

**Campus Administrative Policy**

**Policy Title:** Access and Use of Building Patios, Balconies, Decks and Roofs

Policy Number: 3031                      Functional Area: **General Administration**

---

Effective: March 15, 2007  
Date Last Amended/Reviewed: January 17, 2020  
Date Scheduled for Review: July 1, 2027  
Supersedes: N/A

Approved by: Teresa Berryman, Vice Chancellor  
Mark Heckler, Provost

Prepared by: Associate Vice Chancellor for Facilities Management  
Reviewing Office: Executive Vice Chancellor for Finance and Administration |  
CFO, University of Colorado Anschutz Medical Campus  
Senior Vice Chancellor for Finance and Administration |  
CFO, University of Colorado Denver

Responsible Officer: Executive Vice Chancellor for Finance and Administration |  
CFO, University of Colorado Anschutz Medical Campus  
Senior Vice Chancellor for Finance and Administration |  
CFO, University of Colorado Denver

Applies to: University of Colorado Anschutz Medical Campus  
University of Colorado Denver

---

**A. INTRODUCTION**

The University of Colorado Denver | Anschutz Medical Campus (“the university”) Facilities Management is responsible for the maintenance of the patios, balconies, decks, and roofs on all campuses and works with Educational Support Services and building occupants to determine whether areas are open for public use or restricted, consonant with building codes, fire and life safety regulations, and functionality. Electronic Security is responsible for the operation of security features and equipment of these areas. The security features, use and scheduling of these spaces will be consistent with this policy.

**B. POLICY STATEMENT**

This policy was created to assure safe and secure access to and the use of patios, balconies, decks and roofs on the university.

## **C. DEFINITIONS**

Patio - A patio is ground level space outside a building designed for everyday activities and can be used for scheduled events. Patios may include power, lighting and furniture.

Balcony - A balcony is located on the second floor or above and is a small space usually less than 100 square feet designed for use of occupants and typically not available to be scheduled. A balcony may include power, lighting and furniture.

Deck - A deck is located on the second floor or above and is designed to support everyday activities and can be used for scheduled events. The flooring is designed to support regular walking type activities (no game-playing, running, dancing). A deck may include power, lighting and furniture.

Restricted Use Deck - A restricted use deck is located on the second floor or above and is designed for limited activity (maintenance, observational visits) and is not typically available to be scheduled.

Roof - A roof is not designed for occupancy from an architectural or life safety perspective.

## **D. PROCEDURES**

### **1. Safety and Design**

- a. Patios are available for the use of buildings occupants and in some cases by the public. Patios are designed with safety and security in mind.
  - The use of barbecues or other fire generating devices is prohibited unless it has been approved by the Campus Fire Marshal in advance—(720) 641-4490.
  - Furniture on patios must be secured so that it cannot be blown around by the wind.
  - Patios are not smoking areas and should not be used for this purpose.
  - Alcohol will not be used on Patios without a special permit
- b. Balconies are available for the use of buildings occupants. Balconies are designed with safety and security in mind.
  - The use of barbecues or other fire generating devices is prohibited unless it has been approved by the Campus Fire Marshal in advance.
  - Furniture on balconies must be secured so that it cannot be blown around by the wind.
  - Balconies are not smoking areas and should not be used for this purpose.
  - Alcohol will not be used on balconies without a special permit.
  - Playing games and sports that require running and throwing of balls and

- objects is not allowed due to the potential for injury and accidents.
  - Balconies will have an electronic latch lock and a request for exit control and are alarmed during non-business hour periods.
- c. Decks are available for the use of buildings occupants and in some cases by the public. Decks are designed with safety and security in mind.
- The use of barbecues or other fire generating devices is prohibited unless it has been approved by the Campus Fire Marshal in advance.
  - Furniture on decks must be secured so that it cannot be blown around by the wind.
  - Decks are not smoking areas and should not be used for this purpose.
  - Alcohol will not be used on Decks without a special permit.
  - Playing games and sports that require running and throwing of balls and objects is not allowed due to the potential for injury and accidents.
  - Decks will have at least one card reader from the inside to the outside. This supports controlled, open or locked access to decks, when appropriate. Other doors will have electronic latch locks and alarms to allow open or closed access, when, requested. All deck doors will have request to exit control and alarms.
- d. Restricted Use Decks are not to be used by staff except for short visits for special purposes such as tours. They will be locked and alarmed at all times. They may also function as an emergency place of limited refuge when personnel cannot safely get to a stairwell.
- e. Roofs of buildings are off limits to all staff other than maintenance personnel and are locked and often alarmed and accessible only by authorized individuals.

## 2. Scheduling

Patios and decks will be centrally scheduled by Educational Support Services unless designated to individual building administrators.

## **E. Appendix of Patios, Balconies, Decks and Roofs**

See Patio Policy Addendum below for inventory of Patios, Balconies, Decks and Roofs.

### **Notes**

1. Dates of official enactment and amendments:  
 Adopted/Approved by March 15, 2007.  
 October 2, 2018: Legal Review—no change  
 January 7, 2020: Reviewed
2. History:

October 2, 2018: Legal review conducted to ensure compliance with newly updated Regents Article 1.E./Policy 1.D, Freedom of Expression.  
January 7, 2020: Reviewed by Campus Fire Marshal—editorial changes only.

3. Initial Policy Effective Date: March 15, 2007
4. Cross References/Appendix:
  - [Patio Policy Addendum](#)