for litter, temporary signs, and other event materials.

### Traffic Control Plans

Formal traffic control plans must be prepared when any of the following are included as part of an event:

- Lane/full roadway closure
- Detour
- Modified intersection traffic control (e.g., participants are permitted to disregard existing STOP sign or traffic signal)
- As required by CDOT or CSP

A CSP or local law enforcement officer will be required to control traffic at all intersections along state highways outside of incorporated municipalities and other locations identified by CSP and CDOT, where existing traffic control devices are to be temporarily overridden by the event participants. Corner marshals may assist in the direction of event participants only; under Colorado law only law enforcement or licensed traffic control companies have the authority to direct motor vehicle traffic.

If there are no law enforcement personnel available, riders/participants will obey all traffic signs, signals, pavement markings, and established right-of-way.

In certain areas of a complete road closure, it may be deemed necessary by CSP or CDOT to require one or more pilot cars to guide a queue of vehicles through a corridor. The pilot car sign must be mounted at a conspicuous location on the rear of the vehicle.

If required, traffic control plans are due for review no later than 60 days prior to the event. Sample traffic control plans can be found in Appendix E: Sample Traffic Control Plans.



## Signing

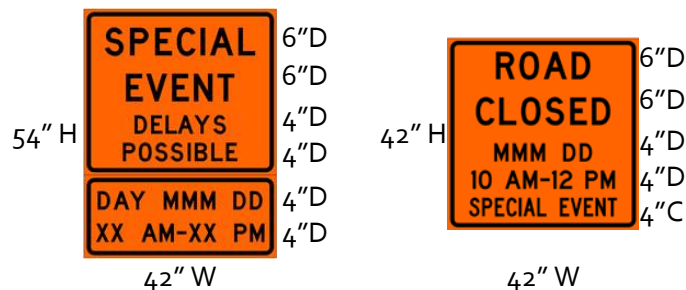
Whenever signs are used on state and local roads, certain standards must be adhered to in order to provide road users with easily understood and legible messages. This ensures that the message is clear and consistent and that the signs gain credibility. Requests for temporary directional signing for special events are quite common; all temporary signage must be approved by CDOT.

Special event signage is used to inform motorists of non-motorized users on the roadway, provide information on potential delays or altered traffic control, and direct attendees to parking areas. It is typically installed only from the point where driver confusion might reasonably be expected to begin. Overall, the anticipated impacts of special event traffic on the public safety and mobility will determine what, if any, temporary directional signing is appropriate.

All motor vehicle-oriented signs and their lettering used for an event must conform in size and shape with the FHWA Manual on Uniform Traffic Control Devices (MUTCD, <https://mutcd.fhwa.dot.gov/>). CDOT can advise race organizers on current standards; these will be similar to those used in temporary traffic control. Event participant signs do not have to follow the MUTCD but do require CDOT approval.

### Pre-Event Signs

Pre-event signage is required when there is potential for traffic delays or impacts. Signs should be installed along the route of an event one week before the race to inform motorists of the date, times, and potential for traffic delays and/or closures. Signs must have an orange background and black Highway Gothic lettering with 4-6" minimum letter heights; some examples follow:



These signs can be mounted on a temporary stand or can be mounted on existing CDOT posts beneath non-regulatory signs, with CDOT prior approval. However, signs must not be placed on CDOT posts without prior approval of the Region Traffic Engineer. Pre-event signs must be installed at appropriate intervals along the race course (e.g., a minimum of one sign in each direction for a short course or at major intersections for a longer event). The Event Organizer must have their traffic control company erect all required signs.

CSP or CDOT may require the organizer to place signs or fliers on unattended vehicles within a closed course advising motorists of an event in progress and road closure.

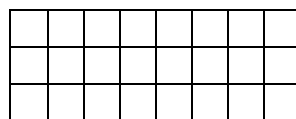




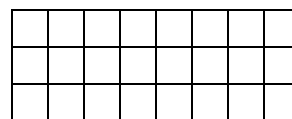
### Portable Variable Message Signs (VMS)

Variable message signs can be an effective way of communicating to participants as well as the general public and property owners traveling in the event corridor. Where roadway closures or complicated traffic operations are required as part of traffic control, CDOT may require use of VMSs to inform motorists, participants, and/or spectators. VMSs may be required for advanced notice of closures several days prior to the event (in lieu of Pre-Event Signs as described above) or for advanced notice of a change in traffic right-of-way or routing during the event duration. VMS usage must adhere to the requirements within the CDOT *Guidelines on Variable Message Signs* (October 2017 – contact CDOT for the latest version). Check with CDOT to determine when and where VMS would be appropriate.

If portable VMSs are to be used on state highways prior to or during a special event, the messaging must be submitted to CSP for approval no less than 14 days prior to use. Portable VMSs are generally limited to two panels, each capable of displaying 3 lines of 8 characters each, as follows:



VMS Panel 1



VMS Panel 2

### Event Day Signage

During the event, signage will be required to warn motorists approaching the event course. Signage on low-volume local roads and driveways will be determined on a case-by-case basis. The following SPECIAL EVENT AHEAD, EVENT or RACE IN PROGRESS signs, 36"x36", with 5" black lettering on orange background, may be used as the first warning or a periodic reminder in most circumstances:



Signs should be turned away from traffic if there is a long break until the participants return to the location. The Event Organizer must give clear instructions and the expected timetable to marshals.

### Intersections

Approaches to all intersections controlled by police officers should display three 36"x36" (minimum) advance warning signs. The signs should be placed according to the MUTCD ([https://mutcd.fhwa.dot.gov/htm/2009r1r2/part6/part6\\_toc.htm](https://mutcd.fhwa.dot.gov/htm/2009r1r2/part6/part6_toc.htm)) in the following order: SPECIAL EVENT AHEAD (see above), BE PREPARED TO STOP (W<sub>3-4</sub>), FLAGGER SYMBOL (W<sub>20-7a</sub>). These signs should have an orange background and black 5" minimum height Highway Gothic lettering and be diamond shaped and must be mounted at least one foot from ground level on approved breakaway devices. See Figures 2 through 4 on the following pages, for intersection traffic control examples.



