

December 6, 2013

Hand Delivered

Anthony Hood, Chairperson
D.C. Zoning Commission
441 4th Street, NW, Suite 200 South
Washington, DC 20001

**Re: Z.C. Case No. 10-32: Georgetown University Campus Plan
Fall 2013 Compliance Report**

Dear Chairman Hood and Members of the Commission:

Enclosed please find the final version of Georgetown University's Fall 2013 Compliance Report, which was prepared jointly by the University and the Georgetown Community Partnership, and filed with the Zoning Administrator on November 29, 2013.

Sincerely yours,



David Avitabile

cc: Matthew Le Grant, D.C. Zoning Administrator
Ronald Lewis, ANC 2E
Ed Solomon, ANC 2E
Jeff Jones, ANC 2E
Gayle Trotter, ANC 3D
Conrad DeWitte, Jr., FCCA
Nan Bell, BCA
Jennifer Altemus, CAG
Chris Augostini, Georgetown University
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Executive Summary

Georgetown University, in consultation and with the support of the Georgetown Community Partnership, is pleased to submit this first annual report regarding its commitments under the 2010 Georgetown University Campus Plan, as provided in ZC Order No. 10-32.

The first year under the Campus Plan has seen intensive, collegial, and productive work by all of the interested stakeholders, including the University, the neighboring community, and the University's students.

- The Georgetown Community Partnership (GCP) became a reality, overseeing and advising actively throughout the year on all elements of Campus Plan implementation.
- The University has engaged a development advisor (Forest City Washington) and a campus planner (Sasaki & Associates) to oversee a comprehensive master planning process that during this first year focused on the development of housing site options. The University made progress toward its commitment of increasing undergraduate on-campus housing; it moved 65 students into on-campus housing this fall, and it remains committed to adding an additional 385 beds by Fall 2015.
- Five working groups met frequently during the year to address key issues on:
 - Safety and student life, including development of new conduct standards; procedures and resources for addressing off-campus activities and impacts; an increased emphasis on making on-campus social life more attractive; and development of an enhanced educational program covering student rights and responsibilities in the neighborhood.
 - Landlord and environmental issues, including developmental work on off-campus housing safety and recommendations regarding trash issues.
 - Transportation and parking, including work with transportation consultants to design and execute surveys of traffic and parking impacts; a review and recommendation regarding Reservoir Road commitments; planning for a bus turnaround to maximize use of Canal Road; and exploration of expanded alternative transportation options.
 - Communications and engagement, including enhanced marketing of existing University programs, events, and resources of interest to the

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community and increased University participation in community events.

- Data and metrics, including advising on and testing compliance with enrollment and housing conditions in the Campus Plan; conducting a pilot survey of quality of life issues in the neighborhood; and advising on appropriate data and measurement standards for complying with the Campus Plan Conditions generally.
- The year has largely been one of developing new initiatives and enhancing and strengthening existing programs. Much of the implementation has been for the Fall 2013 semester. While this work generally is too new to assess results, we recognize the need for substantial progress and believe the work over the past year is the foundation for substantial progress.

Further details regarding the University's progress toward the Plan's commitments are provided below, organized by reference to the Paragraphs of the Decision in Z.C. Order No 10-32.

Term (Paragraph 1)

1. The Campus Plan term is January 1, 2011 to December 31, 2017.

Georgetown Community Partnership (Paragraphs 2–4)

2. During the course of the last year, the Georgetown Community Partnership (GCP) has worked to support implementation of the 2010 Campus Plan commitments and participated in a master planning process that will provide the substantive basis for the successor Campus Plan for the period commencing January 1, 2018.
3. The parties established the GCP for the purpose of facilitating discussion, information sharing, and consensus-based decision-making.
 - The GCP is led by a Steering Committee comprised of members of ANC2E, ANC3D, the Citizens Association of Georgetown (CAG), the Burleith Citizens Association (BCA), the Foxhall Community Citizens Association (FCCA), and Georgetown University. The Steering Committee meets quarterly, and receives reports from and provides guidance to the five working groups described below, and the Steering Committee also works on issues related to the University's master planning.

- The parties selected, and the University retained, Don Edwards of Justice and Sustainability Associates to serve as facilitator for the GCP.
- The Steering Committee created five topical working groups, composed of neighbors, University staff and faculty, and students, to address issues of shared concern: Safety and Student Life, Environment and Landlord Initiatives, Data and Metrics, Transportation and Parking, and Communications and Engagement. The working groups have met regularly—at least once each month and often weekly—over the last year.
- The Steering Committee created and adopted Terms of Reference to guide its work. A copy of those Terms is attached as Exhibit 1.
- In addition to implementing the requirements of the Plan, and in response to community interest, the Steering Committee created the Communications and Engagement working group to identify and promote activities and programs at the University and in the neighborhood to foster a respectful, collegial, and mutually beneficial relationship between the University and the community. Specific efforts are described in Paragraph 14 below.

4. The GCP, through its Data and Metrics, Safety and Student Life, and Transportation and Parking Working Groups, has worked to measure and mitigate the impact of graduate students in the neighborhood, in the following ways:

- Piloting a “quality of life” survey of residents in Burleith, East and West Georgetown, and Foxhall;
- Reviewing and advising on the data collected by the Office of Neighborhood Life;
- Reviewing the enrollment and address data maintained by the University, providing input on ways to make it more transparent and effective, and reviewing the bi-annual enrollment and housing reports;
- Conducting an inventory and occupancy measure of parking spaces in Burleith, West Georgetown and Foxhall Village;
- Identifying the need to improve the University processes for tracking the local addresses of graduate students as a priority project for 2014.

Impacts were also mitigated by the opening of the new Georgetown Downtown location in Fall 2013, a semester ahead of the Plan deadline, which resulted in the relocation of more than 1000 graduate and professional students. (See Paragraph 8).

Undergraduate Housing (Paragraphs 5–7)

5. The University re-located the Magis Row community to 37th Street in Fall 2013, and the 36th Street townhouses have been re-purposed as administrative offices and housing for faculty, staff and graduate students.
6. With respect to the undergraduate housing commitments in Paragraph 6:
 - In Fall 2013, the 65 undergraduate students housed on 36th Street were moved to on-campus housing.
 - In summer 2012, the University retained Forest City Washington as master developer and Sasaki & Associates as master planner to assist with the University's master planning process and the re-development of the main campus as a more residential, living and learning community. During the last year, the University, through an inclusive planning process led by Forest City Washington and Sasaki & Associates, identified multiple sites on campus for new student housing, and is now seeking regulatory approvals on two new construction projects—a new residence hall and the renovation of the former Jesuit residence—that together will allow the University to house an additional 385 students in new University housing, consistent with the requirements of Paragraph 6 of the Order.
 - To ensure compliance with the Fall 2015 commitment date, the University is exploring options for temporary housing for undergraduates for use in the event that the new construction project is not complete by the Fall 2015 commitment date.
7. The University extended its housing policy to apply to transfer students under age 21, as described in Paragraph 7.

Maximum Total Enrollment (Paragraphs 8–12)

8–11. The University has reported its enrollment to the GCP and the Zoning Administrator each semester, as required by Paragraph 11. Copies of those reports are attached as Exhibits 2 and 3.

In August 2013, six months ahead of the deadline in Paragraph 8(b), the University opened a new site for its School of Continuing Studies located at 640 Massachusetts Avenue, NW and moved to that location more than 1000 students, and the faculty, staff and administrative functions associated with them.

12. The GCP is in the process of identifying an independent firm to conduct an audit of the University's enrollment numbers and University-provided housing. The University has identified a firm with relevant experience, and it will discuss this firm with the GCP Data & Metrics Working Group at its next meeting. The University will be prepared to file the first of its required annual audits in January 2014.

Graduate Student Housing (Paragraph 13)

13. The University issued a Request for Information soliciting proposals for graduate student housing out of the Georgetown, Burleith, and Foxhall neighborhoods in early November 2012. The University is considering options identified through this process and other research for future graduate student housing.

Quality of Life Initiatives (Paragraphs 14–19)

14. Working in close consultation with the GCP, the University has committed substantial financial, personnel, programmatic and intellectual resources toward implementing and expanding the initiatives listed in Paragraph 14(a) to support a safe community, educate students to be good neighbors, and mitigate the impacts of trash, noise and student behavior. Specifically,

- In Fall 2012, the University engaged an external consultant, Michael Akin of ReingoldLink, to conduct a review of the University's quality of life function and programs. Working closely with members of the GCP, Mr. Akin and his colleagues conducted a thorough review, and issued a detailed set of recommendations in February 2013. The University then engaged Mr. Akin to assist the University in implementing the recommendations and other recommendations of the GCP during the Spring and Summer of 2013. Many of the ReingoldLink recommendations are included as part of Paragraphs 14-18 below. For instance, ReingoldLink assisted with the national searches for several new positions (see below), the transformation of the Office of Neighborhood Life and its function, and the development of a 100% response policy to address quickly concerns that are reported to the University through the Helpline.
- In Summer 2013, consistent with recommendations from ReingoldLink and in close consultation with GCP community members, the University created a new Office of Neighborhood Life (ONL), which has as its primary purpose ensuring the quality of life of all residents of the neighborhood, both students and permanent residents.

- The new office has a heightened profile and a dual reporting line to the Office of Student Affairs and the Office of Community Engagement to increase accountability and effectiveness.
- It includes several new and re-structured positions: a Director of Neighborhood Life (an elevated and restructured position); a new Associate Director of Neighborhood Life (a new position); a new Associate Director of Student Conduct in the Office of Student Conduct, who works closely with the Director of Neighborhood Life and whose primary focus is off-campus behavior (a new position); a Coordinator of Off-Campus Housing (formerly a part-time position that has now become a full-time position); and a new hire for Community Director for West Georgetown.
- In Fall 2013, ONL implemented a new staffing model to ensure that its staff is on call 7 days a week to address neighborhood concerns.

14(a)(i). The University has worked toward ensuring that all of its programs, including the Student Neighbor Assistance Program (SNAP, the University's neighborhood patrol, staffed by a University professional and a security officer), MPD, and DPS, are proactive in responding to issues. Examples of these efforts include:

- ONL adopted a 100% response policy, which provides that the University will respond to 100% of calls to the University Helpline and "close the loop" with all callers who are receptive to follow up, by reporting on the University response to the call and the outcome of the response. GCP community leaders have bolstered this effort by encouraging their neighbors to be receptive to University follow up, and to communicate concerns to the University directly through the Helpline, which is discussed in detail below.
- To improve the ability of SNAP to be proactive, the University acquired a third SNAP vehicle and added proactive SNAP patrols on Friday and Saturday from 5pm to 10pm. SNAP continues to operate its regular proactive patrols on Thursday, Friday, and Saturday from 10pm to 3am. SNAP maintains a flexible schedule for high-priority weekends and deployed proactive patrols earlier in the day during Labor Day weekend and Homecoming weekend. The acquisition of a third SNAP vehicle arose through consultation with the GCP and in a tradeoff for a reduction of the number of MPD Reimbursable Detail officers on weekend nights from seven to five.
- ONL increased the size of the SNAP team and implemented new training procedures aimed at providing a greater consistency in SNAP's proactive response.

- The University invites GCP community members to join its weekly meetings with MPD regarding the Reimbursable Detail, and, together, community and university members of the GCP have urged MPD to respond proactively and to provide more comprehensive and timely reports from Reimbursable Detail officers.

14(a)(ii). The University added a second van to the M Street shuttle route to decrease the interval between shuttles.

- In Spring 2013, the University piloted a late night shuttle service to Dupont Circle and Adams Morgan on Friday and Saturday from 10pm to 3am, as part of an effort to increase students' social options outside of the immediate neighborhood. The University resumed that service in Fall 2013 and increased marketing of those shuttles to increase ridership.

14(a)(iii). During Summer 2013, the GCP convened a subgroup of students, neighbors and University administrators to revamp and make more effective the University's orientation and education programs related to off-campus living. The group re-designed the orientation program into a more engaging format that included the voices of key GCP community members. The new program was very positively received by all audiences.

