

Haverford College

2018-19

Motor Vehicle

Regulations

&

Parking Information

Booklet

Please pay particular attention to these parking areas:

The Magill Library renovations have necessitated the relocation of the Walton road accessible parking spaces. Two spaces will be located at each of the following locations: first parking bay on Carter road and the parking bay adjacent to Walton Field across from Leeds. These spaces are clearly marked.

SOUTH LOT is reserved for Haverford College permit parking holders only Monday – Friday 8:00 am – 5:00 pm., except for the designated aisle reserved for visitors of the Haverford College Office of Admission.

The garage located in the large parking lot off Hannum Drive houses a Haverford Township ambulance. Any vehicle hindering the arrival or departure of the ambulance will be towed immediately.

LLOYD LOT: Students often forget to move their vehicles when parked here overnight; all vehicles must be moved by **8:00am**; there is strict enforcement here and cars are towed if the registered owner cannot be found.

CARTER ROAD: The Blue Bus "sweeper" waiting area, located just east of Walton Road, is an area that must be clear for the second bus. Again, there is strict enforcement here and illegally parked cars are towed.

COURSEY ROAD AT WHITEHEAD CAMPUS CENTER: These spaces are **reserved for Admissions visitors**, Monday - Friday from 8 am - 5 pm, and on Saturday from 8 am - Noon. Please respect this regulation; our Admissions visitors are very important to the College and this area will have strict enforcement. (Outside these hours, other vehicles can utilize this small parking bay).

WHITEHEAD CAMPUS CENTER LOADING DOCK: This is a "no parking" area. It must be clear of parked cars at all times.

HALL DRIVE: Hall Drive is intended for pedestrians only. The Athletic Department staff can utilize the area next to the Fieldhouse for loading upon proper notification to Campus Safety. Only visiting teams' buses or vans may park on Hall Drive; all other vehicles are prohibited from parking here 24 hours a day. (Hall Drive is the principal walkway for visitors' access to the center of campus). There are three special permit and one accessible space on the drive.

YARNALL: There is no parking on the driveway or rear of Yarnall for student residents. This is a fire lane and the garage must be accessible for service vehicles.

OFF CAMPUS, NEIGHBORHOOD STREETS: Students, faculty, and staff are expected to park on campus, not on adjacent local streets. This includes Ardmore Avenue, Walnut Lane, Oakley Road, and Panmure Road. We need to maintain good relations and cooperate with our neighbors in the community. Please respect their rights.

PLEASE NOTE THESE ISSUES ABOUT PARKING

1. **Hannum Drive** is a private campus road, maintained by the College, open only from Ardmore Avenue. Parking enforcement on Hannum Drive and in the HCA lots is the responsibility of Campus Safety. **Parking permits are required every day of the calendar year.**
2. **Wood Road** (old HCA Trail) is a two-way road with an elevated sidewalk for pedestrians.
3. **Bryn Mawr College resident students' vehicles may not be parked at Haverford College**, Monday through Friday from 8 am to 5 pm, unless a special parking permit has been issued upon authorization from the BMC Dean as a "hardship case". Haverford College students may not park at BMC, Monday through Friday from 8 am to 5 pm unless a special parking permit is obtained upon authorization from the HC Dean as a "hardship case".
4. **Swarthmore College students** can park in the Visitor parking lots only as visitors during regular business hours.
5. Haverford students may not park on the **public residential streets** surrounding the Bryn Mawr College campus. Campus Safety officers will ticket the vehicles and bill student's accounts for the violations. (This is done to maintain good relations with BMC's neighbors).
6. Enforcement of parking **regulations occurs throughout the year, even during academic break periods** when College employees continue to work (e.g., Fall Break, Summer Break). Students may not park their cars in areas reserved for faculty and staff, such as Lloyd Lot, during normal business hours of such break periods.
7. **Vehicles that receive four violations in any academic year or those who drive in a manner that endangers others will have their parking permits revoked. Failure to remove a vehicle from the campus or College property within 24 hours of receipt of a revocation letter is cause to have the vehicle towed and stored at the owner's expense.**
8. Faculty and staff are not be required to obtain a new parking decal for 2018-2019, **unless using a new or replacement vehicle.** Register a new or additional vehicle at the Campus Safety office or online at the [Campus Safety website](#).
9. Parking decals must be permanently affixed and may not be laminated or taped to the window of the vehicle.