Figure 2: Signalized Intersection Typical Traffic Control

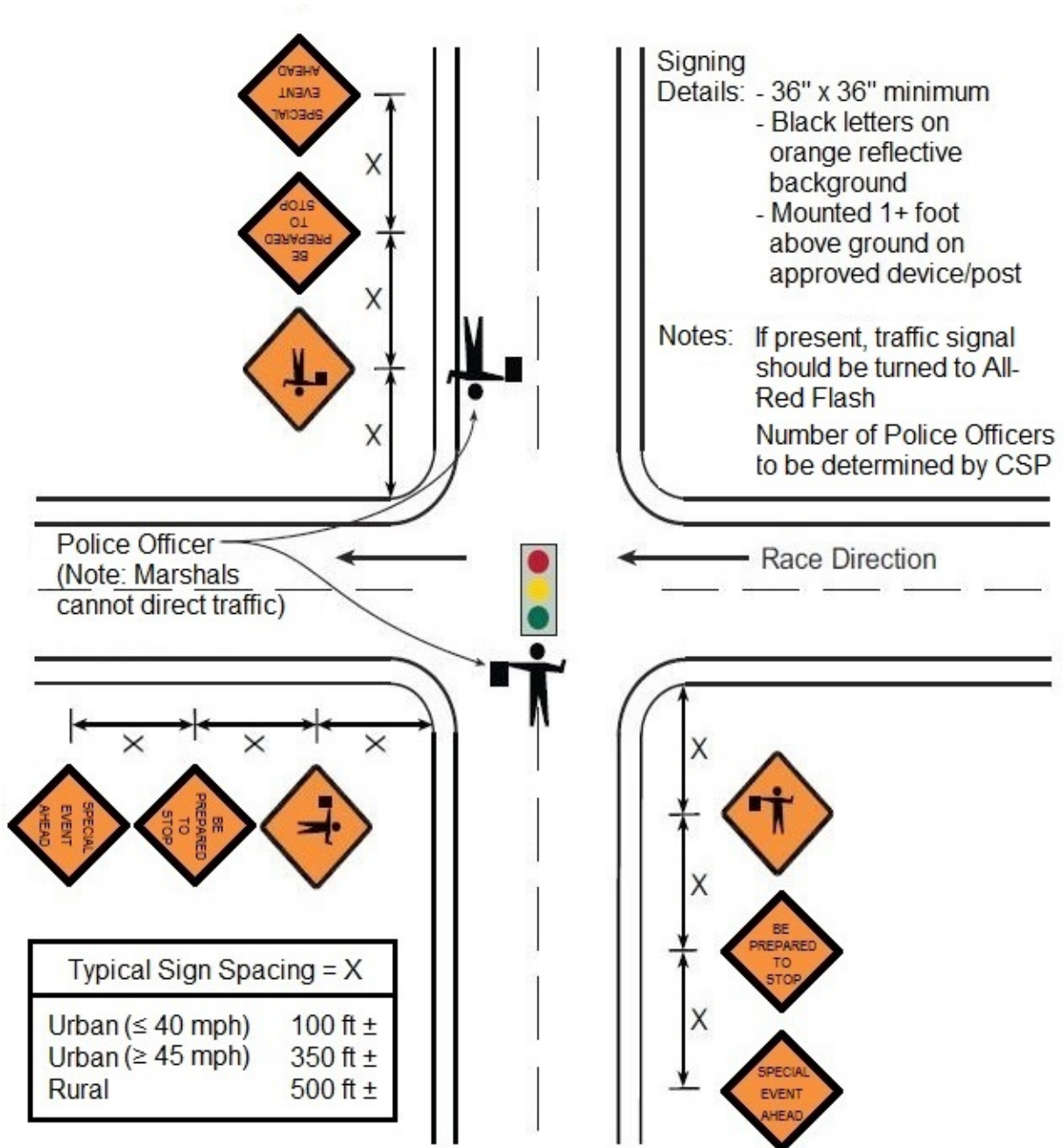






Figure 3: Typical Stop-Controlled Intersection with Course Turn

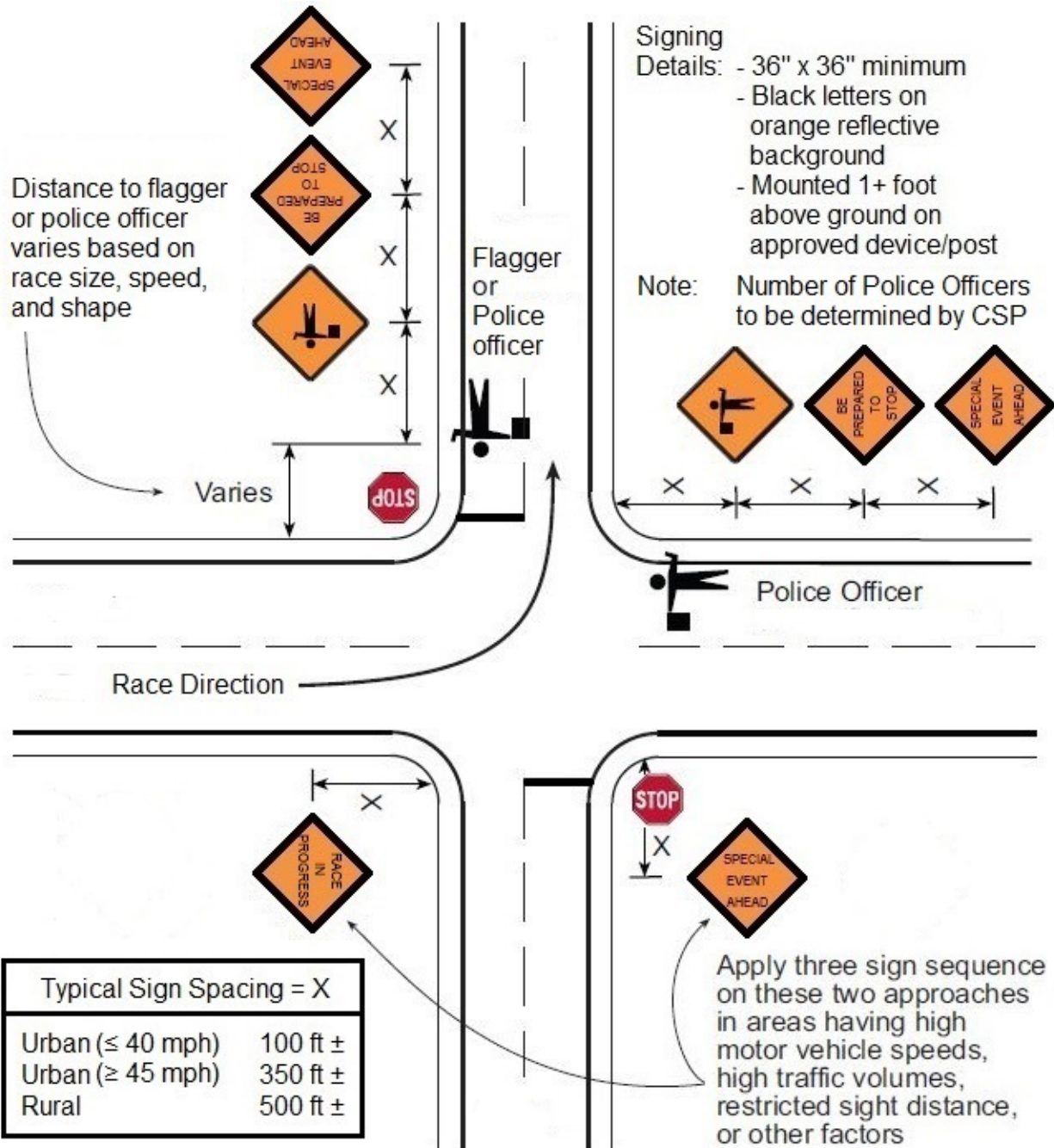
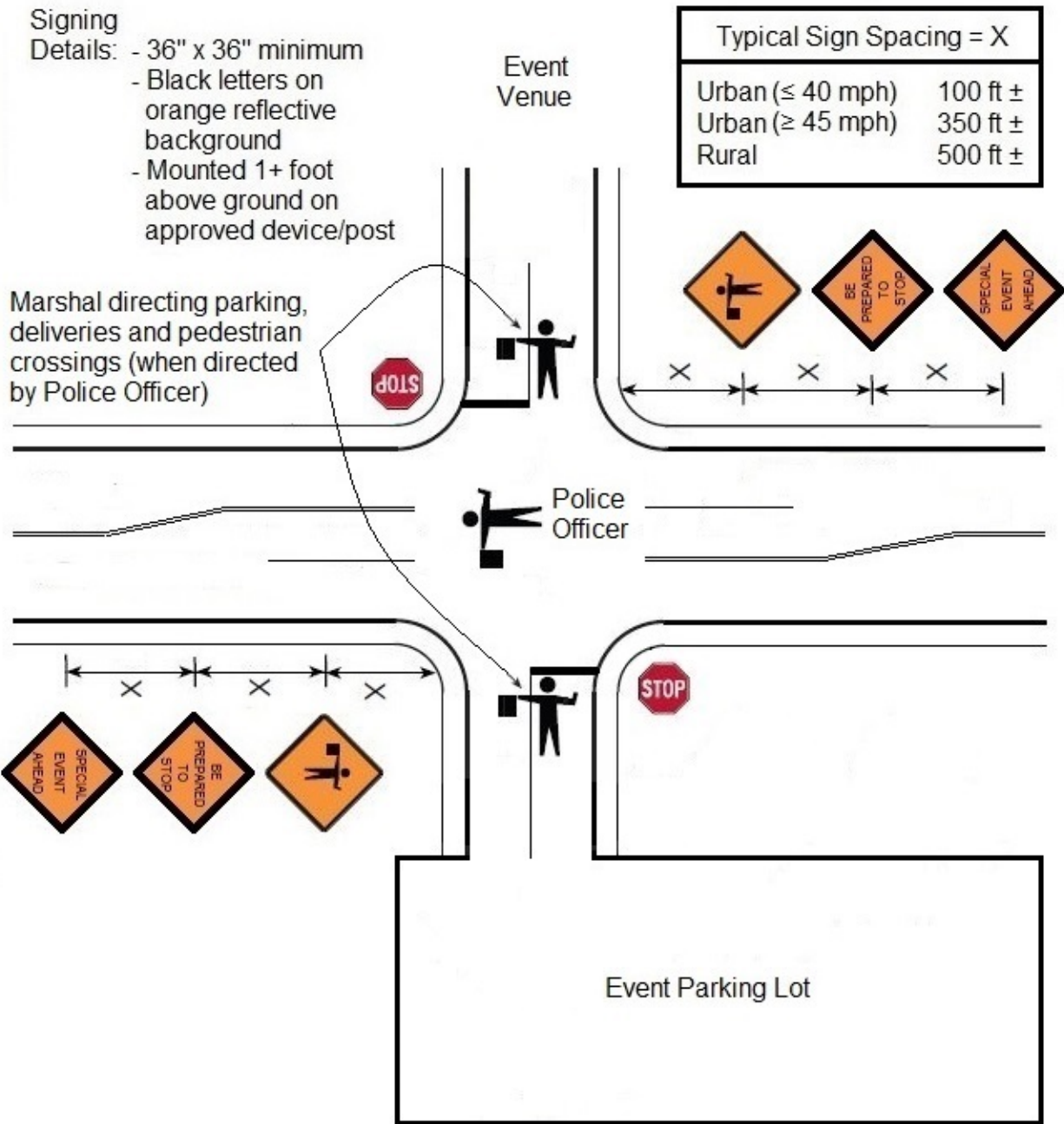