- ONL conducted off-campus orientations that included resident voices (through videos) and highlighted student rights and responsibilities in the neighborhood, available resources, and University policies for student behavior in the neighborhood, including tenant rights and responsibilities; home safety; the importance of understanding lease agreements; University noise standards off campus and DC noise laws; University sanctions for off-campus conduct; the role of SNAP, DPS, and MPD in the neighborhood; trash and recycling regulations and responsibilities; property maintenance regulations and responsibilities; neighborhood safety resources such as GERMS, SafeRides, late-night shuttles, SNAP and DPS; transportation options serving the neighborhood; University resources such as the Office of Neighborhood Life, the Georgetown Student Tenant Association, and the Student Advocacy Office; and city resources such as DCRA and OTA.
- ONL also created a new Hoya Living Guide, a resource book for students living off campus, and distributed a copy to each student at orientation. The Hoya Living Guide includes information presented in the orientation. A copy of the Hoya Living Guide is included with this report as Exhibit 4.
- ONL expanded its orientation program to include on-campus students by providing "good neighbor" information as part of New Student Orientation Advisor (OA) training, Resident Assistant (RA) training, freshmen residence hall meetings, and sophomore residence hall floor meetings. ONL also

distributed the Hoya Living Guide at these meetings and has published the guide on its website.

- All students read and signed a community agreement setting out the University's expectations for students living off campus. A copy of the Community Contract is included with this report.

14(a)(iv). The University has continued its 24/7 hotline per Paragraph 4(a)(iv). It has been re-branded as the "Helpline" and enhanced in the following ways:

- ONL implemented a new Helpline response system for call takers, including a reporting system to capture relevant information for Helpline calls and immediately transmit the report to ONL for follow up.
- ONL trained DPS communications officers to answer the Helpline with a focus on excellent customer service, and ONL will continue to work with DPS to ensure consistency of response to callers.
- Based on feedback the University received from GCP community members, the University has designed the Helpline to operate as a single point of contact for all concerns about noise or other quality of life issues off campus, and has increased its marketing to permanent residents and students regarding this function.
 - ONL included information about the Helpline in its orientation for off-campus students and in the Hoya Living Guide; through neighborhood newsletters including the Burleith Bell, the Citizens Association of Georgetown newsletter, and the Georgetown University Neighborhood Newsletter; and presentations to the Foxhall Community Citizens Association meeting and Burleith Citizens Association meeting.
 - ONL also created magnets with the Helpline number and distributed them to students at off-campus orientation and to residents at community meetings.
 - Community members of the GCP are encouraging neighbors to call the Helpline in their public meetings, publications and in individual conversations.
- The Communications and Engagement working group has been working to provide new opportunities for the University and the community to engage in collegial and mutually-beneficial ways, including:

- Identifying and marketing existing University programs, events, and resources of interest to the community, including academic programs for community members; recreational memberships and programs; and performing arts;
- Increasing University participation in community events, committees, and organizations, including Glover Park Day; the annual Burleith Picnic; CAG's Concerts in the Park series; and Volta Park Day; and
- Creating new opportunities for community members to engage with the University, including special performing arts promotions for neighbors; a community fair and football tailgate; and a "safe-night" Halloween event.

14(b). All of the inputs and efforts listed above are works in progress. Many of the changes and enhancements were designed, with input from the GCP, over the first year of the Campus Plan and implemented for the Fall 2013 semester. The program as a whole is new enough that its effects—upon which the Campus Plan largely will be judged—cannot yet be thoroughly evaluated. Initial reports suggest some progress in the Fall 2013 on the issue of noisy parties in the neighborhood and the responsiveness of University programming to resident concerns, while we recognize that the issues persist and the need for substantial progress remains. Trash and landlord initiatives are at a particularly early stage of implementation and transient noise on the neighborhood streets remains a significant on-going issue of concern. The GCP is working on all of these issues intensively and collegially with a goal of showing substantial positive results.

15. In the last year, the University has implemented a range of policy changes and practices to make socializing on-campus more welcoming than socializing off-campus and to reduce the impacts of off-campus parties. Examples include:

- The University has adopted a noise policy off campus that states: "Excessive noise inside or outside a building is unacceptable. If noise can be heard beyond the property line, it is probably too noisy, taking into account the time and the nature of the activity generating the sound."
 - This policy and violations of it are part of the Code of Student Conduct. ONL included this language in off-campus orientation and in the Hoya Living Guide.
 - This policy is also the standard that SNAP uses while on proactive patrol in the neighborhood.

- The University strengthened the student conduct process by moving the adjudication of off-campus conduct from the Office of Neighborhood Life to the Office of Student Conduct.
 - In August 2013, the University, after a national search, hired a new Associate Director of Student Conduct whose primary responsibility is adjudicating off-campus conduct violations.
 - The conduct process has been revamped to be more transparent and efficient. The Associate Director strives to make contact with students within one business day of an incident and to adjudicate off-campus conduct cases within one week.
 - The University, working with the GCP's Student and Safety Life Working Group, also developed a new off-campus sanction regime with strong first-offense sanctions, and shared the sanction information and a clear summary chart with students. The stronger sanctions include likely Disciplinary Probation for a first violation, and the potential for relocation onto campus or suspension from the University for serious or repeated misconduct. A copy of the sanction chart is included at page 25 of the Hoya Living Guide, and the chart accompanies this report as Exhibit 5.
 - In consultation with the GCP, and with the goal of further educating students about rights and responsibilities living off campus, the University is developing "Home Beyond the Hilltop," an educational and sanction-reducing workshop for first offense violations.
 - The Office of Student Conduct also revised the Code of Student Conduct to make it more readable and eliminated the A-B-C sanction category distinction.
- In Spring 2013, the University eliminated the requirement that students register on-campus parties in advance, and it eliminated the one-keg limit for on-campus parties.
 - Students are required to attend an "I Know How to Party" information session prior to hosting a party, as part of the University's efforts to educate students about hosting gatherings responsibly.
- In Fall 2013, the University supported student leadership to pilot an open-container policy on campus. DPS officers will not interfere with students of legal age drinking outside in these designated on-campus locations so long as a student gathering does not become too large and behavior does not become unsafe.

- **DPS and Residence Life staff manage on-campus student parties to keep them under control and generally do not break up on-campus parties unless they become too large, disruptive, or unsafe.**

16. Working with the GCP, the Office of Neighborhood Life has furthered its relationships with city agencies to address quality of life and safety issues in the community.

- **In Summer 2013, the GCP supported the establishment of the Georgetown Student Tenant Association, a student-run tenant advocacy program. The Office of the Tenant Advocate (OTA) is a District government agency that provides legal and technical resources to tenants in disputes with landlords; educates tenants about rights and responsibilities in housing matters; advocates for the interests of tenants; and provide financial assistance to displaced tenants for emergency and relocation expenses.**
 - **ONL is currently working with OTA to provide a workshop for students focused on tenant rights and District resources available to student tenants.**
- **ONL maintains working relationships with the Department of Public Works (DPW) for trash enforcement in the community, and works with DPW's Solid Waste Education and Enforcement Program (SWEEP) to sponsor community cleanups and to assist in educating students about proper waste management.**
- **To better educate students about public space and trash disposal, the GCP has engaged the Office of Surveyor at DCRA to understand property lines at student houses in Georgetown and Burleith.**
- **The GCP has also worked with DCRA to better understand the Basic Business License (BBL) requirement for rental properties, including exceptions to the requirement, and ONL is executing a strategy recommended by the GCP to pursue a campaign to identify student rental properties without a BBL.**

17. The University maintains an off-campus housing website, which includes a list of recommended rental properties and apartment buildings available outside of Georgetown and Burleith. The website also allows for landlords to list properties and for students to search for available properties. The Coordinator of Off-Campus Housing in the Office of Neighborhood Life assists students with finding rental properties off-campus, including properties outside the Georgetown and Burleith neighborhoods.

18. The University confirms that every property it publishes for rental on its website has a Basic Business License, and it is working with the GCP Environment and Landlord Working Group on an aggressive campaign to determine whether properties currently leased to students maintain a BBL.

- **The University maintains a “Properties of Concern” policy that states properties receiving three or more verified complaints over a two-year period will be added to a “Properties of Concern” list, which is published on the Office of Neighborhood Life website. A property will remain on the list for at least one year and will be removed only if there are no verified complaints within one year from the last verified complaint. Properties on the list will not be eligible to be listed or advertised on the University’s off-campus housing website. ONL sends letters to landlords of properties with verified complaints and posts the list on its website.**
- **The University has encouraged “good neighbor” behavior from landlords by asking landlords that rent to students to sign a landlord pledge, and publishes a list on the off-campus housing website of all landlords that have signed the pledge.**
- **As part of the off-campus orientation program, ONL educated students about the BBL requirement for rental properties and encouraged students to request a home inspection from DCRA, working with ONL as needed.**

On-Campus Social Life Improvements (Paragraphs 19–21)

19. Construction of the Healey Family Student Center is underway, and the Center is on track for a Fall 2014 opening. The Student Center will include an on-campus pub, and the University has convened a regular student working group to ensure that both the student center and the pub are appealing to students.

20. To make on-campus social life more attractive, food trucks began serving campus regularly during late night hours in Fall 2012.

21. In consultation with the student and community members of the GCP and consistent with the vision for a more vibrant living and learning campus, the University has implemented a number of other programs to promote student social life on campus, including:

- **negotiating with a campus vendor to provide 24 hour hot food services during the academic year;**

- enhanced late-night programming on campus, including weekly events through the Georgetown Program Board (GPB) and other campus student groups;
- relaxed enforcement of on-campus party policies;
- reduction in the restrictions for student groups to reserve campus space for academic and social purposes;
- improved the on-campus food court (Hoya Court) in response to student feedback.

Additionally, the University has facility improvements underway that will improve the student social and recreational experience on campus by creating new activity space on campus:

- The design of the new Northeast Triangle residence hall includes more useable green space around the building and a large multi-use space on the ground floor;
- The University hopes to break ground on the Intercollegiate Athletics Center in 2014, which will provide new practice and activity space for student athletes;
- The University is conducting a year-long study of Kehoe Field to better understand the needs of that facility and make improvements to the field so that it becomes more useable for students.

Comprehensive Transportation Plan (Paragraphs 22–29)

22. The University has retained Forest City Washington and Sasaki & Associates to assist with the University's master planning process and the development of the main campus as a living and learning community, in close consultation with the GCP. In addition to developing a long-term planning vision, Forest City and Sasaki are assessing the University's campus transportation network, including pedestrian pathways, vehicle travel patterns, the campus road network, and the Georgetown University Transportation Shuttle (GUTS) system. The University has also contracted with Wells & Associates and Dewberry, transportation planning and design consultants, to assist with the University's comprehensive transportation plan.

- The University is working, through the GCP, with DDOT and with MedStar toward maximizing the use of the Canal Road entrance for all GUTS routes

except the Wisconsin Avenue shuttle, consistent with the goals articulated in Paragraph 22 of the Order.

- The University is working with the GCP and MedStar to develop a campus bus turnaround to enable maximum use of Canal Road, and, consistent with the Order, the Loop Road described in the 2010 submission is not a possible option.
- The University, in consultation with GCP leaders, has initiated planning with DDOT regarding the Canal Road testing required by Paragraph 22, and plans to do that testing in several phases between now and Fall 2015.
- In Spring 2013, the University installed GPS devices in all its GUTS buses and launched NextGUTS, a GPS tracking tool on the Georgetown University mobile app. NextGUTS allows users to track the location of the bus and accurately predict its arrival time. The University has also installed GPS devices in its SafeRides shuttles and late-night shuttles to M Street, Dupont Circle, and Adams Morgan.

23. The University has continued to adhere to its Transportation Demand Management (TDM) plan. Specifically,

- The University has provided 8 new Zipcar parking spaces on campus;
- University and community leaders have advocated for additional Capital Bikeshare stations on or near campus, and the University has implemented other on-campus private bike share programs. The University recently applied to the League of American Bicyclists's Bicycle Friendly University program and was awarded a Bronze designation.
- The University has maintained existing TDM programs and is planning to implement additional measures to improve bike and pedestrian access on campus and monitor electronically on-campus parking resources.
- The University has worked to increase the efficacy of its TDM initiatives by actively participating in the Georgetown Business Improvement District (BID) strategic planning process, including developing plans to improve transportation options within the Georgetown neighborhood. The University is seeking opportunities to partner with the BID on alternative transportation projects. The University is actively exploring the viability of developing an aerial gondola to serve the University and the potential to extend the DC streetcar to the University.
- Over the summer, pursuant to Paragraph 33, the University updated its undergraduate parking policy to prohibit all traditional undergraduate

students from parking cars on the streets in West Georgetown, Burleith, and Foxhall, subject to reasonable, very limited exceptions. This policy is described in more detail in Paragraph 33 below.