IF YOU RECEIVE A PARKING CITATION:

1. Fines will be **reduced by 50%** if the ticket is paid or returned for billing **within 7 days** of issuance.
2. **Appeals** must be received **within 7 days** of issuance. Appeal forms are available at the Campus Safety Office and/or at [the Campus Safety website](#)
3. Campus Safety will automatically bill a student's account for unpaid tickets. By receiving a Parking Permit, a student authorizes Campus Safety to apply the fines to their Haverford Onecard or student account.

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MOTOR VEHICLE REGULATIONS

The roads on campus are private lanes maintained by the College for the convenience of its personnel, students, and their invited guests. The roads are used for both pedestrians and vehicles; all vehicles must be operated at or below the posted **speed limit of 13 MPH**. Applicable Pennsylvania Motor Vehicle Laws are enforced.

ADMINISTRATION OF PARKING

The Campus Safety Department is responsible for the registration of motor vehicles, which park on College property, for the issuing of parking permits, for the collection of parking fees and fines, and for the enforcement of parking regulations.

The College cannot be responsible for the safety or protection of motor vehicles, or their contents, while parked on College property.

'Motor vehicle' refers to any motorized conveyance as described by the Vehicles Law of Pennsylvania. The term includes cars, trucks, campers, motorcycles, and motor scooters etc.

THE PARKING PRIVILEGE

The parking system is designed to administer and protect the parking privileges of duly registered permittees. Eligibility is restricted to faculty, students, staff, and tenants of College property, sponsored visitors, Bryn Mawr College faculty and staff, and Bryn Mawr College students who have received permission from their Dean as "special or hardship" permittees.

Vehicles not displaying a valid parking permit or decal are subject to towing at all times unless Campus Safety authorizes special arrangements.

While the parking privileges for permit holders are protected (through enforcement of rules), they cannot be guaranteed. The College reserves the right to suspend parking privileges for cause at any time.

From time to time, special meetings and situations may demand use of certain College parking lots/spaces; i.e., meetings of the Corporation, Board of Managers, Commencement, Alumni Reunion, construction, snow removal, etc. Notice of such events will be given whenever possible to reduce inconvenience to regular users of such lots.

By signing an application for parking (or acknowledging acceptance via [website](#) each person who applies for parking privileges agrees that neither Haverford College nor any of its officers or employees is responsible for injury to persons nor for the theft of, or damage to, vehicles or their contents, while parked on College property. Each person agrees, further, to follow the parking regulations of [Bryn Mawr College](#) when utilizing the reciprocal parking available there.

Operation of vehicles must be in a prudent manner relative to conditions of the road or lot, weather, time of day, etc., while on College property. Responsibility for any liability resulting from the location or operation of a motor vehicle on College property rests with the operator or owner and not with the College. The person who registers a vehicle is responsible for assuring that the vehicle, *regardless of who drives it*, is driven in accordance with these regulations.

APPLICATION FOR PARKING PERMIT

All persons who wish to park a motor vehicle on College property must complete a parking application or verification form and return it to Campus Safety. Forms are available at Campus Safety or on the [website](#) **Application must be made within 24 hours of bringing a motor vehicle to campus. Vehicles awaiting registration must park in the Visitor Parking Lot.** Students will receive an email reminder during the summer to register online for a permit.

ISSUANCE OF PARKING PERMITS

Parking permits will be issued from the Campus Safety Department located on the 1st floor of the Gardner Integrated Athletic Center (GIAC) daily between 8:00 am and 6:00 pm.

DISPLAY OF PARKING PERMITS

The parking permit identification is a window decal. It must be placed on the **driver's side, rearmost SIDE window** of most vehicles. Pickup trucks or vans may display the permit on the driver's door window or the rear window. Displaying the permit anywhere else on the vehicle may result in its being overlooked by Campus Safety officers and the subsequent towing of the vehicle. **A vehicle is not considered registered until the permit is displayed, even if an application is on file.** The decal must be permanently affixed to the window. Special "H" permits should be affixed to the left side of the rear bumper.