Figure 4: Typical Event Parking and Pedestrian Layout

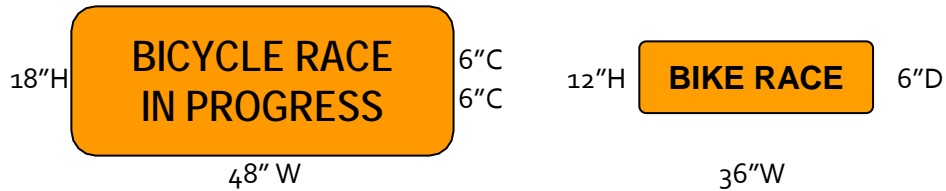






### Escort Vehicles

Front and back escort vehicles must be provided by the organizer/law enforcement for events when field size, road alignment, and traffic considerations dictate. Escort vehicles must display a warning sign on the back (or front, for the front vehicle). The sign should be rectangular in shape and have 6" minimum height Highway Gothic black letters on an orange background. Two examples follow:



Each escort vehicle must be identified as an official event vehicle and clearly visible from both directions of travel. Event official vehicles will be clearly identified as "Official Event Vehicle" with signs on the window on the left side of the vehicle and on the left corner of the front windshield.





## Closures

Closure of state highways for races, either fully or partially, may be required for safety and operational reasons. For example, complete highway and street closures are often used for national- or world-class road races and criteriums, while marathons and other major running events may only use a partial street closure. CSP and CDOT determine closure level by balancing regional traffic needs, driveway access, and race needs.

Any closure will require a reasonable detour. The Event Organizer must submit for approval a traffic control plan with detour signing that meets the requirements of Chapter 6H of the Manual of Uniform Traffic Control Devices ([https://mutcd.fhwa.dot.gov/htm/2009r1r2/part6/part6\\_toc.htm](https://mutcd.fhwa.dot.gov/htm/2009r1r2/part6/part6_toc.htm)).

### Full Closure

A complete road closure stops all motor vehicle traffic from entering the event course from any direction. Appropriate detours must be provided and police officers are required to direct the motoring public regarding the detour. Full closures are only approved under very rare circumstances with strong justification; a reason for the closure must be documented and approved by CDOT. Local agencies, businesses, and residents must be notified. Typically, parked vehicles are not allowed during full closures; so Event Organizers must follow CDOT/CSP regulations on advanced notice before towing vehicles from the course. Complete closures are NOT available on any limited-access freeways.

### Partial Closure

Partial closures involve closing one lane of a multilane roadway for an event. Organizers must utilize police officers to provide temporary road closures at all intersections, driveways, and entrances and exits from highways or other roadways while the racers pass through those conflict areas.

The Event Organizer must prepare traffic control plans for CDOT and CSP to review. CDOT and CSP will advise the organizer regarding the number and types of signs and cones necessary to warn motorists not to use a specific lane and in areas where a particular hazard exists (i.e., narrow bridge, reduced shoulder, etc.). When one lane of a two-lane highway is closed, detour routes must be arranged for traffic while opposing traffic is often separated from the race course by cones on the centerline. Organizers may use motorcycle officers to enforce the center line rule for bicycle racing events when a partial closure is used; check with CSP on applicability.

### Moving or Rolling Enclosure

The moving enclosure is a traffic control and race management method used during road races to protect the safety of bicycle racers and the general public. The enclosure concept closes the road only for short periods, allowing a race to move along a lengthy race course with minimal disruption to the traveling public. Additionally, use of enclosures spares the Event Organizer, local authorities, and the local public the cost and inconvenience of total road closures.

Moving enclosures require marked police vehicles at the front and rear of the enclosure that are well signed for the motoring public. Motorcycle patrolmen are required to patrol in the enclosure to ensure that the participants are protected from any unforeseen traffic. Additional police officers are required





to provide temporary road closures at all intersections, driveways, and entrances and exits from highways or other roadways while the participants pass through those areas. Depending on the number of participants, highway topography, staggered start, etc., rolling enclosures generally require more law enforcement personnel for traffic control. The abilities of the participants would affect the size and number of groups of participants for any given race.

It is recommended that the moving or rolling enclosure be for a specified amount of time (i.e., 20 to 30 minutes). The time begins when the first escort vehicle passes a certain point and continues for the specified amount of time. The rear patrol car will be at the rear of the enclosure and will contain an event official that will inform participants that they are out of the enclosure. Any participant that is not within the enclosure is considered to be a recreational participant and must obey all rules of the road in reference to bicycles or motor vehicles. These participants will not have a police escort.

## Marshals

**Volunteer marshals and event staff are not permitted to direct traffic on any roadway. Only law enforcement officers or licensed traffic control companies are allowed to provide traffic control on roadways.**

Marshals or event staffers are commonly utilized at large events to assist participants and spectators. Their functions may include:

- Providing general information and direction
- Providing first aid and/or calling for medical aid
- Controlling access to and within the venue
- Directing participants and spectators to their appropriate locations
- Identifying potential problems
- Asking for voluntary compliance with established laws and event or venue guidelines.