24. Over the past year, the University has worked with both DDOT and the GCP to review the design of the proposed Left Turn Lane on Reservoir Road at Entrance 1. In connection with this review, the GCP has raised concerns that the Left Turn Lane would require a widening of Reservoir Road and necessitate the removal of over two dozen mature trees. Accordingly, the GCP asked DDOT to reconsider the need for the Left Turn Lane in light of the proposed lane widths and a possible reexamination of traffic projections at that intersection.

The GCP and DDOT agreed that University's consultant Wells & Associates would reassess the need for the Left Turn Lane by providing updated traffic counts and an updated assessment of traffic projections along that segment of Reservoir Road. Based on this information, the GCP and DDOT will reevaluate the need for the Left Turn Lane as well as the related provision under Paragraph 25 regarding realignment of the location of Entrance #1. The GCP and DDOT anticipate this evaluation will be completed by Fall 2014. The parties agree that the University is in compliance with this provision of the Plan, as the re-assessment of the need for the Left Turn Lane is the result of the planning and approval process and triggered by factors outside of the University's control.

A letters from the GCP on this issue is attached as Exhibit 6.

25. As the GCP and DDOT have agreed to continue studying the need for the Reservoir Road Left Turn Lane, the University has not begun conducting traffic studies of the Reservoir Road and 38th Street/Gate #1 intersection to determine the need for realignment. The GCP and DDOT will reevaluate the need to study a potential realignment of this intersection upon conclusion of the additional Reservoir Road Left Turn Lane study, anticipated in Fall 2014.

26. The University contacted DDOT regarding the process for escrowing funds for the design and installation of a new traffic signal for Gate #3 and Reservoir Road in December 2012, and awaits DDOT's direction about how to proceed.

27. Wells & Associates, the University's transportation planning consultants, completed the annual transportation performance monitoring study outlined in Paragraph 27. It was reviewed by the GCP and submitted by the November 15 deadline to DDOT. The monitoring study includes a mode-split travel survey that Wells & Associates conducted in Spring 2013; an inventory and occupancy measure of bike racks on campus; an inventory and occupancy measure of vehicular parking on campus; and an inventory and occupancy measure of parking spaces in Georgetown and Burleith. Additional items in the study include an analysis of the University's use of Capital Bikeshare, Zipcar, and other TDM initiatives. A

supplement to this study includes an inventory and occupancy measure of parking spaces in Foxhall Village.

28. To minimize traffic and parking impacts, the Department of Performing Arts is adhering to the Campus Plan requirement that weekday evening performances expected to draw more than 100 visitors will not begin before 7:00pm.

29. To minimize traffic and parking impacts, Georgetown University Athletics is adhering to the Campus Plan requirement that weekday athletic events at Harbin Field expected to draw over 100 visitors must begin before 4:00pm or after 7:00pm.

Parking (Paragraph 30-33)

30. The University has maintained a parking inventory of no more than 4,080 parking spaces as outlined in Paragraph 30. The University is exploring electronic monitoring of on-campus parking resources to better manage the inventory and occupancy of on-campus parking. The University has added eight Zipcar parking spaces on campus. These Zipcar spaces are not counted toward the University's overall parking cap.

31. The University has created incentives to encourage students not to bring cars to campus, including:

- contracting and adding spaces for Zipcars on campus;
- exploring the possible expansion of the Capital Bikeshare program;
- creating a campus-specific bikesharing program through the student government;
- exploring a potential partnership with Car2Go; and
- expanding existing and adding new bike infrastructure to campus.

When communicating the changes to the undergraduate parking policy described in Paragraph 33 and in its many off-campus orientation sessions, the University highlighted alternative transportation modes that serve the campus.

32. The University, through the GCP and other community organizations, has worked actively to address on-street parking issues. Examples of this engagement include:

- The University's mode-split survey included questions about on-street parking to better understand the impact that University members have on the availability of on-street parking.
- The University has participated in an on-going community review of parking policies in the surrounding neighborhood and business district.
- The University has participated in the Georgetown BID's planning process to provide alternative transportation options to and within Georgetown.
- The University has also encouraged students to use of public transportation or satellite parking facilities.
- Pursuant to Paragraph 8, the University has relocated 1,000 graduate students in the School of Continuing Studies to its new downtown campus at 640 Massachusetts Avenue NW. The relocation of these students has reduced the evening demand for on street parking in the Georgetown neighborhood.

33. The University updated its undergraduate parking policy to prohibit undergraduate students from bringing cars to campus and parking them on the street in West Georgetown, Burleith, and Foxhall Village, subject to reasonable exceptions. In Summer 2013, the University notified all undergraduate students and parents of undergraduate students of this policy through email and a postcard mailed to permanent addresses. The University also distributed this postcard on campus, which highlighted alternative transportation modes in Georgetown as well as explained the parking policy, to students at the mandatory off-campus orientation sessions.

Limitation on University's Property Acquisitions (Paragraph 34)

34. During the current period of the campus plan, the University has complied with limits on property acquisitions and has not sought to purchase or enter into a lease or other agreement for additional property for in Georgetown, Burleith, or Foxhall for use as student housing.

Medical Facilities (Paragraph 35)

35. The University has been actively engaged with MedStar Health, Inc. (MedStar) to develop a master plan for the growth of the Medical Facilities and has communicated to MedStar the need for ongoing collaborative planning as a condition of this Campus Plan. On behalf of MedStar and the provisions of Paragraph 35, the University has submitted a request for further processing for a proton therapy facility, and is working with MedStar to ensure that the project can

be implemented in a way that facilitates the University's compliance with the conditions of the campus plan.

Kehoe Field Enclosure (Paragraphs 36-37)

36-37. The University has not yet enclosed Kehoe Field. When and if it does, it will do so consistent with paragraph 36.

Reporting and Compliance Review (Paragraph 38)

38. The University submits this report to the GCP and to the Zoning Administrator in satisfaction of the annual compliance report requirement. The University will continue to file this compliance report annually.

Campus Plan Boundary

39. The campus plan boundaries remain the same.

Revised Campus Plan

40. A revised campus plan was prepared in consultation with the GCP and submitted to the Zoning Commission in November 2012.

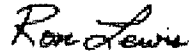
Human Rights Act

41. The University remains in compliance with the Human Rights Act.

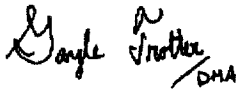
Respectfully submitted,



Christopher Augustini
Chief Operating Officer
Georgetown University



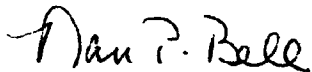
Ronald Lewis
Chair, ANC2E



Gayle Trotter
ANC3D



Jennifer Altemus
Board Member
Citizens Association of Georgetown



Nan Bell
President
Burleith Citizens Association



Conrad J. Dewitte, Jr.
Board Member
Foxhall Community Citizens Association

EXHIBIT 1 – TERMS OF REFERENCE

Georgetown Community Partnership

Terms of Reference (draft 4/25/13)

ROLES & RESPONSIBILITIES

1. The mission of the Georgetown Community Partnership (GCP) is as follows
 - a. Promote consensus based decisions to support the implementation of the 2010 campus plan and development of a 2017 campus plan by providing a collegial forum for discussion, information sharing and decision-making.
2. The structure of the Partnership is comprised of the following:
 - a. Steering Committee Co-Chairs and members
 - b. Working Group Co-Chairs and members
3. Members of the steering committee are designated representatives of six parties to the 2010 Georgetown University Campus Plan. The six parties are Georgetown University; Advisory Neighborhood Commission 2E, Advisory Neighborhood Commission 3D, Citizens Association of Georgetown CAG); Burleith Citizens Association (BCA), and Foxhall Community Citizens Association (FCCA).
4. Steering Committee
 - a. Convenes four times per year (January, April, July, October). The Co-Chairs will determine if and when "called" meetings are necessary and will they occur.
 - b. The co-chairs of the GCP and Steering Committee are Chairperson, ANC 2E and Chief Operating Officer (COO), Georgetown University
 - c. Additional neighborhood representatives are as follows: ANC 2E (2), ANC 3D (1), CAG (1), BCA (1), FCCA (1)
 - d. Additional university representatives are as follows: Provost (P); Chief Financial Officer (CFO); Dean of Student Affairs (DSA); Vice President for Public Affairs; Vice President for Facilities Management and Planning; Associate Vice President, Office of Community Engagement and Strategic Initiatives; President, Georgetown University Student Association
 - e. Service on the Steering Committee is 12 months.
 - f. Period of service is July 1 of current year to June 30 of following year.
 - g. Membership is by the named member, without substitutions from meeting to meeting
 - h. The directory of Steering Committee members (2012-2013) can be found in Attachment A.

5. Working Groups

- a. The five standing working groups of the GCP are as follows:
 - i. Safety and Student Life
 - ii. Environment and Landlord Issues
 - iii. Transportation and Parking
 - iv. Communications and Engagement
 - v. Metrics and Data
- b. Convene at least six times per year (November, December, February, March, May, June, August) or otherwise as deemed appropriate by each working group's co-chairs and approved by the Steering Committee co-chairs
- c. The co-chairs and members of the working groups are appointed by the Steering Committee co-chairs with the consensus approval of the steering committee.
- d. Service on a working group is 12 months.
- e. Period of service is July 1 of current year to June 30 of following year.
- f. Members of the Steering Committee may participate in each working group.
- g. Working group co-chairs will report on status at regularly scheduled Steering Committee meetings.

GROUND RULES

6. Partnership members will engage in facilitated discussion, which allows for the voicing of different opinions and holds everyone in the room responsible for a successful collaborative process to the maximum extent possible.
7. Partnership members participate as representatives of their organizations. Members will take care to delineate their personal views from organizational interests in Partnership deliberations.
8. When speaking with others outside the Partnership (such as the media), Partnership members should indicate that they are not speaking on behalf of the Partnership and present only the views of their organizations or their personal views, as the case may be. Members will conscientiously refrain from expressing, characterizing, quoting or judging the views of others. The Steering Committee co-chairs, by agreement between them, may speak from time to time on behalf of the Partnership.
9. Each member of the Partnership takes responsibility for attending regularly scheduled meetings, reading distributed materials, and promoting the overall success of the Partnership.
10. Each member of the Partnership agrees to reach decisions by consensus to the maximum extent possible with the guidance of co-chairs and impartial facilitation.

- 11. Partnership members will be aware of the limited time in the meetings and will therefore express themselves succinctly to allow time for others to share their thoughts and opinions.**
- 12. Partnership members agree to accept impartial facilitation to promote consensus-based decisions and to accept staff support from the Office of Community Engagement and Strategic Initiatives, Georgetown University.**

EXHIBIT 2 – FALL 2012 ENROLLMENT AND HOUSING REPORT



Georgetown University
2010-2017 Campus Plan
Enrollment and Housing Report
Zoning Commission Case No. 10-32
Condition 11

Fall 2012 Report
Prepared: December 2012
Revised: July 2013

Enrollment & Housing Report Notes

This Enrollment & Housing Report fulfills the requirement in Condition 11 of the D.C. Zoning Commission Order No. 10-32 of October 10, 2012. Condition 11 states:

The University shall provide the GCP, prior to the end of each Spring and Fall semester, a complete report on the student enrollment maximums set forth in Conditions 8-10 above. The report shall also contain information on the full-time, traditional undergraduate enrollment as defined in the 2000 Campus Plan, other categories of undergraduate students (as defined under the 2000 Campus Plan as well as under this Campus Plan), enrollment in the School of Continuing Studies, and graduate student enrollment. The report shall also contain the number and location of all University-provided student housing. The Report shall contain a certificate as to its accuracy signed by the Provost of the University. A copy of the Report shall also be filed with the Zoning Administrator.

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Maximum Total Enrollment

Note: All Fall 2012 enrollment data based on Registrar's reporting date of September 30, 2012.

Condition 8: Main Campus Student Headcount

For the duration of the Campus plan, the Main Campus student headcount shall not exceed 14,106 students. The Main Campus student headcount shall be defined as the Georgetown University total student body, minus the number of students (by headcount) who are not registered for any courses located at the Main Campus (e.g. students who are registered for courses located only at off-campus locations (such as the Law Center, SFS-Qatar, and other locations not at the Main Campus ("off-campus")), students studying abroad, and continuous registration students) and, starting in Fall 2012, senior citizens auditing courses located at the Main Campus.

GU Response

	Fall 2011	Fall 2012
Main Campus Student Headcount	13,452	13,150

See Attachment A: Main Campus Student Headcount Details for the methodology of calculating the Main Campus student headcount.

Georgetown University
Fall 2012 Report

Condition 8b: School of Continuing Studies Satellite Location

By December 31, 2013, the University shall locate at least 1,000 students enrolled in the School of Continuing Studies (SCS) at one or more satellite locations not within zip code 20007.