NOTIFICATION OF CHANGE IN VEHICLE

Persons who change the vehicle that they have at Haverford, either temporarily or permanently, must register that new vehicle at the Campus Safety Office. Campus Safety will issue a new parking decal (either permanent or temporary) at NO additional fee.

CANCELLATION OF PARKING PERMIT

A pro-rated refund, if applicable, will be given to students who cancel their parking permit prior to the end of the academic year. A student's privilege to park is considered canceled only when the permit has been removed from the vehicle and returned to the Campus Safety Office. Refunds will be made by a credit on a student's Onecard or billing account, a minimum of two weeks should be allowed for processing.

FACULTY AND STAFF PARKING

Faculty and staff parking permits are free. **Parking for faculty and staff only is reserved from 8 am to 5 pm Monday through Friday** in the following areas:

- Carter Road from the Stokes Business Office spaces to the end of the third parking bay, including parallel spaces
- Lloyd Lot
- Walton Road bays from Carter Road to Johnson Track
- Walton Road bays adjacent to Woodside Cottage
- South Lot

Faculty and staff may also park in the Faculty/Staff/Student parking bays on Carter Road.

Faculty and staff may not park in areas reserved for students during the academic year, except during Winter Break.

STUDENT PARKING

Student parking fees are **\$100.00** for the academic year, payable by check to Haverford College or by a charge to a student's account. Cash is not accepted. Parking fees are \$10.00 per week for temporary permits if no other vehicle has already been registered. A temporary permit for a vehicle is free if the fee for a first vehicle has already been paid. Parking fees will not be pro-rated until the beginning of second semester. **Resident first year students are not permitted to have a vehicle at the College.** The fee for student parking at Bryn Mawr College is \$100.00 for the year.

The College is willing to reduce the cost of the parking permit by encouraging on-campus sustainability. Specifically, the parking fee will be \$50 per year (or 25 per semester) for any registered vehicle that is considered a SmartWay vehicle, pursuant to the U.S. EPA's guidelines. A SmartWay vehicle has lower emissions and higher MPG standards. The following [website](#) can help you determine whether your car qualifies:

If it is discovered that a student intentionally provided false information on the permit application to receive the fee reduction, the student will be billed the difference of the permits and possible forfeiture of campus parking privileges.

Student parking stickers are valid only for the duration for which it was purchased. Student parking areas are re-assigned to faculty/staff or to Summer Programs for camp use during the summer.

Parking for students only is reserved 24 hours a day during the academic year in the following areas:

1. Walton Road parking bay adjacent to James House
2. Walton Road parking bay across from Drinker
3. Carter Road parking bays opposite North dorms
4. Hannum Drive

5. Small lot off Hannum Drive
6. Designated spaces in the large lot off Hannum Drive.

The South Lot is permit parking only for faculty/staff/student Monday – Friday 8:00am- 5:00pm

If no legal reserved spaces are available, cars must utilize the [Visitor Parking area](#).

Students may also park in Carter Road parking bays designated by the Faculty/Staff/Student signs and visitor parking. Visitor parking spaces are unreserved and open to faculty, staff, and campus visitors. See the [campus parking](#) map.

Students may not park in areas reserved for faculty and staff from 8 am to 5 pm, Monday through Friday. This includes periods such as fall and spring break when College employees are at work. Outside these hours, students may park in reserved areas but take a risk of being towed if the vehicle has not been moved by 8 am the next working day.

During the summer, residents of HCA are required to obtain a parking permit through the Summer Housing office. Summer resident permit holders can park on Hannum Drive, the designated spaces in the small lot of Hannum Drive, South Lot and the [visitor parking area](#).

SPECIAL PARKING

There is special and accessible parking on Walton Road across from the Leeds at Walton Field, the first parking bay on Carter road, in the Lloyd Lot, on Harris Road near Jones Hall, South Lot, Visitor's lot, in the three spaces in the rear of the INSC, and on Hall Drive. These areas are clearly marked with posted signs, and are restricted 24 hours a day, 7 days a week. This parking is reserved for individuals who have demonstrated a particular need, based on their work requirements or physical condition.