This group is a key element in ensuring a safe event and events should utilize mature people of high caliber and ability. They need to be well versed in the details of the event, all contingency plans, and what to do in case of an emergency. It is recommended that event staff or marshals wear high-visibility distinctive clothing – common shirts/uniforms or safety vests (Class III safety vests are required when working on a state highway) – so that they are easily identifiable by participants, spectators, staff, and law enforcement.

Communication among this group is critical as they are the eyes and ears of the event coordinator and sponsor, as well as law enforcement attached to the event. They should have an organized means of communication with event coordinators, law enforcement, emergency services, and each other. The deployment of marshals and/or event staff must be clearly specified within the event plan.

In some instances, marshals may encounter individuals who don't respond appropriately to a request for voluntary compliance. In these cases, law enforcement assistance should be obtained to correct the problem. Marshals should not place themselves in danger by confronting individuals beyond a simple



request for compliance or a reminder of the expectations outlined in the participant or spectator agreement.

Examples of how marshals or event staff might be utilized include:

- Organizing participants in the start area of the event
- Being visible in front of a spectator crowd and asking onlookers to remain behind barriers
- Warning participants prior to a hazard along a route
- Reminding participants of the appropriate course of action prior to a traffic control device (i.e., stop sign) or detour
- Directing participants and spectators within the event and/or positioned along the route
  - Multiple marshals may be required to direct participants at large intersections
- Identifying unregistered participants and asking them to register or remove themselves from the event
- Asking for compliance with event requirements such as helmets, attire, behavior, or identification
- Directing participants at intersections as to the correct route, hazards, and/or assisting law enforcement
- Warning participants of upcoming hazards or overtaking motor vehicle traffic, and facilitating crossing intersections where turning traffic creates a hazard
- Keeping participants from blocking the road and encouraging safe exits and entries to road at rest stops/aid stations.
- Educating event participants on proper and safe riding or running behavior.
- Requesting participants comply with the rules of the road.







## Typical Costs

Special events incur costs including the special event permit application fee, traffic control devices (signs, barriers, etc.), traffic control labor (CSP troopers, etc.), and liability insurance. The organizer is required by law to pay for services and equipment provided by CSP to facilitate the event. In most cases, CDOT does not provide traffic control services.

**The permit application fee in 2018 is \$25, payable to the Colorado State Patrol.** If an organizer chooses to use the services of a traffic control company to prepare or make revisions to the Traffic Control Plan, they are responsible for any charges incurred. The applicant is further responsible to pay for and provide liability insurance in such amount and for such coverage that is required by Colorado Revised Statutes 24-10-114. See Permit Process Requirements section, page 9, for additional insurance information.

CSP will provide the organizer with a written estimate of costs and list of services to be provided by the Patrol. Organizers must pay the application fee and estimated CSP costs in advance. Upon completion of the event an itemized list of hours will be provided to the event sponsor if requested. Any actual costs between \$0.00 and \$100.00 above or below the estimated cost will not be refunded or billed to the event sponsor. Any actual costs more than \$100.00 above or below the estimated cost will be refunded or billed to the event sponsor.

Approximate costs in 2018 for race services and equipment were:

Service or Equipment	Cost (2018 Dollars)	Notes
CSP trooper and car	\$78.14/hour (+\$0.67/mile)	Typically required at locations where right-of-way is changing 4 hour minimum Motorcycles and specialty vehicles are a higher rate
CSP dispatcher	\$44.38/hour	Based on size and complexity of event
Traffic barrier (Type 3)	\$2.50/barrier/day	Does not include any signage
Traffic sign and stand	\$2.25/sign/day	Custom signs will incur additional cost
Traffic cone (36")	\$1.00/cone/day	
Portable variable message sign (VMS)	\$350/day	
Arrowboard	\$65/day	
Traffic control supervisor or setup labor	\$65/hour	Overtime and holidays are a higher rate
Flagger	\$30/hour	Overtime is a higher rate
Truck-mounted attenuator	\$400/day	Driver is additional when mobile
Traffic control plan design	\$100-150/hour	

Costs do not include delivery charges and are subject to change



## Appendix A: Resources

- Colorado State Patrol (CSP)

Headquarters Special Events Unit  
700 Kipling Street  
Lakewood, CO 80401  
303-239-4500  
<https://www.colorado.gov/csp>

District One (Denver Metro): *contact Headquarters Special Events Unit*

District Two (SE Colorado): 1019 Erie Avenue, Pueblo, CO 81001, 719-288-2650

District Three (NE Colorado): 10601 W. 10th Street, Greeley, CO 80634, 970-506-4999

District Four (NW Colorado): 554 Jurassic Court, Fruita, CO 81521, 970-858-2250

District Five (SW Colorado): 3110 1st Avenue, Alamosa, CO 81101, 719-589-2503

- Colorado Department of Transportation (CDOT)

Bicycle/Pedestrian Program  
2829 W. Howard Place  
Denver, CO 80204  
303-757-9982  
<https://www.codot.gov/programs/bikeped>

- Bicycle Colorado

1525 Market Street, Suite 100  
Denver, CO 80202  
303-417-1544  
<http://www.bicyclecolorado.org>

- Bicycle Racing Association of Colorado

1135A S. Oneida Street  
Denver, CO 80224  
303-757-1892  
<http://www.coloradocycling.org>





- Running USA

1631 Mesa Avenue, Suite A  
Colorado Springs, CO 80906  
719-434-2575  
<http://www.runningusa.org>

- USA Cycling

210 USA Cycling Point, Suite 100  
Colorado Springs, CO 80909  
719-434-4200  
<http://www.usacycling.org>

- USA Track & Field - Colorado

1905 Grove Street  
Boulder, CO 80302  
303-889-9309  
<http://www.usatf.org>

- USA Triathlon

5825 Delmonico Drive, Suite 200  
Colorado Springs, CO 80919  
719-955-2807  
<http://www.usatriathlon.org>



## Appendix B: Permit Application Checklist

As varied as special events are, there are certain conditions that can be expected. The following checklist should be helpful when preparing your permit application. This checklist is only an overview – your attention to the details of your event may add or delete questions as needed.

- Has a planning meeting been scheduled with CSP and CDOT at least 120 days prior to the date you want to publically announce your event?
- Are other municipalities and jurisdictions (BLM, US Forest Service, Counties) involved?
- Is another agency or municipality processing a special event permit?
- If private land is being used for the event, has the owner's written approval been obtained?
- Is the required insurance information being provided with the correct monetary limits?
- Has the "State of Colorado and its Employees" been named as additional insured?
- Has the traffic control plan been developed? Traffic control companies can prepare plans for you if you need assistance.
- Have you provided a KMZ file showing all roads and intersections involved and how they will be treated?
- Have you shown on the map where law enforcement, marshals, and signs will be located?
- Will a vehicle escort be provided?
- Is a properly-signed detour provided?
- Have you provided a copy of the media plan?
- Does the media information include dates, times, lengths of delays anticipated, and roads which will be impacted?
- In the case of a road closure, have all affected parties (residents, businesses, etc.) been notified per the approved media plan?
- If roads are closed, what routes will be available for emergency units?
- Have major businesses, schools, fire and/or emergency agencies, transit companies, and the post office been contacted by the applicant?
- Are any other events scheduled which may cause a conflict?
- Is a start/finish banner to be used? Does it meet standards for height/width/clearance?
- Are pre-event signs built to specifications and do they have correct information?
- Has a parking/transportation plan been developed demonstrating adequate staging, parking space, and transportation provided for the expected number of participants and spectators?
- Are adequate restroom facilities and water available for participants or spectators?
- Are adequate trash and recycling facilities available for participants and spectators?
- Have you made arrangements for and provided an emergency response plan and Incident Action Plan?