GU Response

Georgetown University
Fall 2012 Report

Condition 8c: Senior Citizen Auditor Program

The University shall maintain the senior citizen auditor program.

GU Response

	Fall 2011	Fall 2012
Senior Citizen Auditor Program Headcount	51	72

Condition 9: Traditional Undergraduate Program Student Headcount

The Traditional Undergraduate Program student headcount shall not exceed 6,675 students. For purposes of this condition, the Traditional Undergraduate Student headcount shall be defined as the Main Campus student headcount as defined in Condition 8 plus students studying abroad minus the number of graduate students, professional students, students enrolled in the School of Continuing Studies, non-degree students, and students returning for their second degree in nursing, all by headcount.

GU Response

	Fall 2011	Fall 2012
Traditional Undergraduate Program Student Headcount	6,653	6,607

See Attachment B: Traditional Undergraduate Program Student Headcount Details for the methodology of calculating the Traditional Undergraduate Program student headcount.

Condition 10: Medical Student Program Headcount

The Medical Student Program headcount shall not exceed 830 students. For purposes of this condition, the Medical Student Program headcount shall be defined as all students enrolled in the Doctor of Medicine (MD) degree program that are registered in at least one course on the Main Campus.

GU Response

	Fall 2011	Fall 2012
Medical Student Program Headcount	804	808

Condition 11, Part 1: Full-Time, Traditional Undergraduate and School of Continuing Studies Enrollment

The report shall also contain information on the full-time, traditional undergraduate enrollment as defined in the 2000 Campus Plan, other categories of undergraduate students (as defined under the 2000 Campus Plan as well as under this Campus Plan), enrollment in the School of Continuing Studies, and graduate student enrollment.

GU Response

	2011-2012		2012-2013	
	Fall 2011	Spring 2012	Fall 2012	Spring 2013
Full-Time, Traditional Undergraduate Enrollment (semester)	6,102	5,735	6,067	NA

The average enrollment for the 2012-2013 academic year will be provided in the spring 2013 Enrollment and Housing Report. Details of fall 2011 and 2012 full-time, traditional undergraduate enrollment can be found in Attachment C: Traditional Undergraduate Program Student Headcount Details.

	Fall 2011	Fall 2012
Main Campus School of Continuing Studies Enrollment	1,431	1,360

See Attachment D: Traditional Undergraduate Program Student Headcount Details for the methodology of calculating the Main Campus School of Continuing Studies Enrollment.

Georgetown University
Fall 2012 Report

Condition 11, Part 2: University Provided Student Housing

The report shall also contain the number and location of all University-provided student housing.

GU Response

Building Name	Location	Fall 2012 Undergraduate Bed Count
Alumni Square	Main Campus	348
Copley Hall	Main Campus	320
Darnall Hall	Main Campus	318
Harbin Hall	Main Campus	440
Henle Village	Main Campus	459
Kennedy	Main Campus	301
LXR (Loyola, Xavier, Ryder)	Main Campus	289
McCarthy	Main Campus	292
Nevils Building	Main Campus	225
New South	Main Campus	392
Reynolds	Main Campus	202
Townhouses (inside boundary)	Main Campus	290
Village A	Main Campus	498
Village C East	Main Campus	288
Village C West	Main Campus	391
Total Undergraduate Beds		5,053

Georgetown University

Fall 2012 Report

Condition 11, Part 3: Certificate of Accuracy

The Report shall contain a certificate as to its accuracy signed by the Provost of the University.

GU Response

I certify that having reviewed the enrollment numbers provided by the University Registrar, and verified by the Office of Assessment and Decision Support, based on the data used for the University's IPEDS report that this revised document accurately reflects the Hilltop enrollment at Georgetown University for fall 2012.

A handwritten signature in black ink, reading "Robert M. Groves", is written over a horizontal line.

Robert M. Groves, Ph.D.

Provost

Attachments

Attachment A: Main Campus Student Headcount Details

As detailed below, the Main Campus student headcount shall be defined as the Georgetown University total student body, minus the number of students (by headcount) who are not registered for any courses located at the Main Campus (e.g. students who are registered for courses located only at off-campus locations (such as the Law Center, SFS-Qatar, and other locations not at the Main Campus ("off-campus")), students studying abroad, and continuous registration students) and, starting in Fall 2012, senior citizens auditing courses located at the Main Campus.

	Fall 2011	Fall 2012
Georgetown University total student body	17,130	17,357
Less Law Center	-2,677	-2,722
Less SFS-Qatar	-190	-240
Plus Law Center and SFS-Q students who take a class on the Main Campus	+33	+31
Less other students who take all classes at an off-campus location (e.g. online, South America)	-342	-700
Less Study Abroad	-410	-398
Less Continuous Registration	-92	-106
Less Senior Citizen Auditors	N/A	-72
Main Campus Student Headcount	13,452	13,150

Attachment B: Traditional Undergraduate Program Student Headcount Details

The Traditional Undergraduate Program student headcount shall not exceed 6,675 students. For purposes of this condition, the Traditional Undergraduate Student headcount shall be defined as the Main Campus student headcount as defined in Condition 8 plus students studying abroad minus the number of graduate students, professional students, students enrolled in the School of Continuing Studies, non-degree students, and students returning for their second degree in nursing, all by headcount.

	Fall 2011	Fall 2012
Main Campus Student Headcount	13,452	13,150
Plus students studying abroad	+410	+398
Less graduate and professional students:	-6460	-6304
Less students enrolled in non-traditional undergraduate programs:		
Undergraduate School of Continuing Studies	-251	-171
Accelerated Second Degree BSN	-157	-148
Non-degree	-341	-318
Traditional Undergraduate Program Headcount	6,653	6,607

Attachment C: Full-Time, Traditional Undergraduate Enrollment Details

Per the 2000 Campus Plan, the full-time, traditional undergraduate student count excludes students studying abroad, non-degree students, part-time students, students returning to school for a second undergraduate degree in nursing, veterans, students over 25, and commuters.

	Fall 2011	Fall 2012
Georgetown University total student body	17,130	17,357
Less Law Center	-2,677	-2,722
Less Medical Center (professional)	-835	-829
Less Graduate School (Main, Med Center, MSB)	-4,542	-4,433
Less Graduate SCS	-1,322	-1,317
Less Graduate School Online	-164	-504
Total Undergraduate Enrollment	7,590	7,552
Less SFS-Qatar	-190	-240
Less Remaining Study Abroad	-399	-391
Less Remaining Non-Degree Students	-445	-422
Less Remaining Part-Time Students	-145	-134
Less RNs Returning to School	-157	-148
Less Remaining Traditional Veterans	-58	-66
Less Remaining Students Over 25	-33	-28
Less Remaining Commuters	-61	-56
Main Campus Student Headcount	6,102	6,067

Attachment D: School of Continuing Studies Enrollment Details

The following table calculates the Main Campus School of Continuing Studies (SCS) Enrollment based on the same methodology used to determine the Main Campus Student Headcount.

	Fall 2011	Fall 2012
Total School of Continuing Studies Enrollment	1,573	1,560
Less Students who take all classes at the Downtown location	0	0
Less Students Studying Abroad	0	0
Less Continuous Registration and Students with No Class Meetings	-91	-128
Less Senior Citizen Auditors	-51	-72
Main Campus SCS Enrollment	1,431	1,360

EXHIBIT 3 – SPRING 2013 ENROLLMENT AND HOUSING REPORT



Georgetown University
2010-2017 Campus Plan
Enrollment and Housing Report
Zoning Commission Case No. 10-32
Condition 11

Spring 2013 Report
Prepared: July 2013

Enrollment & Housing Report Notes

This Enrollment & Housing Report fulfills the requirement in Condition 11 of the D.C. Zoning Commission Order No. 10-32 of October 10, 2012. Condition 11 states:

The University shall provide the GCP, prior to the end of each Spring and Fall semester, a complete report on the student enrollment maximums set forth in Conditions 8-10 above. The report shall also contain information on the full-time, traditional undergraduate enrollment as defined in the 2000 Campus Plan, other categories of undergraduate students (as defined under the 2000 Campus Plan as well as under this Campus Plan), enrollment in the School of Continuing Studies, and graduate student enrollment. The report shall also contain the number and location of all University-provided student housing. The Report shall contain a certificate as to its accuracy signed by the Provost of the University. A copy of the Report shall also be filed with the Zoning Administrator.

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Georgetown University
Spring 2013 Report

Maximum Total Enrollment

Note: All Spring 2013 enrollment data based on Registrar's reporting date of January 30, 2013.

Condition 8: Main Campus Student Headcount

For the duration of the Campus plan, the Main Campus student headcount shall not exceed 14,106 students. The Main Campus student headcount shall be defined as the Georgetown University total student body, minus the number of students (by headcount) who are not registered for any courses located at the Main Campus (e.g. students who are registered for courses located only at off-campus locations (such as the Law Center, SFS-Qatar, and other locations not at the Main Campus ("off-campus")), students studying abroad, and continuous registration students) and, starting in Fall 2012, senior citizens auditing courses located at the Main Campus.

GU Response

	Spring 2012	Spring 2013
Main Campus Student Headcount	13,088	12,803

See Attachment A: Main Campus Student Headcount Details for the methodology of calculating the Main Campus student headcount.

Georgetown University
Spring 2013 Report

Condition 8b: School of Continuing Studies Satellite Location

By December 31, 2013, the University shall locate at least 1,000 students enrolled in the School of Continuing Studies (SCS) at one or more satellite locations not within zip code 20007.

GU Response

Georgetown University
Spring 2013 Report

Condition 8c: Senior Citizen Auditor Program

The University shall maintain the senior citizen auditor program.

GU Response

	Spring 2012	Spring 2013
Senior Citizen Auditor Program Headcount	60	61

Condition 9: Traditional Undergraduate Program Student Headcount

The Traditional Undergraduate Program student headcount shall not exceed 6,675 students. For purposes of this condition, the Traditional Undergraduate Student headcount shall be defined as the Main Campus student headcount as defined in Condition 8 plus students studying abroad minus the number of graduate students, professional students, students enrolled in the School of Continuing Studies, non-degree students, and students returning for their second degree in nursing, all by headcount.

GU Response

	Spring 2012	Spring 2013
Traditional Undergraduate Program Student Headcount	6,557	6,462

See Attachment B: Traditional Undergraduate Program Student Headcount Details for the methodology of calculating the Traditional Undergraduate Program student headcount.

Georgetown University
Spring 2013 Report

Condition 10: Medical Student Program Headcount

The Medical Student Program headcount shall not exceed 830 students. For purposes of this condition, the Medical Student Program headcount shall be defined as all students enrolled in the Doctor of Medicine (MD) degree program who are registered in at least one course on the Main Campus.

GU Response

	Spring 2012	Spring 2013
Medical Student Program Headcount	799	804

Condition 11, Part 1: Full-Time, Traditional Undergraduate and School of Continuing Studies Enrollment

The report shall also contain information on the full-time, traditional undergraduate enrollment as defined in the 2000 Campus Plan, other categories of undergraduate students (as defined under the 2000 Campus Plan as well as under this Campus Plan), enrollment in the School of Continuing Studies, and graduate student enrollment.

GU Response

	2011-2012		2012-2013	
	Fall 2011	Spring 2012	Fall 2012	Spring 2013
Full-Time, Traditional Undergraduate Enrollment (semester)	6,102	5,735	6,067	5,728

Details of Spring 2012 and 2013 full-time, traditional undergraduate enrollment can be found in Attachment C: Full-Time, Traditional Undergraduate Enrollment Details.

	2011-2012		2012-2013	
	Fall 2011	Spring 2012	Fall 2012	Spring 2013
Main Campus School of Continuing Studies (semester)	1,431	1,414	1,360	1,287

Attachment D: School of Continuing Studies Enrollment Details for the methodology of calculating the Main Campus School of Continuing Studies Enrollment.

Condition 11, Part 2: University Provided Student Housing

The report shall also contain the number and location of all University-provided student housing.

GU Response

Building Name	Location	Spring 2013 Undergraduate Bed Count
Alumni Square	Main Campus	348
Copley Hall	Main Campus	320
Darnall Hall	Main Campus	318
Harbin Hall	Main Campus	440
Henle Village	Main Campus	459
Kennedy	Main Campus	301
LXR (Loyola, Xavier, Ryder)	Main Campus	289
McCarthy	Main Campus	292
Nevils Building	Main Campus	225
New South	Main Campus	392
Reynolds	Main Campus	202
Townhouses	Main Campus	290
Village A	Main Campus	498
Village C East	Main Campus	288
Village C West	Main Campus	391
Total Undergraduate Beds		5,053

Georgetown University
Spring 2013 Report

Condition 11, Part 3: Certificate of Accuracy

The Report shall contain a certificate as to its accuracy signed by the Provost of the University.