Conference, special events parking, must be scheduled through the EMS or Event Management System and approved by the Conference and Events and Campus Safety departments.

Parking for prospective students and parents who are visiting the Admission Office is reserved on Coursey Road adjacent to the Whitehead Campus Center and a designated aisle in the South Lot. This area is reserved weekdays from 8 am until 5 pm, and on Saturdays from 8 am until Noon. Faculty, staff, and students are not permitted to park here during these hours, and towing will be strictly enforced.

With the exception of the marked accessible and Special Permit spaces, Hall Drive is a pedestrian walkway, drivable by service and emergency vehicles only. No driving or parking is allowed on the brick walkway from the South Lot to Hall Drive.

At the rear of the Dining Center, there is special parking for assigned Dining Center staff. No other parking is allowed in the Dining Center Circle at any time and vehicles there will be towed.

Parking at student residence houses is limited. Where parking does exist, it is for the residents of that house only. (However, there is no parking allowed at any time at Yarnall).

Parking for Haverford College Apartments (HCA) non-student commercial tenants is reserved in the large parking lot off Hannum Drive near Ardmore Avenue. Students, visitors & summer tenants may not park in the designated year round commercial tenant spaces.

Special green "H" decals are issued to faculty or staff whose work requires them to use their personal vehicle to transport equipment, tools, or other items around the campus. These persons are permitted to park in areas where vehicles are normally prohibited, but only while completing their work.

Special red "H" decals are issued to members of the Corporation and the Board of Managers.

VISITOR PARKING

Parking arrangements for guests and visitors to the campus are the responsibility of the College sponsor or host. College community members can request at one-day pass for a visitor on the [Campus Safety website](#), the pass is valid only for one day and displayed in the vehicle's front window during the campus visit. Visitors without a one-day permit must park in [visitors parking](#).

ENFORCEMENT

Any parking program requires the attention and consideration of the rules of all participants. Registered vehicles found in violation of published regulations will be ticketed or towed, depending on the nature of the violation, regardless of the existence of posted signs at the exact point of the violation. If signs are missing, unregistered vehicles will only be ticketed; except in extreme cases or cases where there are repeated violations.

These regulations are enforced 24 hours a day, except when noted.

Students receiving four violations in any academic year or those who drive in a manner that endangers others will have their parking permits revoked. Failure to remove a vehicle from the campus or College property within 24 hours of receipt of a revocation letter is cause to have the vehicle towed and stored at the owner's expense.

Anyone having unpaid fines will not be issued a new parking permit for the following year until such fines are paid.

All fines must be paid, either by check (payable to Haverford College), or by billing to a student's Onecard or student account. This may be done in person at the Campus Safety office between 8:00-am and 6:00pm Monday - Friday, or by returning the parking ticket to Campus Safety by campus mail after checking off an appropriate box for billing purposes, or by sending a check along with the ticket to Campus Safety. Unpaid fines are automatically billed to students' accounts.

The College reserves the right to remove and have impounded any abandoned vehicle, any vehicle found on campus or College-owned property in violation of posted parking signs or published regulations, any vehicle with an altered, unauthorized, or revoked permit, any vehicle parked in a fire lane or reserved space, any vehicle blocking a loading area or trash dumpster, any vehicle parked on lawns or walkways, any vehicle determined to be a health or safety hazard. The owner or

operator will be responsible for the costs involved in removing, impounding, and storing such a vehicle.

PARKING YOUR VEHICLE

All vehicles must be parked within the boundaries of the parking spaces. The fact that other vehicles are parked improperly shall not constitute a valid excuse for parking with any part of the motor vehicle over any line.

Vehicles must be parked in a way that will not constitute a serious hazard nor impede vehicular or pedestrian traffic, emergency vehicles, or the making of essential repairs. The fact that a person parked in violation of a regulation and did not receive a citation does not authorize others to engage in such parking, nor does it mean that the regulation is no longer in effect.

DISABLED VEHICLES

Disabled vehicles in College parking lots should be reported to Campus Safety immediately. The owner of a disabled vehicle is responsible for its removal. Should the vehicle not be removed within an agreed time, or if it creates a problem for normal parking, it will be towed and stored at the owner's expense.