## Appendix C: Bicycle Rider Agreement

Colorado Bicycle Event Coordinators have developed the following Bicycle Rider Agreement that is distributed at each event. Coordinators of new events are encouraged to adopt the agreement as part of safety and outreach for their events:

**YOUR EVENT NAME** is conducted on open roads with vehicular traffic. Roads include both marked and unmarked hazards. Though we go to great lengths to make the ride as safe as possible, always remember that safety is in your own hands and ride by these suggestions and rules:

- Wear a helmet **at all times** – NO EXCEPTIONS
- Carry ID and relevant medical information
- Rules of the road apply; same rights and duties as the driver of any other vehicle
- Abide by all traffic signs: stop signs, traffic lights, etc.
- Ride single file or at most, two abreast when conditions allow. Do not impede traffic. Riders who impede traffic are subject to ticketing. Law enforcement will issue tickets to riders not following the rules of the road.
- Ride as far to the right as reasonable
- Obey all traffic lights, signs, and regulations
- Pass on the left only, announce “passing” or “hello” or “on your left”
- Use hand signals to indicate road hazards, stopping, slowing, right, and left turns
- Be predictable, signal, let other riders know your plans
- Stop right, off of the course where possible
- Prepare properly: nutrition, hydration, training
- Be prepared from sudden weather changes
- Be visible, try to wear bright clothing
- Respect others: riders, volunteers, host communities, motorists, pedestrians, law enforcement, and the environment

Riding safely and considerately is vital to your enjoyment and the safety of other riders. The future of cycling events in Colorado depends on your cooperation with the rules above.



## Appendix D: Colorado Rules of the Road

The following is taken directly from the Colorado Revised Statutes 42-4-1412, current as of March 2018. For additional Colorado transportation statutes, go to <http://www.lexisnexis.com/hottopics/Colorado>

### 42-4-1412. Operation of bicycles and other human-powered vehicles

(1) Every person riding a bicycle or electrical assisted bicycle shall have all of the rights and duties applicable to the driver of any other vehicle under this article, except as to special regulations in this article and except as to those provisions which by their nature can have no application. Said riders shall comply with the rules set forth in this section and section 42-4-221, and, when using streets and highways within incorporated cities and towns, shall be subject to local ordinances regulating the operation of bicycles and electrical assisted bicycles as provided in section 42-4-111.

(2) It is the intent of the general assembly that nothing contained in House Bill No. 1246, enacted at the second regular session of the fifty-sixth general assembly, shall in any way be construed to modify or increase the duty of the department of transportation or any political subdivision to sign or maintain highways or sidewalks or to affect or increase the liability of the state of Colorado or any political subdivision under the "Colorado Governmental Immunity Act", article 10 of title 24, C.R.S.

(3) No bicycle or electrical assisted bicycle shall be used to carry more persons at one time than the number for which it is designed or equipped.

(4) No person riding upon any bicycle or electrical assisted bicycle shall attach the same or himself or herself to any motor vehicle upon a roadway.

(5) (a) Any person operating a bicycle or an electrical assisted bicycle upon a roadway at less than the normal speed of traffic shall ride in the right-hand lane, subject to the following conditions:

(I) If the right-hand lane then available for traffic is wide enough to be safely shared with overtaking vehicles, a bicyclist shall ride far enough to the right as judged safe by the bicyclist to facilitate the movement of such overtaking vehicles unless other conditions make it unsafe to do so.

(II) A bicyclist may use a lane other than the right-hand lane when:

(A) Preparing for a left turn at an intersection or into a private roadway or driveway;

(B) Overtaking a slower vehicle; or

(C) Taking reasonably necessary precautions to avoid hazards or road conditions.

(III) Upon approaching an intersection where right turns are permitted and there is a dedicated right-turn lane, a bicyclist may ride on the left-hand portion of the dedicated right-turn lane even if the bicyclist does not intend to turn right.

(b) A bicyclist shall not be expected or required to:





**(I)** Ride over or through hazards at the edge of a roadway, including but not limited to fixed or moving objects, parked or moving vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes; or

**(II)** Ride without a reasonable safety margin on the right-hand side of the roadway.

**(c)** A person operating a bicycle or an electrical assisted bicycle upon a one-way roadway with two or more marked traffic lanes may ride as near to the left-hand curb or edge of such roadway as judged safe by the bicyclist, subject to the following conditions:

**(I)** If the left-hand lane then available for traffic is wide enough to be safely shared with overtaking vehicles, a bicyclist shall ride far enough to the left as judged safe by the bicyclist to facilitate the movement of such overtaking vehicles unless other conditions make it unsafe to do so.

**(II)** A bicyclist shall not be expected or required to:

**(A)** Ride over or through hazards at the edge of a roadway, including but not limited to fixed or moving objects, parked or moving vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes; or

**(B)** Ride without a reasonable safety margin on the left-hand side of the roadway.

**(6)** (a) Persons riding bicycles or electrical assisted bicycles upon a roadway shall not ride more than two abreast except on paths or parts of roadways set aside for the exclusive use of bicycles.

**(b)** Persons riding bicycles or electrical assisted bicycles two abreast shall not impede the normal and reasonable movement of traffic and, on a laned roadway, shall ride within a single lane.

**(7)** A person operating a bicycle or electrical assisted bicycle shall keep at least one hand on the handlebars at all times.

**(8)** (a) A person riding a bicycle or electrical assisted bicycle intending to turn left shall follow a course described in sections 42-4- 901 (1), 42-4- 903, and 42-4- 1007 or may make a left turn in the manner prescribed in paragraph (b) of this subsection (8).

**(b)** A person riding a bicycle or electrical assisted bicycle intending to turn left shall approach the turn as closely as practicable to the right-hand curb or edge of the roadway. After proceeding across the intersecting roadway to the far corner of the curb or intersection of the roadway edges, the bicyclist shall stop, as much as practicable, out of the way of traffic. After stopping, the bicyclist shall yield to any traffic proceeding in either direction along the roadway that the bicyclist had been using. After yielding and complying with any official traffic control



device or police officer regulating traffic on the highway along which the bicyclist intends to proceed, the bicyclist may proceed in the new direction.

**(c)** Notwithstanding the provisions of paragraphs (a) and (b) of this subsection (8), the transportation commission and local authorities in their respective jurisdictions may cause official traffic control devices to be placed on roadways and thereby require and direct that a specific course be traveled.

**(9)** (a) Except as otherwise provided in this subsection (9), every person riding a bicycle or electrical assisted bicycle shall signal the intention to turn or stop in accordance with section 42-4- 903; except that a person riding a bicycle or electrical assisted bicycle may signal a right turn with the right arm extended horizontally.

**(b)** A signal of intention to turn right or left when required shall be given continuously during not less than the last one hundred feet traveled by the bicycle or electrical assisted bicycle before turning and shall be given while the bicycle or electrical assisted bicycle is stopped waiting to turn. A signal by hand and arm need not be given continuously if the hand is needed in the control or operation of the bicycle or electrical assisted bicycle.

**(10)** (a) A person riding a bicycle or electrical assisted bicycle upon and along a sidewalk or pathway or across a roadway upon and along a crosswalk shall yield the right-of-way to any pedestrian and shall give an audible signal before overtaking and passing such pedestrian. A person riding a bicycle in a crosswalk shall do so in a manner that is safe for pedestrians.

**(b)** A person shall not ride a bicycle or electrical assisted bicycle upon and along a sidewalk or pathway or across a roadway upon and along a crosswalk where such use of bicycles or electrical assisted bicycles is prohibited by official traffic control devices or local ordinances. A person riding a bicycle or electrical assisted bicycle shall dismount before entering any crosswalk where required by official traffic control devices or local ordinances.

**(c)** A person riding or walking a bicycle or electrical assisted bicycle upon and along a sidewalk or pathway or across a roadway upon and along a crosswalk shall have all the rights and duties applicable to a pedestrian under the same circumstances, including, but not limited to, the rights and duties granted and required by section 42-4- 802.