GU Response

I certify that having reviewed the enrollment numbers provided by the University Registrar, and verified by the Office of Assessment and Decision Support, based on the data used for the University's IPEDS report that this document accurately reflects the Hilltop enrollment at Georgetown University for Spring 2013.

A handwritten signature in black ink, appearing to read "Robert M. Groves", is written over a horizontal line.

Robert M. Groves, Ph.D.

Provost

Georgetown University
Spring 2013 Report Attachments

Attachments

Attachment A: Main Campus Student Headcount Details

As detailed below, the Main Campus student headcount shall be defined as the Georgetown University total student body, minus the number of students (by headcount) who are not registered for any courses located at the Main Campus (e.g. students who are registered for courses located only at off-campus locations (such as the Law Center, SFS-Qatar, and other locations not at the Main Campus ("off-campus")), students studying abroad, and continuous registration students) and, starting in Fall 2012, senior citizens auditing courses located at the Main Campus.

	Spring 2012	Spring 2013
Georgetown University total student body	16,741	16,714
Less Law Center	-2,536	-2,574
Less SFS-Qatar	-188	-238
Plus Law Center and SFS-Q students who take a class on the Main Campus	+37	+37
Less other students who take all classes at an off-campus location (e.g. online, South America)	-492	-712
Less Study Abroad	-310	-249
Less Continuous Registration	-104	-114
Less Senior Citizen Auditors	-60	-61
Main Campus Student Headcount	13,088	12,803

Attachment B: Traditional Undergraduate Program Student Headcount Details

The Traditional Undergraduate Program student headcount shall not exceed 6,675 students. For purposes of this condition, the Traditional Undergraduate Student headcount shall be defined as the Main Campus student headcount as defined in Condition 8 plus students studying abroad minus the number of graduate students, professional students, students enrolled in the School of Continuing Studies, non-degree students, and students returning for their second degree in nursing, all by headcount.

	Spring 2012	Spring 2013
Main Campus Student Headcount	13,088	12,803
Plus students studying abroad	+310	+249
Less graduate and professional students:	-6,148	-5,983
Less students enrolled in non-traditional undergraduate programs:		
Undergraduate School of Continuing Studies	-221	-157
Accelerated Second Degree BSN	-100	-115
Non-degree	-372	-335
Traditional Undergraduate Program Headcount	6,557	6,462

Georgetown University
Spring 2013 Report Attachments

Attachment C: Full-Time, Traditional Undergraduate Enrollment Details

Per the 2000 Campus Plan, the full-time, traditional undergraduate student count excludes students studying abroad, non-degree students, part-time students, students returning to school for a second undergraduate degree in nursing, veterans, students over 25, and commuters.

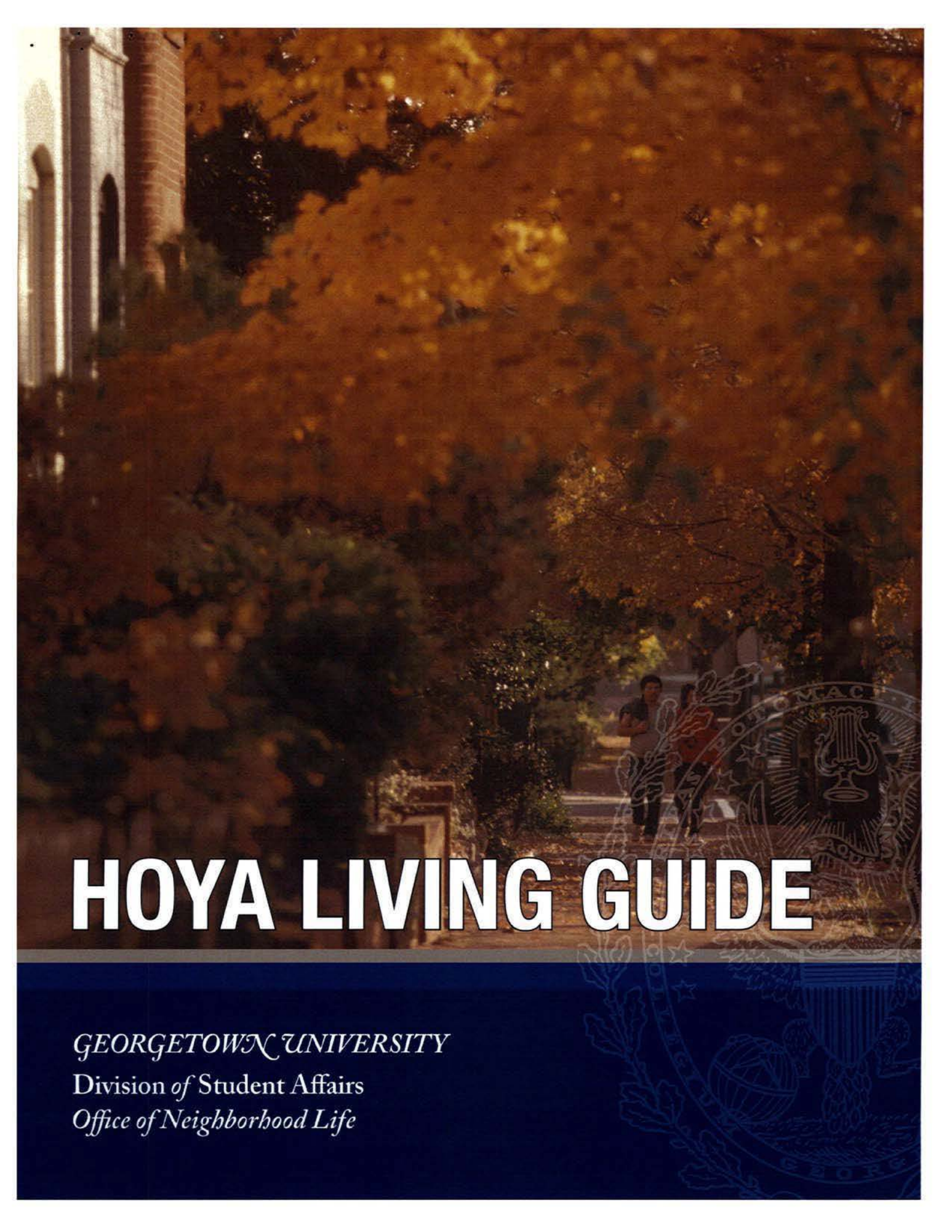
	Spring 2012	Spring 2013
Georgetown University total student body	16,741	16,714
Less Law Center	-2,536	-2,574
Less Medical Center (professional)	-830	-825
Less Graduate School (Main, Med Center, MSB)	-4,302	-4,204
Less Graduate SCS	-1,317	-1,262
Less Graduate School Online	-264	-491
Total Undergraduate Enrollment	7,492	7,358
Less SFS-Qatar	-188	-238
Less Remaining Study Abroad	-299	-231
Less Remaining Non-Degree Students	-504	-411
Less Remaining Part-Time Students	-487	-459
Less RNs Returning to School	-100	-115
Less Remaining Traditional Veterans	-60	-70
Less Remaining Students Over 25	-39	-46
Less Remaining Commuters	-80	-60
Main Campus Student Headcount	5,735	5,728

Attachment D: School of Continuing Studies Enrollment Details

The following table calculates the Main Campus School of Continuing Studies (SCS) Enrollment based on the same methodology used to determine the Main Campus Student Headcount.

	Spring 2012	Spring 2013
Total School of Continuing Studies Enrollment	1,598	1,480
Less Students who take all classes at the Downtown location	0	0
Less Students Studying Abroad	0	0
Less Continuous Registration and Students with No Class Meetings	-124	-132
Less Senior Citizen Auditors	-60	-61
Main Campus SCS Enrollment	1,414	1,287

EXHIBIT 4 – HOYA LIVING GUIDE

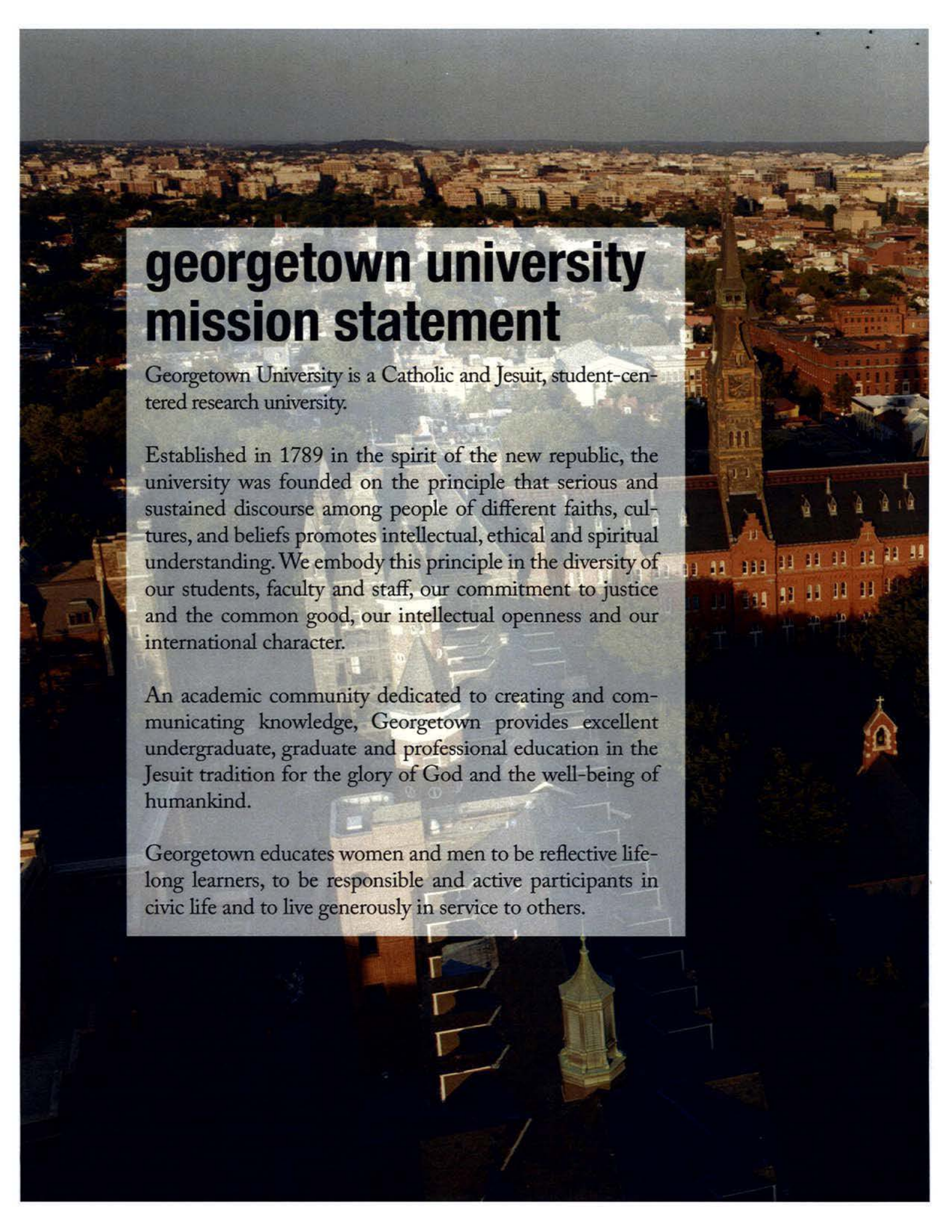
A photograph of a Georgetown University campus scene. In the background, a tall brick building with arched windows is visible. The foreground is filled with trees displaying vibrant autumn foliage in shades of orange, yellow, and brown. A path leads through the trees, and a few people can be seen walking in the distance. The overall atmosphere is warm and scenic.

HOYA LIVING GUIDE

GEORGETOWN UNIVERSITY

Division of Student Affairs

Office of Neighborhood Life

An aerial photograph of Georgetown University and the surrounding city of Washington, D.C. The image shows the dense urban landscape of the city in the background, with the university's red-brick buildings and green spaces in the foreground. A prominent clock tower is visible on the right side of the image. The text of the mission statement is overlaid on a semi-transparent white box in the center-left of the image.

georgetown university mission statement

Georgetown University is a Catholic and Jesuit, student-centered research university.