Campus Safety can try jump-starting a vehicle. Students will be charged \$10 for jump-starts – after they have received three – in any academic year.

SNOW

Efforts will be made to have lots plowed and sanded as soon as possible after a snowstorm. To permit proper plowing, vehicles must be removed from lots and those spaces not used until they are plowed. Parking spaces will be cleared in the South Lot, so that vehicles may be moved there while the other lots or spaces are cleared.

DRIVING ON FOUNDERS GREEN AREA

The operation of motor vehicles in the area of Founders Green, including Harris Road, is prohibited, except by special permission. Only College vehicles may be operated in this area on a regular basis. Owners of other vehicles must first contact Campus Safety for special permission.

VIOLATIONS AND PENALTIES

A written notice of parking violation (ticket or citation) shall be affixed to each vehicle that is parked in violation of these published regulations (and any other regulations, which may be promulgated during the year with community-wide notification). The following action will be taken for violations:

- | | | |
|-----|----------------------------------------|--------------------------------|
| 1. | Illegally Parked in Reserved Space | \$30 FINE or TOW |
| 2. | Illegally Parked in Handicapped Space | \$50 FINE or TOW |
| 3. | Non-Display of Current Decal | \$20 FINE + REGISTRATION COSTS |
| 4. | Improper Display of Decal | \$10 FINE |
| 5. | Illegally Parked in Fire Lane | \$30 FINE or TOW |
| 6. | Improper Parking, Outside Marked Lines | \$10 FINE |
| 7. | Failure to Obey Stop Sign | \$20 FINE |
| 8. | No Parking Zone | \$20 FINE or TOW |
| 9. | Parking or Driving on Walkway | \$10 FINE or TOW |
| 10. | Parking or Driving on Grass | \$20 FINE or TOW+ Damages |
| 11. | Driving Wrong Way on a One Way St. | \$25 FINE |
| 12. | _____ | \$25 FINE |

All fines reduced by 50% if they are paid or if the ticket is returned to Campus Safety for billing within **seven** days of issuance. In the case of an appeal, this seven day period will begin at the end of the appeal process.

APPEALS

Any ticket may be appealed by completing an appeal form at the Campus Safety Office or on the [Campus Safety website](#). This form must be received within **seven** days of the violation date in order to be considered. While under consideration, all fines will be held in abeyance. A response to an appeal will be made within **ten** working days.

Parking for personal convenience will **not** be considered a valid reason for appeal.

A second appeal or review may be requested following a denial of a first appeal. The Vice President for Finance and Administration will conduct this review. The decision of the Vice President is final.

Fines are due (50%) within **seven** days of notice of an appeal decision. Failure to pay a fine may result in the revocation of parking privileges.

TOWING POLICY

Acting at the request of Haverford College, a bonded towing service (Tommy's Main Line Towing or others to be designated) will remove from College property any vehicle designated by Campus Safety. The owners of the towed vehicles may recover their vehicles from the towing company upon payment of the appropriate charge. The Campus Safety Department will have information on all vehicles towed from College property and the owners should contact Campus Safety at (610)-896-1111 prior to recovering their vehicle.

Before towing any registered vehicle, one attempt will be made by the Campus Safety Department to notify a registered owner by telephone. The notice of violation will be written and affixed immediately. If the owner responds within five minutes and moves the vehicle, no tow will be requested and only the citation and fine will remain. If the owner cannot be contacted, or does not respond within five minutes, the towing service will be requested to respond to tow the vehicle. If the vehicle is towed, the College fine will be waived and the owner must pay the towing fee and any storage fees directly to the towing service. If the owner responds after the tow truck has arrived but before the vehicle is towed, the owner will still be liable for the College fine, and for one-half of the towing fee, which is payable immediately to the towing service.

GENERAL PARKING INFORMATION

Haverford College and Bryn Mawr College students participating in the Residence Exchange program and residing on the other campus must register their vehicles on the campus on which they reside. **Vehicles with Bryn Mawr College resident student permits will not be permitted to park on the Haverford College campus between 8 am and 5 pm Monday through Friday. Vehicles with Haverford College student permits will not be allowed to park on the Bryn Mawr College campus during these same hours and days.**

Students at both colleges may request special permission of their dean to park on the other campus during normal business hours as a "Hardship" situation. This special permission will not be easily

granted. Bryn Mawr students with this special permit must park in the Visitor Parking at Haverford. Bryn Mawr resident student vehicles without this special permit are unauthorized and will be towed during normal business hours.