**(d)** (Deleted by amendment, L. 2005, p. 1353, § 1, effective July 1, 2005.)

**(11)** (a) A person may park a bicycle or electrical assisted bicycle on a sidewalk unless prohibited or restricted by an official traffic control device or local ordinance.

**(b)** A bicycle or electrical assisted bicycle parked on a sidewalk shall not impede the normal and reasonable movement of pedestrian or other traffic.

**(c)** A bicycle or electrical assisted bicycle may be parked on the road at any angle to the curb or edge of the road at any location where parking is allowed.





**(d)** A bicycle or electrical assisted bicycle may be parked on the road abreast of another such bicycle or bicycles near the side of the road or any location where parking is allowed in such a manner as does not impede the normal and reasonable movement of traffic.

**(e)** In all other respects, bicycles or electrical assisted bicycles parked anywhere on a highway shall conform to the provisions of part 12 of this article regulating the parking of vehicles.

**(12)** (a) Any person who violates any provision of this section commits a class 2 misdemeanor traffic offense; except that section 42-2-127 shall not apply.

**(b)** Any person riding a bicycle or electrical assisted bicycle who violates any provision of this article other than this section which is applicable to such a vehicle and for which a penalty is specified shall be subject to the same specified penalty as any other vehicle; except that section 42-2-127 shall not apply.

**(13)** Upon request, the law enforcement agency having jurisdiction shall complete a report concerning an injury or death incident that involves a bicycle or electrical assisted bicycle on the roadways of the state, even if such accident does not involve a motor vehicle.

**(14)** (a) (I) A person may ride a class 1 or class 2 electrical assisted bicycle on a bike or pedestrian path where bicycles are authorized to travel.

**(II)** A local authority may prohibit the operation of a class 1 or class 2 electrical assisted bicycle on a bike or pedestrian path under its jurisdiction.

**(b)** A person shall not ride a class 3 electrical assisted bicycle on a bike or pedestrian path unless:

**(I)** The path is within a street or highway; or

**(II)** The local authority permits the operation of a class 3 electrical assisted bicycle on a path under its jurisdiction.

**(15)** (a) A person under sixteen years of age shall not ride a class 3 electrical assisted bicycle upon any street, highway, or bike or pedestrian path; except that a person under sixteen years of age may ride as a passenger on a class 3 electrical assisted bicycle that is designed to accommodate passengers.

**(b)** A person shall not operate or ride as a passenger on a class 3 electrical assisted bicycle unless:

**(I)** Each person under eighteen years of age is wearing a protective helmet of a type and design manufactured for use by operators of bicycles;

**(II)** The protective helmet conforms to the design and specifications set forth by the United States consumer product safety commission or the American Society for Testing and Materials; and



**(III)** The protective helmet is secured properly on the person's head with a chin strap while the class 3 electrical assisted bicycle is in motion.

**(c)** A violation of subsection (15)(b) of this section does not constitute negligence or negligence per se in the context of any civil personal injury claim or lawsuit seeking damages.





## Appendix E: Sample Traffic Control Plans

*Contact the CDOT Bicycle/Pedestrian Program for details and requirements of traffic control plans similar to the following examples.*

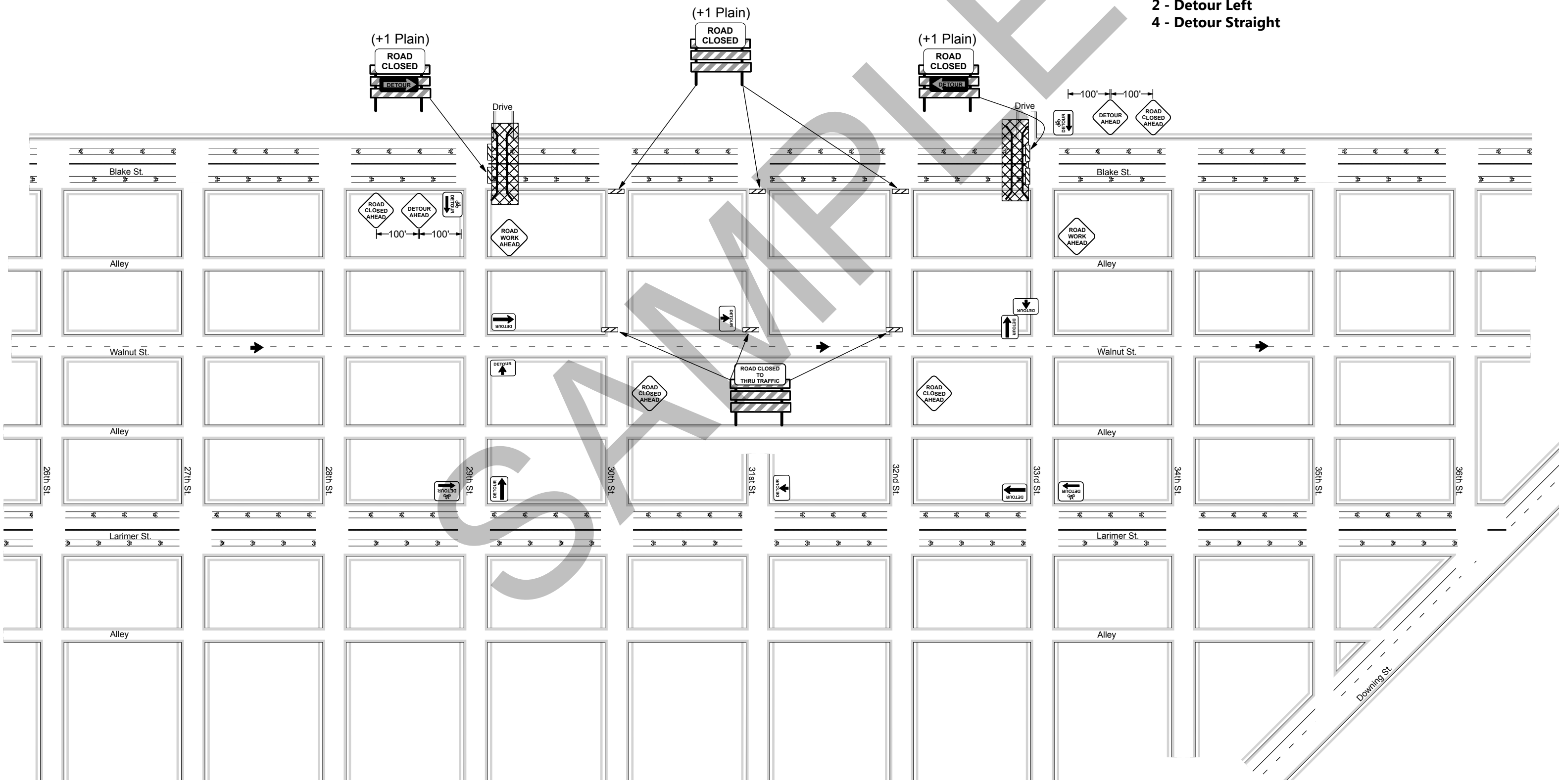


**Date:** 05/03/17 **Author:** Alex Martinez **Project:** Colorado Classic  
**MHT# 2:** Blake St. & E. 29th to 33rd St. Denver, CO 80218  
**Comments:**  
 1. All Traffic Control Devices to Conform to the M.U.T.C.D  
 2. Drawing not to scale  
 3. MHT is not authorized until approved by local city agency.  
 4. Official Placement determined by governing agency.