Established in 1789 in the spirit of the new republic, the university was founded on the principle that serious and sustained discourse among people of different faiths, cultures, and beliefs promotes intellectual, ethical and spiritual understanding. We embody this principle in the diversity of our students, faculty and staff, our commitment to justice and the common good, our intellectual openness and our international character.

An academic community dedicated to creating and communicating knowledge, Georgetown provides excellent undergraduate, graduate and professional education in the Jesuit tradition for the glory of God and the well-being of humankind.

Georgetown educates women and men to be reflective life-long learners, to be responsible and active participants in civic life and to live generously in service to others.



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welcome to the office of neighborhood life

On behalf of the Office of Neighborhood Life staff, welcome to the neighborhood and living off campus! Our office works with students and non-students in the neighborhood to help ensure you live in a clean, safe and quiet neighborhood. Our office provides programs, resources and support services to assist you in living within the neighboring communities to Georgetown University.

The Hoya Living Guide is intended to provide valuable information that will help make living in the neighborhood a rewarding experience and a time for personal learning and growth. My staff and I are available to assist in whatever way we can. Please don't hesitate to stop by the office at 1300 36th Street (at the corner of N and 36th), call the office at (202) 687-5138, email the team at neighborhoodlife@georgetown.edu, or find us on Twitter @GU_ONL. Our website studentliving.georgetown.edu/offcampus/ also has tons of good information that can help you navigate living in the District of Columbia.

We're here to support you and hope you have the best year yet on the Hilltop!

Hoya Saxa,
Cory Peterson



Where you can contact us:

The Office of Neighborhood Life is located at 1300 36th Street N.W., the yellow brick building at the corner of 36th and N Streets N.W. Stop by and pick up valuable pamphlets, booklets and other information that will provide useful information for students living off campus. Visit our office and ask us questions or get help with any issues you have living off campus. We're here to help you. You can also call us at 202-687-5138, email neighborhoodlife@georgetown.edu, like us on Facebook, and follow us on Twitter @GU_ONL.

Office hours:

Monday - Friday:

9:00 a.m. - 5:00 p.m.

Weekend hours available.

studentliving.georgetown.edu/off-campus

The goals of the Office of Neighborhood Life reflect the missions of Student Affairs:

1. Teach students personal responsibility and respect for others
2. Promote health and safety of students and the community
3. Help students prepare for lives of civic engagement



partner offices

Student Advocacy Office

The Student Advocacy Office is a student-run office that is housed in the Executive branch of the Georgetown University Students Association. It serves as a resource center for student rights and helps students navigate the university adjudication system through free and confidential advising. Student Advocates can:

- Assist students with individual cases by providing confidential advice on their specific case
- Explain the disciplinary process and how it works
- Assist students in preparation for their disciplinary meetings
- Accompany students to their disciplinary meetings at the request of the student
- Assist students with writing appeals

The Student Advocacy Office holds regular Office Hours in the GUSA Office, located in Sellinger Lounge in Leavey Center. Come visit us during our office hours Monday – Friday from 1-5pm or online at www.gustudentassociation.org/student-advocacy-office/



Georgetown Student Tenant Association

The Georgetown Student Tenant Association (GSTA) is a new 501(c)3 organization, spearheaded by GUSA, to help protect the rights of student tenants off campus. All DC tenants, regardless of age, are entitled to safe and clean housing. We offer several services: education, lease review, and direct advocacy. Our direct advocacy services allow us to file complaints on behalf of students who are experiencing problems with their landlord. All client information is strictly confidential. We operate on a case-by-case basis; students have an opportunity to meet with a tenant advocate in the GUSA office on campus. GSTA is a peer-administered service and cannot offer legal advice.

Please contact us at gsta@gustudentassociation.org or visit our site at <http://www.gustudentassociation.org> if you have any questions about a lease, issues with your landlord in general, or want to schedule an appointment. We look forward to hearing from you.



Student Conduct

On behalf of the Office of Student Conduct, welcome to the Georgetown University off-campus community! The Office of Student Conduct supports Georgetown University's Catholic and Jesuit educational mission by enforcing regulations designed to promote an environment in which students can develop intellectually, morally, spiritually and socially while exercising a balance of partnership and autonomy. As a Georgetown University student living off-campus, you have the unique opportunity to represent these values beyond the Hilltop in our off-campus neighborhoods. Through the Code of Student Conduct (Code), the Office of Student Conduct serves as a resource to the entire community, to ensure the University's values are upheld by all Georgetown students, both on and off campus. You are strongly encouraged to familiarize yourself with the policies within the Code. As you get acclimated to your off-campus neighborhood, please be reminded that you serve as a representative of Georgetown University within our off-campus neighborhoods; and, will be held accountable for violations of the Code. Furthermore, it is important for you to understand that, inherent in the privilege of being a Georgetown University student, you are held to high community standards related to off-campus noise and disorderly conduct, as defined in the Code. Throughout the year, you are encouraged to get to know your neighbors and engage in your neighborhood through virtuous decision-making and reasonable behavior. Please, do not hesitate to email, call, or even drop by our office on the 5th floor of the Leavey Center if you have any questions regarding the Code of Student Conduct or the University's expectations for you as an off-campus student. Email: studentconduct@georgetown.edu • Phone: 202-687-4553 • Website: studentconduct.georgetown.edu

people to know



Cory S. Peterson

Director

csp37@georgetown.edu

202-687-0364

Cory was born and raised in Salt Lake City, Utah and attended the University of Utah where he received a Bachelors of Science in both Psychology and Mass Communications. While at the University of Utah, Cory became an initiated member of the Pi Kappa Alpha fraternity. Cory later moved to Texas and graduated in 2006 from Texas A&M University with a Master of Science in Higher Education Administration. In fall 2006 Cory started working in the Office of Residential Living before moving to the Office of Neighborhood Life in Spring 2013.

Theon O'Connor

Community Director, Burleith

tso2@georgetown.edu

202-687-5138

Originally from Kingston, Jamaica, Theon graduated with a B.A. in government from Georgetown University. During his student life at Georgetown, Theon was engaged in various CSJ programs including Grassroot Hoyas and a mentoring program he created known as Georgetown University Mentors and Tutors.



Matthew Marchiori

Community Director, West Georgetown

mm3754@georgetown.edu

202-687-5138

Matthew was born and raised in Nashville, Tennessee. He attended the University of Tennessee in Knoxville, where he earned his Bachelor of Arts in Political Science and Masters in Public Administration. While attending UTK, he worked in Residence Life, first as a Resident Assistant and then as an Assistant Hall Director. Upon graduation, he returned to Nashville to work for a political action committee and the Tennessee General Assembly. His hobbies include running marathons and playing ultimate frisbee.

Michelle Siemietkowski, M.A.L.S./M.A.

Off Campus Chaplain

siemietm@georgetown.edu • chaplainmichelle@gmail.com

202-687-4731

Office: 4th floor, Leavey Center (425)

Michelle is the Chaplain-in-Residence for off-campus students and the Director of Residential Ministry in the Office of Campus Ministry. A proud graduate of Georgetown University, Michelle has been rooting for the Hoyas for over 20 years. She lives in West Georgetown with her family. Born and raised Catholic, Michelle celebrates all faith traditions and what we may learn from each other. Her ministry is rooted in meeting students where they are and journeying with them through their college years.



Local Address Information

It is University policy for all undergraduate students to provide the University with their local telephone number (land line or cell), and the name, e-mail address, and telephone number of their next of kin. Further, all undergraduate students who live off campus must provide their current local off campus address. Students who are not in compliance with these regulations will be ineligible to register for the following semester. Additionally, students who are not in compliance with this policy could be charged with Failure to Comply with University officials (namely, the University Registrar and Office of Neighborhood Life) violation of the Code of Student Conduct.

Hoya Living Orientation

Every fall, the Office of Neighborhood Life coordinates a series of orientation sessions for students living off campus. All undergraduate students living off campus are required to attend one of the orientation sessions.

Orientation sessions include information students need to live safely and responsibly off campus, including safety in the local neighborhoods, D.C. laws on noise, alcohol, and trash disposal, becoming part of the local communities, building relationships with their neighbors, and keeping a safe and secure dwelling.

Before classes begin, students living off campus will be notified via e-mail of all the orientation sessions available. Students who fail to attend a session will be ineligible to register for classes for the next semester.

Three Requirements for Completing Orientation

- ☐ Attendance at Hoya Living
- ☐ Community Agreement Signed
- ☐ Updated local address provided (in MyAccess)



policies: recycling and trash

Trash and Recycling Dos and Don'ts

In West Georgetown:

DO...

- Put your trash out near the street for **early Tuesday morning** and **early Friday morning** pickup after 6:30 p.m. the night before pickup or no later than 6:00 a.m. the morning of pickup. [See note on Holiday schedule on the next page.]
- Put trash in plastic bags, tie them tight, and place them within a plastic or metal can with a tight-fitting lid. If you need a trash can, you may order one from the Department of Public Works (DPW).
- Put items for recycling in a recycling bin and put out for **Friday morning** pickup only. Overflow items may be put in a paper bag and placed next to the bin (no plastic bags). Check dpw.dc.gov for the city's list of items for recycling.
- Take your trash cans and recycle bins in before 8:00 p.m. the day of pickup. Trash and recycling receptacles may **NOT** be on public space 24/7, only on pickup days.
- Call 311, D.C.'s citywide service hotline, to report a missed collection.
- Call 311 for bulk trash pickup or submit a request on DPW's website.

In Burleith:

DO...

- Put your trash and recycling in your alley for **early Thursday morning** pickup after 6:30 p.m. Wednesday night or no later than 6:00 a.m. Thursday morning. [See note on Holiday Schedule on the next page.]
- Put trash in plastic bags, tie them tight, and place them in a green Supercan. The city will not pick up your trash if it is not in a Supercan. If you need one, contact DPW to order one.
- Put items for recycling in a recycling bin for **Thursday morning** pickup only. Overflow items may be put in a paper bag and placed next to the bin (no plastic bags). Check dpw.dc.gov for the city's list of items for recycling.
- Take your Supercans and recycle bins in before 8:00 p.m. the day of pickup. Trash and recycling receptacles may be on public space only during pickup times.
- Call 311 if a collection has been missed.
- Call 311 for bulk trash pickup.

In West Georgetown and Burleith:

DO NOT...

- Do not put any plastic garbage bags on the ground for pickup or corral them inside your fence or stairs. The city will not pick them up and rats like breaking open plastic bags!
- Do not overstuff trash cans; lids must fit tightly!
- Do not put recyclable items in plastic bags; place loose items in the recycling bin.
- Do not forget to take your trash can and recycling bin in before 8:00 p.m. the day of pickup; do not leave them on the sidewalk or allow them to block an alleyway.

Any violation of these rules may result in a Code of Conduct Trash Disposal charge, with fines and work sanction

policies: recycling and trash

TRASH PICKUP DAYS

West Georgetown:
Tuesdays and Fridays

Burleith:
Thursdays

RECYCLING PICKUP DAYS

West Georgetown:
Fridays

Burleith:
Thursdays

HOLIDAY SCHEDULE

If a holiday occurs on a Monday or a Tuesday, pickup will be on Wednesday and Saturday of that week. If a holiday occurs on a Wednesday, Thursday, or Friday, pickup will be made on Saturday.

Visit DPW for more details and watch for reminders from the Office of Neighborhood Life.

Bulk Trash

Bulk trash (larger items like mattresses, futons, etc.) is picked up by appointment with DPW only. To have bulk trash removed, call DPW at 311 or submit a request online at 311.dc.gov. The only exception to this is move-in/move-out trash, which is picked up by the University at the beginning and end of the academic year. Acceptable bulk trash includes furniture, appliances, and other such household items. **Bulk trash does NOT consist of bags of trash or loose items.**

But note! If you have household items, PAUSE before you call it bulk trash!

Is it in good condition? If so, join the Office of Neighborhood Life's effort to donate such items for people in need by contacting us via e-mail or phone.