Bryn Mawr, Swarthmore, and Haverford Colleges have full reciprocal parking arrangements for faculty and staff. All motor vehicle operators must display the parking permit of their own campus. No additional permit is required. Haverford College faculty and staff may park **ONLY** in lots designated as reserved for faculty and staff on the other campuses. They may **NOT** park in spaces reserved for visitors at Bryn Mawr. Note that this differs from the policy on the Haverford campus.

Students should **use the [Blue Bus](#)** to travel between the Haverford and Bryn Mawr campuses between 8 am and 5 pm Monday through Friday. Parking a vehicle with a Haverford College decal on the roads near the Bryn Mawr campus will subject the vehicle to a citation and fine from Bryn Mawr College Public Safety.

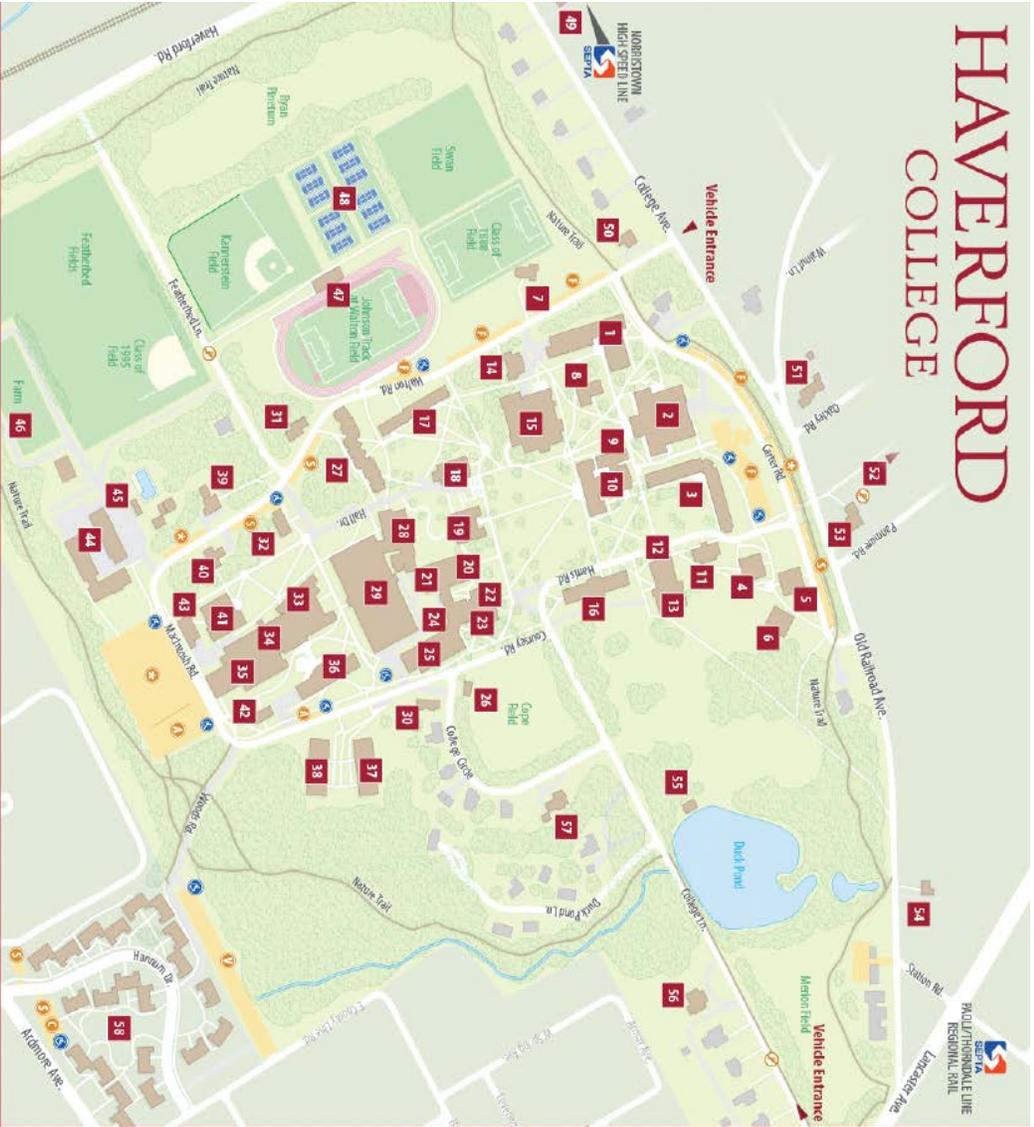
The Visitor Lot is open parking and is available on a first come first serve basis.