**COLORADO CLASSIC**  
 Tuesday Aug. 8 at 0800  
 To Wednesday Aug. 9 at 2300  
 & Monday Aug. 14 at 0900  
 To Tuesday Aug. 15 at 1600

**Summary of Devices:**

- 2 - 48" Road Work Ahead
- 4 - 48" Road Closed Ahead
- 1 - Road Closed Double Left T-III
- 1 - Road Closed Double Right T-III
- 3 - Road Closed T-III
- 5 - Plain T-III
- 2 - Bike Detour Right
- 2 - Bike Detour Left
- 2 - Detour Right
- 2 - Detour Left
- 4 - Detour Straight







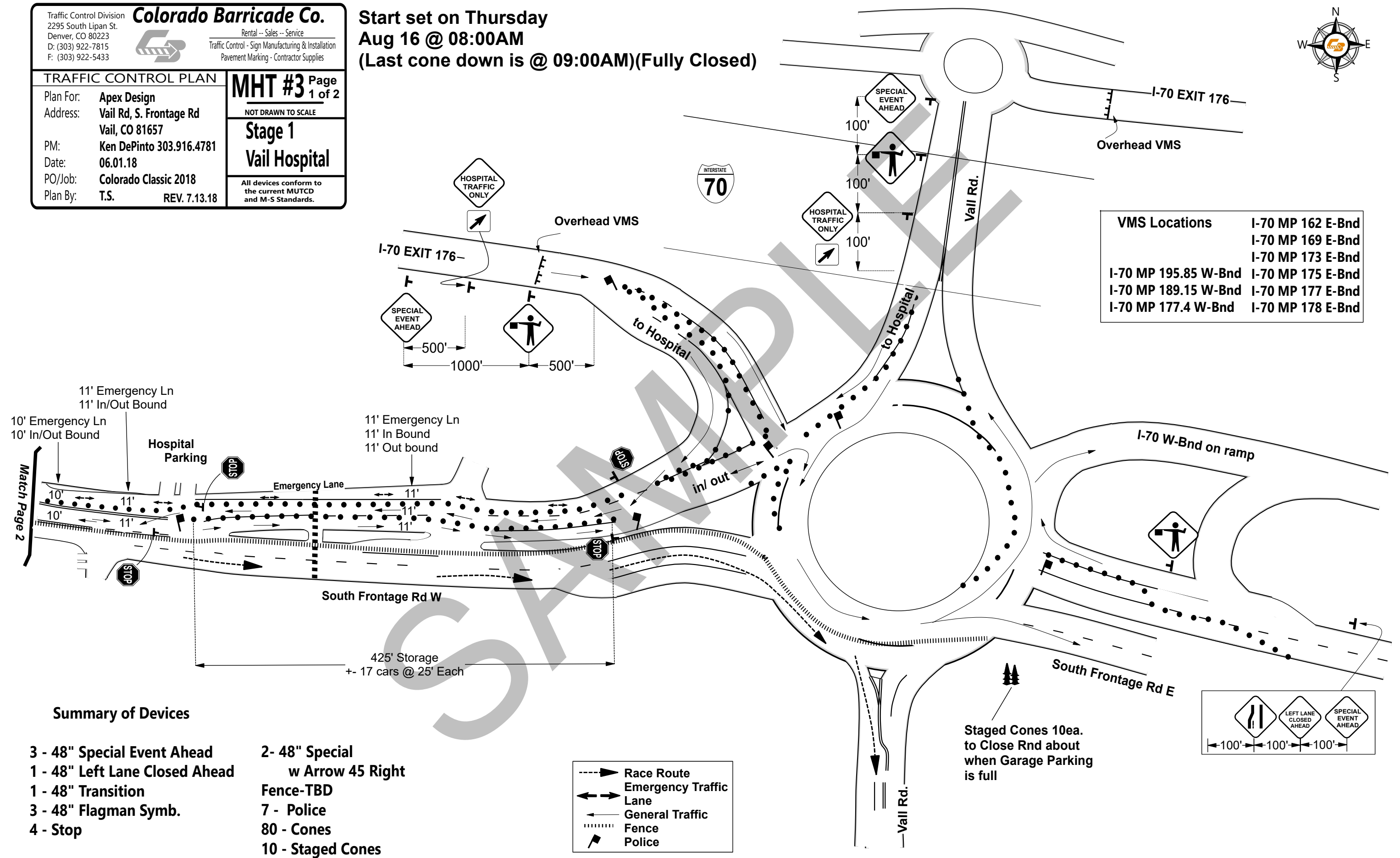
Traffic Control Division  
2295 South Lipan St.  
Denver, CO 80223  
D: (303) 922-7815  
F: (303) 922-5433

**Colorado Barricade Co.**  
Rental -- Sales -- Service  
Traffic Control - Sign Manufacturing & Installation  
Pavement Marking - Contractor Supplies

**TRAFFIC CONTROL PLAN**  
Plan For: Apex Design  
Address: Vail Rd, S. Frontage Rd  
Vail, CO 81657  
PM: Ken DePinto 303.916.4781  
Date: 06.01.18  
PO/Job: Colorado Classic 2018  
Plan By: T.S. REV. 7.13.18

**MHT #3** Page 1 of 2  
NOT DRAWN TO SCALE  
**Stage 1**  
**Vail Hospital**  
All devices conform to the current MUTCD and M-S Standards.

**Start set on Thursday  
Aug 16 @ 08:00AM  
(Last cone down is @ 09:00AM)(Fully Closed)**

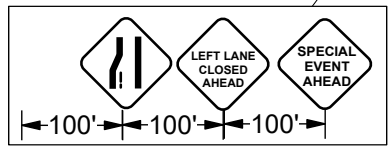
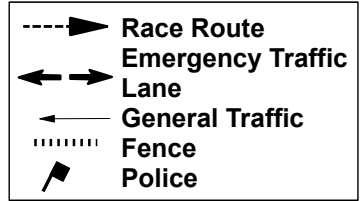


**VMS Locations**

I-70 MP 162 E-Bnd	I-70 MP 169 E-Bnd
I-70 MP 173 E-Bnd	I-70 MP 175 E-Bnd
I-70 MP 189.15 W-Bnd	I-70 MP 177 E-Bnd
I-70 MP 177.4 W-Bnd	I-70 MP 178 E-Bnd