Trash Violations and Sanctions

As a service to students and non-students in the community, ONL staff regularly patrols the neighborhoods to ensure that student residents are in compliance with the city's regulations. If ONL determines that the trash situation at a student residence is unsatisfactory (e.g., excessive trash, loose bags, lid not tightly secured on the trash can, cans put out too early for pick-up or cans not taken in in a timely manner, improper items in recycle bin, bulk trash put out without a required scheduled appointment with DPW, etc.), all residents of the house could be responsible for a Code of Student Conduct Trash Disposal violation and the following sanctions will be imposed:

First violation: \$150 fine per house + 5 work sanction hours per resident

Second violation: \$250 fine per house + 10 work sanction hours per resident

Third violation: \$350 fine per house + 15 work sanction hours per resident

Note: D.C.'s Department of Public Works also issues trash citations, for which you may be responsible if your landlord requests reimbursement from you for the fines paid to the city.



policies: outdoor maintenance

Weeds and Grass: District Law

District regulations prohibit property owners from allowing grass and weeds on their premises to grow more than 10 inches in height. Failing to adhere to the rule could lead to fines of more than \$500.

What's the reason for this regulation? There are serious public health considerations. Tall grass can trigger respiratory problems like asthma and allergies. In addition, rats and other vermin like to nest in overgrowth.

Failure to comply with a Notice of Violation during the growing season may result in DCRA cleaning the property and billing the owner for the cost of the cleanup. The city urges residents to report suspected violations to DCRA at 202-442-9557 or via Twitter to @dcra.

Check your lease!

Who is responsible for ensuring that your property is in compliance with these D.C. regulations--you or your landlord? If the lease assigns you responsibility, you will need to get the necessary tools to do the work of mowing and weeding, or you will need to hire a lawn service. If the responsibility remains with your landlord, talk to him/her about this to find out who does the mowing and weeding at your house and how often the work gets done. If the work is not getting done, let your landlord know so that your residence is not cited for violating District regulations.

Weeds and Grass: Office of Neighborhood Life Policy

Mindful that keeping the grass mowed and the weeds at a minimum are critical to the public's health and well-being, and that doing so keeps the neighborhoods looking attractive, the Office of Neighborhood Life has an Outdoor Property Maintenance Policy which states:

Students who live off campus in the District are expected to comply with District regulations on the height of grass and weeds. Any violation of these rules may result in a Code of Student Conduct charge, with fines and sanction hours being imposed as follows:

First violation: \$75 fine per house

Second violation: \$150 fine per house + 5 work sanction hours per resident

Third violation: \$200 fine per house + 10 work sanction hours per resident

Further, failure to correct the cited violation may result in a Code of Student Conduct charge of Failure to Comply.



policies: outdoor maintenance

Snow and Ice: District Regulations

Residents are responsible for clearing sidewalks. District law requires property owners or tenants to clear snow and ice from sidewalks, handicap ramps, and steps abutting their property within the first eight daylight hours after the snow, sleet, or ice stops falling.

What's the reason for this regulation?

One word: **safety**.

Check your lease!

Who is responsible for ensuring that your property is in compliance with these D.C. regulations—you or your landlord? If the lease assigns you responsibility, you will need to get the necessary tools to do the work of shoveling or de-icing, or you will need to hire a maintenance service. The Office of Neighborhood Life also provides shovels and salt for students to borrow. If the responsibility remains with your landlord, talk to him/her about this to find out who does these tasks. If the work is not getting done, let your landlord know so that your residence is not cited for violating District regulations.

Snow and Ice: Office of Neighborhood Life Policy

The Office of Neighborhood Life takes safety in our neighborhoods seriously and expects students who live off campus to do their part in clearing the walkways and steps around their house in a timely manner. To ensure that students are fulfilling their responsibilities, the Office of Neighborhood Life has an Outdoor Maintenance policy which states:

Off-campus students are expected to comply with D.C. regulations on snow and ice removal. Any violation of these rules may result in a Code of Student Conduct charge, with fines and work sanction hours being imposed as follows:

First violation: \$75 fine per house

Second violation: \$150 fine per house + 5 work sanction hours per resident

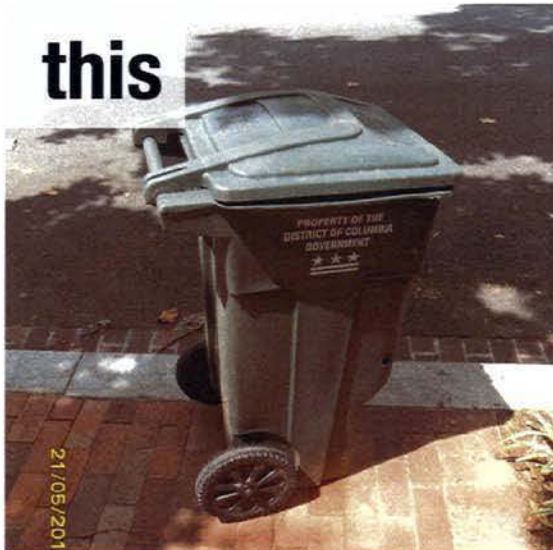
Third violation: \$200 fine per house + 10 work sanction hours per resident

Further, failure to correct the cited violation may result in a Code of Student Conduct charge of Failure to Comply.

this / not that

trash day disposal

this



not that

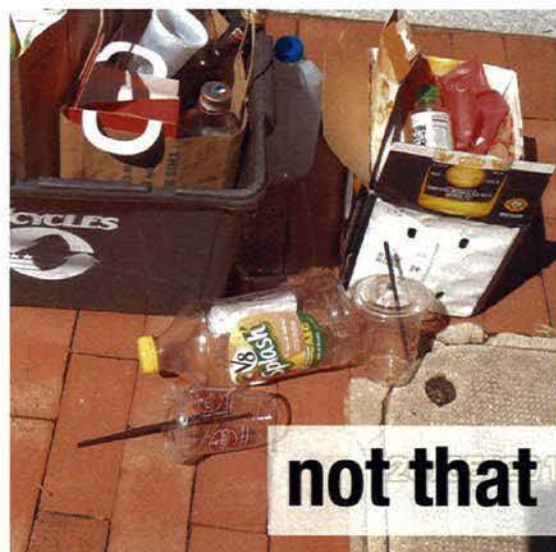


recycling day disposal

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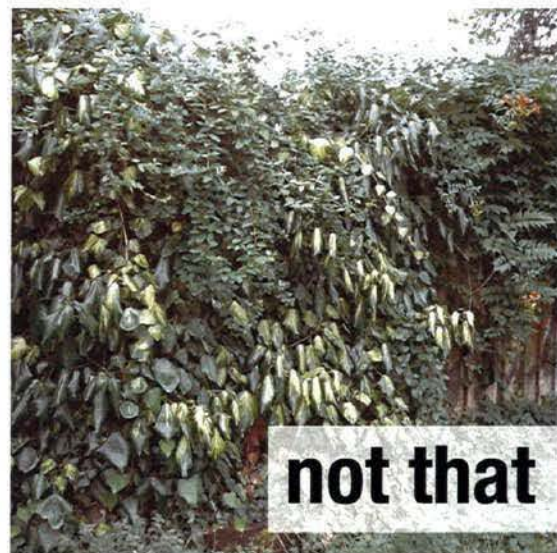


not that

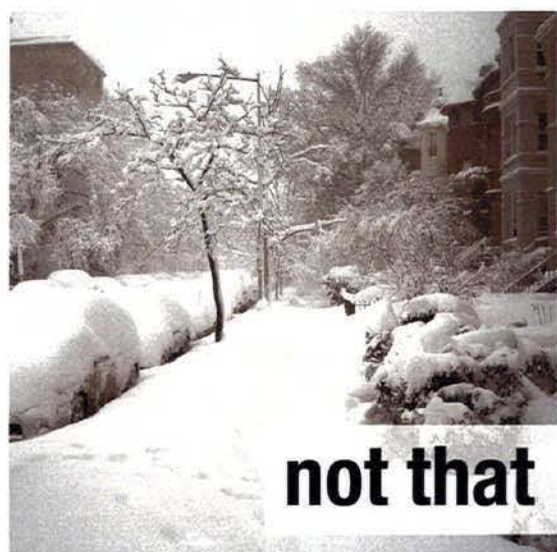


this / not that

weeds/outdoor maintenance



snow removal



policies: transportation and parking

Transportation and Parking in Georgetown

Washington, D.C. is a transit-rich, bikeable, and walkable city that is well served by a number of transportation modes. Georgetown University is connected with activity centers in the city in ways that make car ownership at Georgetown unnecessary. The University strongly encourages students to live a car-free lifestyle that takes advantage of public transportation and is affordable, convenient, and environmentally sustainable.

Parking in Georgetown

Georgetown University does not provide on campus parking for undergraduate students. Traditional undergraduate students are prohibited from bringing a car or other motor vehicle to campus or parking a vehicle on the street in West Georgetown, Burleith, and Foxhall Village. Violations of this policy are part of the Code of Student Conduct.

Transportation Options in Georgetown

Georgetown University Transportation Shuttles (GUTS)

The University provides free daytime shuttle service to Dupont Circle, Wisconsin Avenue, Rosslyn, Arlington, and the GU Law Center, plus late night service to Adams Morgan/Dupont and M Street on weekends. The Georgetown University mobile phone application features GPS tracking software called NextGUTS. The app allows riders to see a map of all available shuttles and their locations in real time in order to better predict when the next shuttle is coming and when to be out on the street to catch it.

Metrorail

Georgetown University is situated between three Metro stations: Rosslyn (Blue/Orange line), Foggy Bottom (Blue/Orange line) and Dupont Circle (Red line). Students can reach these stations by walking, bicycling, using GUTS shuttles, or taking Metrobus.

Metrobus

The city operates several bus lines that serve the Georgetown neighborhood, including G2, D2, D6, 38B, and the Circulator. For more information about where to find these buses and the areas they serve, visit <http://www.wmata.com/bus/>

Bicycling

Capital Bikeshare has a bike station just outside the front gates. This station has 22 bike docks available and is frequently restocked with bikes. Georgetown University provides bike racks in a number of locations across campus, including Red Square, Copley Hall, Leavey Center, Darnall Hall, and others.

Carsharing

The University has 8 ZipCar available for student use on campus. There are also additional ZipCar locations near campus at 33rd and Wisconsin, Wisconsin and O Streets, and behind 3237 N Street. ZipCar provides a discounted rate to Georgetown students.

living in your home

Utilities

Taking care of your home involves knowing the companies that provide you with service. You need to know your utility providers to report problems and pay your bills. Most leases do not include utilities, which are usually a separate monthly fee. Check with your landlord to know who provides the utilities.

Be sure to write down customer service phone numbers just in case your power is out or your internet is down. Some of the more common numbers are included in the back of the Hoya Living Guide.

Sharing Costs and Chores with Roommates

With your roommates, you can make agreements about splitting rent, choosing bedrooms, sharing chores, and paying for utilities. It is sometimes easiest to put these agreements in writing.

Some leases might require a Head of Household (HOH). If so, please choose the HOH and report back to your landlord.

Determine everyone's share of monthly rent. Choose who will write the rent check to the landlord. Set up a schedule for household chores that clearly states who is responsible for cleaning which rooms and areas and how frequently they must do so.

Decide if overnight guests are allowed and if so, how often.

In the event a roommate will study abroad or leave Georgetown, determine how much notice they must give the other roommates before moving out. Also decide who is responsible for finding a replacement roommate.

Have a roommate conflict and can't resolve it? Contact your Community Director in the Office of Neighborhood Life for advice and assistance.

Renter's Insurance

The Office of Neighborhood Life recommends that all students renting property purchase some form of renter's insurance. What you should know about insuring your personal items:

- Your landlord's policy does not cover any of your belongings. You must purchase renter's insurance to cover loss, destruction, or theft of any of your possessions (such as your laptop, CDs, clothes, or furniture).
- Basic renter's insurance often includes protection for you in case someone is hurt in your home. Check with your insurance company, as policies and coverage differ.
- Check with your parents to find out whether you are covered under their insurance policy. Students are typically covered under their parents' policy when living in campus housing but not covered when renting off campus in a privately owned property.
- Renter's insurance is relatively inexpensive, considering the protection it provides for you. Most insurance providers offer free quotes from renter's insurance online. One source for such insurance is National Student Services, Inc. (www.nssi.com) which offers student property insurance at discounted rates.



living in your home

Know Your Rights as a Tenant

Before you sign, read your lease.

No matter where you live, reading your lease and familiarizing yourself with your responsibilities before you sign it is one of the most important things you can do in protecting your rights as a tenant. Failure on the part of the tenants to be aware of their obligations as spelled out in the written lease does not release them from those obligations. Once you sign, get a copy of it and keep it for future reference.

Be sure that any changes or additions to the lease are agreed to by you and your landlord and are included in the lease before it is signed. If an addendum to the lease is agreed to and added later, this should also be signed by you and your landlord.

Know Your Responsibilities as a Tenant

Abide by the terms of the lease, including timely payment of rent.