REMEMBER THE RESPONSIBILITY FOR FINDING A LEGAL PARKING SPACE RESTS WITH THE MOTOR VEHICLE OPERATOR. LACK OF SPACE IS NOT CONSIDERED A VALID EXCUSE FOR VIOLATION OF THE PARKING REGULATIONS.

For further information or questions about the motor vehicle and parking regulations, please contact the Haverford College Campus Safety Department, located at the GIAC (Gardner Integrated Athletic Building, 1st floor), or call (610) 896-1111

Click her for campus map: [campus map](#)

Haverford College



- Parking Areas
- Faculty and Staff Parking Reserved Mon-Fri, 8:00 a.m. - 5:00 p.m.
- Faculty, Staff and Student Parking Reserved Mon-Fri, 8:00 a.m. - 5:00 p.m.
- Admission Parking Only Reserved Mon-Fri, 8:00 a.m. - 5:00 p.m.
- Student Parking Reserved 24 hours/7 days
- Visitor Parking
- Resident Parking Only
- Commercial Tenant Parking
- No Parking
- Accessible Parking

ADMISSION	AUDITORIUMS
Whitehead Campus Center 36	Chase Hall 8
ACADEMIC/ADMINISTRATIVE BUILDINGS	Marshall Auditorium (in Roberts Hall) 12
Chase Hall 8	Sharpless Hall (KINSC) 26
East Wing (KINSC) 25	Stokes Hall 1
Founders Hall 10	RESIDENCE HALLS
Foundry 43	710 College Ave. 49
Guest Center 9	773 College Ave. 50
Hall Building 18	Barclay Hall 16
Harris Hall (KINSC) 81	Cadbury House 58
Hilles Hall (KINSC) 20	Comfort Hall 3
Library (under construction) 15	Drinker House 31
Marion E. Keshland Integrated Natural Sciences Center (KINSC) 24	Gammere Hall 27
Marshall Fine Arts Center 41	Haverford College Apartments 58
Partner House 40	ira De A. Reid House/Black Cultural Center 48
Printmaking Studio 28	Jones Hall 4
Roberts Hall (with Marshall Auditorium) 12	Kim Hall 20
Sharpless Hall (KINSC) 22	La Casa Hispánica 31
Stokes Hall 1	Leeds Hall 17
Strawbridge Observatory 7	Lloyd Hall 3
Union Hall 11	Lunt Hall 4
Visual Culture, Arts, and Media (VCAAM) 18	Traction Hall 37
Woodside Cottage 39	Yarnall House 53
Zabrow Commons (KINSC) 23	OTHER FACILITIES
ATHLETICS	19 Railroad Ave. 24
Alumni Field House 89	Campus Safety 24
Bronnall & Marshall Tennis Courts 40	Dining Center 3
Douglas B. Gardner '83 Integrated Athletic Center (I-GIAC) 35	Facilities Management and Arboretum 44
Lester Cricket Pavilion 28	Facility Pool 43
Squash Courts 33	Farm and Greenhouse 48
Watson Field Grandstands 47	James House 32
AFFILIATED FACILITIES	Morris Health Services 14
C.C. Morris Cricket Library 28	President's House 57
Haverford Friends Meeting House 29	State House 55
Pnebe Anna Thorne School 20	Whitehead Campus Center (Center Fitzgerald Gallery & Bookstore) 32