**Summary of Devices**

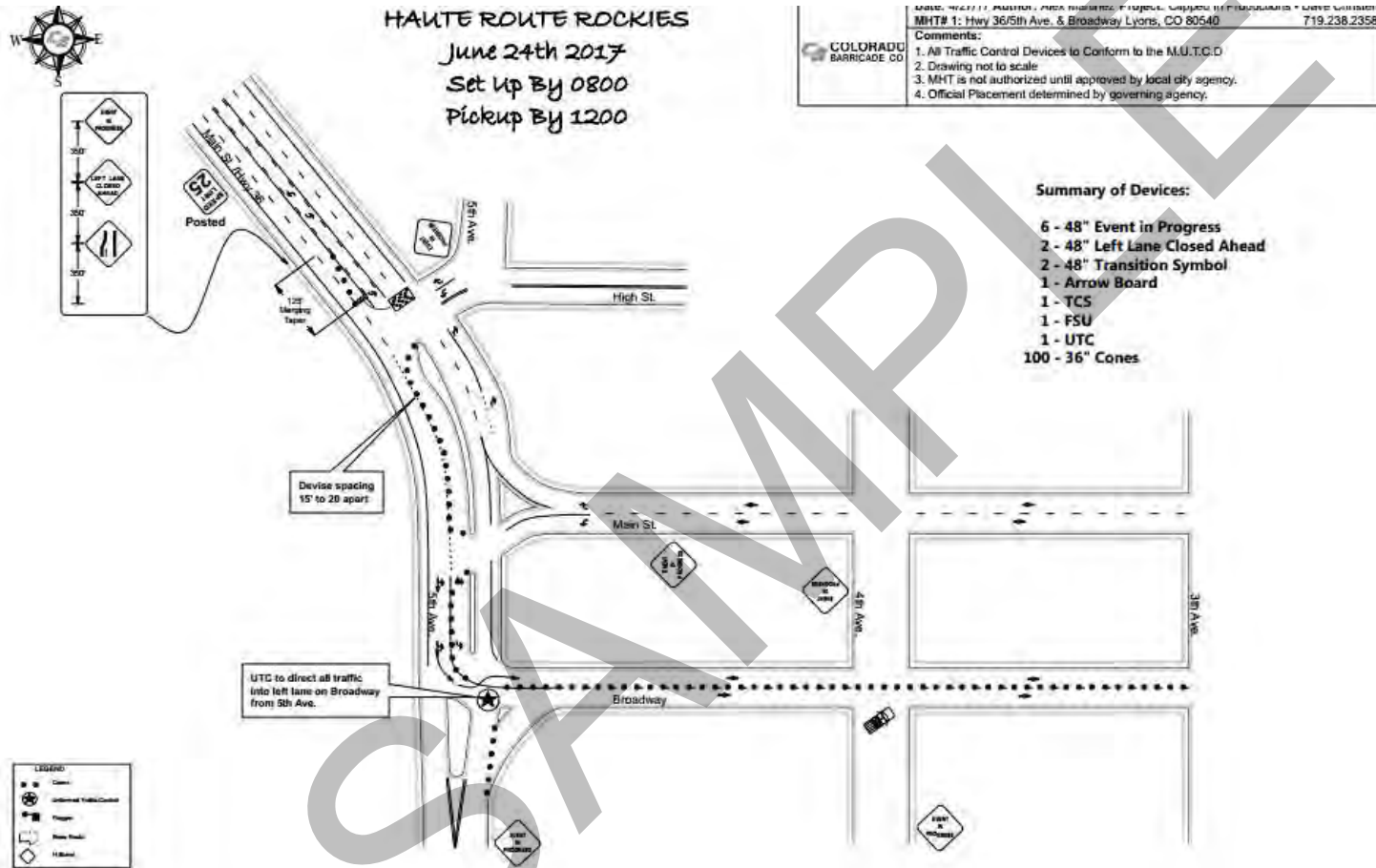
- |                                |                   |
|--------------------------------|-------------------|
| 3 - 48" Special Event Ahead    | 2- 48" Special    |
| 1 - 48" Left Lane Closed Ahead | w Arrow 45 Right  |
| 1 - 48" Transition             | Fence-TBD         |
| 3 - 48" Flagman Symb.          | 7 - Police        |
| 4 - Stop                       | 80 - Cones        |
|                                | 10 - Staged Cones |



Staged Cones 10ea. to Close Rnd about when Garage Parking is full

## Traffic Control Plans

### Town Of Lyons – State HWY 36 lane closure –







Traffic Control Division  
2295 South Lipan St.  
Denver, CO 80223  
D: (303) 922-7815  
F: (303) 922-5433

### Colorado Barricade Co.



Rental -- Sales -- Service  
Traffic Control - Sign Manufacturing & Installation  
Pavement Marking - Contractor Supplies

#### TRAFFIC CONTROL PLAN

Plan For: **Apex Design**  
Address: **SH 74, Red Rock Entrance 2  
Morrison, CO 80465**  
PM: **Ken DePinto 303.916.4781**  
Date: **06.01.18**  
PO/Job: **Colorado Classic 2018**  
Plan By: **T.S.**      **REV 7.13.18**

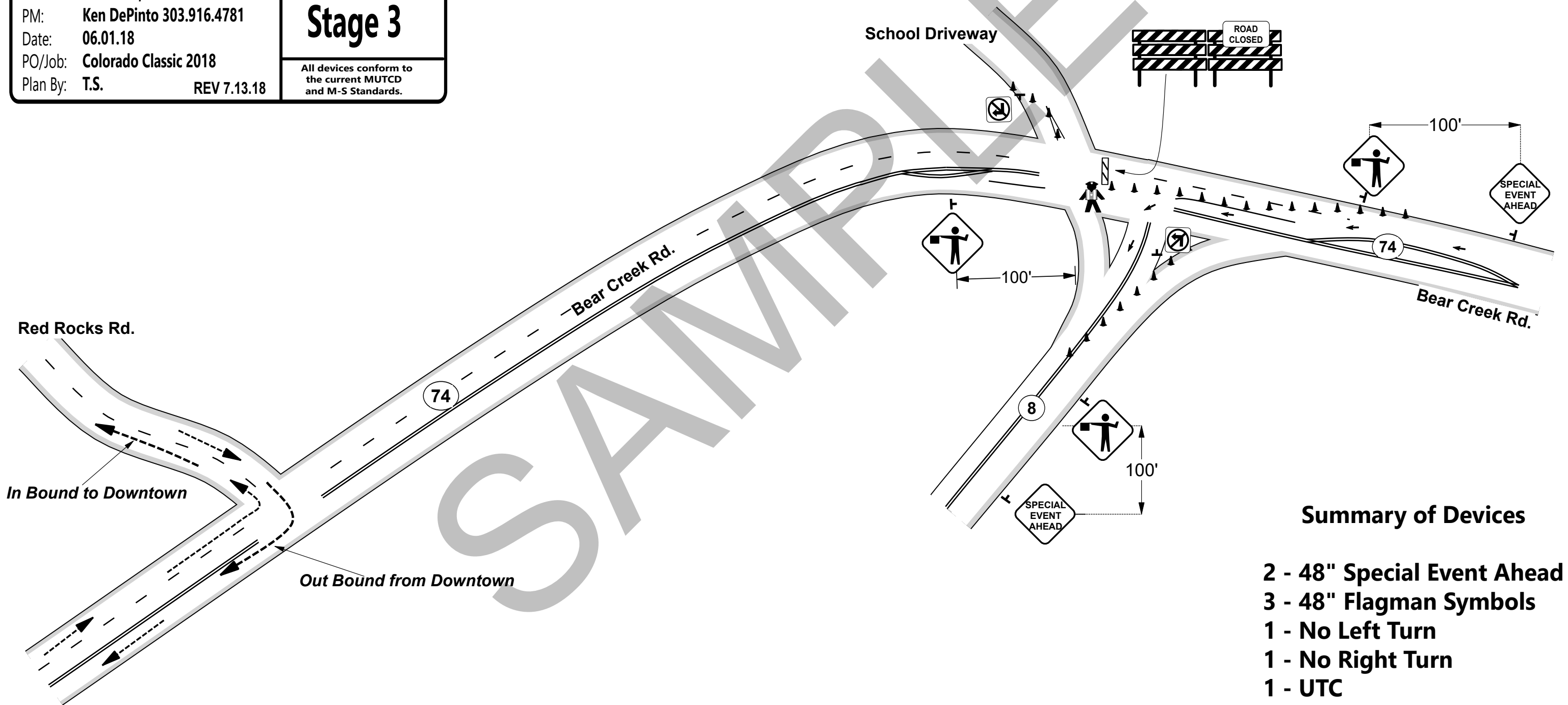
## MHT #5

NOT DRAWN TO SCALE

## Stage 3

All devices conform to  
the current MUTCD  
and M-S Standards.

**Close at 11:00AM**  
**Follow CSP Direction**  
**Open after C-IO Passes**



#### Summary of Devices

- 2 - 48" Special Event Ahead**
- 3 - 48" Flagger Symbols**
- 1 - No Left Turn**
- 1 - No Right Turn**
- 1 - UTC**
- 35 - 36" Cones**