When you move into your house or apartment, document any and all damages or maintenance issues that already exist and give the list to your landlord. Take photos and keep records of things that need repair and when the repairs get made. Keeping timely, accurate, and detailed records can help resolve disputes or maintenance issues more quickly.

Talk with your landlord about entry into your dwelling by the landlord, workers or contractors the landlord has hired, inspectors, and prospective tenants. Know whose responsibility it is to maintain the property around your home: whose job is it to mow the grass, trim the weeds, and clear the sidewalks and steps of snow and ice.

If you are experiencing trouble with your landlord, there are several resources available in the Office of Neighborhood Life and D.C.'s Office of the Tenant Advocate (OTA).



living in your home

Living off campus for the first time comes with many new responsibilities. As a tenant, you are responsible for understanding the terms of your lease and keeping up on local resources concerning the safety of your house.

Home Inspections

Is your landlord licensed to rent in D.C.?

When property owners decide to rent a house, an apartment building, or simply a portion of their home, the District of Columbia requires that they obtain a Basic Business License (BBL). This enables the City to ensure the property is safe to occupy and can be properly monitored. It gives renters and the landlord certain protections. It also triggers an inspection by the D.C. Department of Consumer and Regulatory Affairs (dcra.dc.gov/DC/DCRA) and the D.C. Fire Marshall (fems.dc.gov/DC/FEMS).

If your landlord is legally licensed to rent, the property has been inspected. If they are not legally licensed, there may not have been an inspection and unsafe conditions could exist.

Does your landlord have a Basic Business License (BBL) in D.C.?

Check to see if your landlord has a BBL. You can search for your residence at pivs.dcra.dc.gov/property/search.

Schedule a Free Home Inspection

If you learn that your landlord does not have the required BBL, schedule an inspection. Even if your landlord does have a BBL, you may schedule an inspection if you suspect a code violation. You can check the housing codes and contact DCRA at dcra.dc.gov/DC/DCRA.

Have questions? Contact your Community Director in the Office of Neighborhood Life for advice.

living in your home

Fire Safety and Carbon Monoxide

If you're living off campus, the law is intended to protect you from fire hazards. Don't rent any apartment or house without checking the following:

- Request that your landlord present a Basic Business License for the property before you sign the lease.
- Contact DCRA (D.C. Department of Consumer and Regulatory Affairs) at 202-442-4400 or go to the DCRA website to schedule a complete inspection of the house.
- There must be two accessible exits from every sleeping quarter. For a window to be considered accessible, it must be large enough and low enough to the ground that you can climb out.
- Nobody may live in the same room as a furnace or an oil meter.

Use the following checklist for your apartment or house to be sure you're safe in case of a fire:

- Check to make sure that you have working smoke detectors by testing them once a month. Change the batteries in your smoke detector every six months, and make sure they're never disconnected.
- Make sure at least one smoke detector is on every floor of the house. They should be located near each bedroom, either on the ceiling or just a few inches below the ceiling on the wall.
- The detector should have a distinct warning signal that you'll be sure to hear whether you're awake or asleep.

Carbon monoxide detectors: If your Carbon Monoxide Detector goes off, any time of day or night, please call 703-750-1000 for emergency carbon monoxide services. (To use these services, you must be a Washington Gas customer.)

Evacuation Plan

- Make an evacuation plan and an alternate evacuation plan in event of fire or gas leak. Rehearse the escape plan and routes you will take. Make sure you have an outdoor meeting location where everyone will go, so that you can be sure everyone has made it out safely.

Other basic fire measures:

- Do not use extension cords whenever possible. When you have to use them, make sure they, and all other wires, never have to go under rugs or over doorways.
- Do not overload electrical outlets.
- Keep combustible materials like curtains, sheets, and rugs away from appliances that may heat up, like computers, TVs, stoves, microwaves, or heaters.
- Make sure that piles of paper and trash are kept tidy and away from wires and heating appliances.
- Never leave a stove unattended while cooking.
- Remember to turn off ovens and stoves when finished.
- Do not smoke in your home.

living in your home

Home Safety Tips

- Lock your doors when you are not home and when you are home. All doors in your house should be locked at all times. Landlords are required to provide effective locks for residences - contact your landlord if you have any concerns about security devices in your house.
- Lock your windows. Don't give burglars an opportunity to gain easy access to your home. Keep your windows locked at all times.
- Leave an outside light on at night.
- If someone you don't know enters your residence, call 911 immediately.
- Keep your valuables out of sight at all times to discourage potential burglars. Record information about your electronics, including make, model, and any serial numbers in the event they are stolen or missing.
- Secure your laptop. Make sure that you purchase a lock for your laptop and keep it locked, even when in your home.
- Register your bicycle with the Georgetown University Police Department (GUPD). Buy a quality lock for your bike to protect against theft.

Emergency Preparedness

For information on the University's emergency response, operating status, and to sign up for HoyAlert, visit University's Emergency Preparedness Website at preparedness.georgetown.edu.





living in your home

Move-in Tips

- Make sure you complete a walk-through form, available on the student living website at studentliving.georgetown.edu/off-campus/moving/.
- You should also complete a Fire Safety Checklist. This can be found at the U.S. Consumer Product Safety Commission's website at www.cpsc.gov/en/Safety-Education/Safety-Guides/Home/Fire/.
- Contact the utility providers to put your name(s) on the account.
- If necessary change your driver's license and car details. (See our Transportation and Parking Policy on page 13).
- Register to vote!
- Check that your mail is being forwarded to your new address.

Move-out Tips

- Know when your lease ends and/or the date you must renew it.
- Know how much notice you need to give your landlord before you move out. You must give notice based on the date your rent is due (ex. June 1 vs. June 15).
- Complete another walk-through form, available on the student living website, before you leave.
- Put your notice in writing. Make sure your notice includes the following:
 - Current date
 - Your name
 - Your current address
 - Your current phone number
 - Date you intend to move out
 - Date you will exchange keys
 - Your future phone number
 - Your future address
- Request a walkthrough of your apartment to see what needs to be fixed/cleaned.
- If your landlord is unable to do a walk-through, request (in writing) a list of what is required of you before you move out.



living in your home

Packing

- Get suggested items: boxes, packing materials, tape, rope, plastic bins, dolly, cleaning supplies, a vacuum, spackle, etc.
- Prepare to remove ALL personal items from the house.
- Clean thoroughly. If you hire an outside cleaning company, keep receipts for cleaning supplies and cleaners.
- Clean/fix all items your landlord discussed with you during your walk-through.
- Take a video and/or pictures of your apartment.
- Ask your landlord to do another walk-through with you and have them sign off on your move-in check list. If you don't have a move-in check list, ask them to write a statement, acknowledging the residence is clean.

Moving Out

- Return your keys in person.
- If you are unable to return keys in person, send them certified mail, return receipt requested and insure it. A landlord can continue to charge you until your keys are returned and can charge you for a lock change.
- Ask the landlord to sign a statement acknowledging the return of your keys.

Security Deposit

- Ask your landlord for a specific date for when you can expect your security deposit.
- Make sure you know how the deposit will be returned. Clarify if one roommate will get the security deposit or if all will.
- Your landlord must return your security deposit less any deductions for damage in a reasonable amount of time. Make sure to discuss this amount of time with your landlord and get it in writing (generally 45-60 days).

Send any requests, problems, or follow up to phone conversations/in-person conversations in writing to your landlord by certified mail with return receipt requested.

living in the community

Student Responsibilities

One of the most important aspects of living off campus is understanding that you are now part of a residential community. There are new expectations and responsibilities that come with living in West Georgetown, Burleith, Foxhall, and other neighborhoods. Noise, trash, and unsafe living conditions affect the people who live in and visit the local community. It is important to become familiar with your rights and responsibilities as a citizen and neighbor, with the University's expectations of you as an off-campus student, and with various local laws and resources that will assist you in living off campus. In addition, your personal safety in the neighborhoods is of paramount concern, and you should familiarize yourself with safety precautions and resources to keep you safe.

Being a Good Neighbor

One of the Office of Neighborhood Life's goals is for our students to take responsibility for fostering positive relationships with the permanent residents in their neighborhoods. Positive living experience starts with being a good neighbor and being respectful of your neighbors' needs and wants. The Community Directors and other Office of Neighborhood Life staff help our students build positive and productive relationships with the community and improve the quality of life for students and non-students.

Here are some tips for being a good neighbor:

- **Open up lines of communication.** Being a good neighbor starts with getting to know your neighbors. Something as simple as saying hello goes a long way towards having a positive relationship. If there is a problem in the future, it's easier to discuss it with someone you already know.
- **Maintain your property.** Making sure that your property is well-kept shows your neighbors that you care about the neighborhood. Maintaining your property involves everything from mowing the lawn to shoveling snow to cleaning up trash.
- **Be considerate.** Generating noise that can be heard beyond the property line and disturbs others harms both students and non-students. Excessive noise is also a violation of D.C. law and the Code of Student Conduct.
- **Be mindful of the safety of your community.** If you observe any suspicious activity in your neighborhood, report it to law enforcement authorities by calling 911. If you help keep your neighbors' property safe, they will do the same for you.
- **Know your neighborhood rules.** For example, what are the rules regarding the proper disposal of trash? What are the expectations about cleaning sidewalks of snow and ice? Knowing the basic rules of the community goes a long way toward building a positive relationship.

Civic Responsibilities

We encourage all students to participate in civic life and become fully engaged members of the community. Visit the District of Columbia Board of Elections and Ethics' website at www.dcboee.org to find information about registering to vote and proper voting procedures. One of the best ways for Georgetown students to make a difference is to vote in local elections and to be part of the community decision-making process. Students can contribute and be heard when they are engaged community members.

living in the community: personal safety

The safety and well-being of all students is of utmost concern to Georgetown University and the Office of Neighborhood Life. We want to make sure that students are properly educated in safety procedures and preparedness for emergencies.

Street Safety

- Avoid walking alone at night. Walk with friends or take a neighborhood shuttle whenever you can.
- Don't jog or run at night.
- If you're walking somewhere, avoid taking shortcuts through dark alleys.
- Don't carry valuable items when walking alone (large amounts of money, laptops, credit cards).
- Shout "Leave me alone!" if you are being harassed. Try to attract attention and head toward any building or location where people are present.
- Always carry personal identification, e.g., GOCard, with you.
- Stay alert and be aware of your surroundings. Talking on a cell phone or listening to music can make you less alert and an easy target for criminals.
- Trust your instincts. If something or someone makes you uneasy, avoid the person or leave the area.
- SafeRides provides rides from on campus to off campus, off campus to on campus, or from one off-campus location to another, so that you do not have to walk at night if you feel unsafe. SafeRides operates 8 p.m. - 2 a.m. Sunday through Wednesday nights and 8 p.m. - 3 a.m. Thursday through Saturday nights.

Alcohol Safety

- Always use alcohol responsibly. Intoxicated pedestrians make easy targets for criminals.
- Never walk anywhere with an open container of alcohol. This is a violation of D.C. law and the Code of Student Conduct.

Home Safety

- Lock doors and windows. The majority of burglaries occur at homes with an unlocked door or window.
- Never allow strangers to come into your home. Check the identification of sales or service people before letting them in. Don't hesitate to make a call for verification. Tell your landlord to let you know the names of any service people hired to work at your house and the day and time they are scheduled to come.
- If you come home and see a door or window open or broken, do not go in. Call 911 and wait for the police in a safe place outside your home, such as a neighbor's house.
- Get to know your neighbors so you have somewhere to go if you're uncomfortable or frightened.
- Share information about unsafe neighborhood conditions with your neighbors and the Office of Neighborhood Life.

Numbers to Know

- | | |
|---|-----------------------|
| • SNAP: 202-687-8413 | • GUPD: 202-687-4343 |
| • SafeRides: 202-687-7433 | • MPD: 911 |
| • Office of Neighborhood Life: 202-687-5138 | • GERMS: 202-687-4357 |



student neighborhood assistance program

What is SNAP?

The Student Neighborhood Assistance Program (SNAP) is a service coordinated by the Office of Neighborhood Life to enhance safety, protect students, and respond to concerns from students and non-students about quality of life in the community. On Thursday, Friday, and Saturday nights during the fall and spring semesters from 10 p.m. to 3 a.m., Georgetown University staff members patrol the West Georgetown and Burleith neighborhoods in a car (each with a SNAP decal and a yellow safety light). During the summer months, one SNAP car patrols the neighborhoods on Friday and Saturday nights from 10 p.m. to 3 a.m.

What does SNAP do?

The SNAP representatives proactively identify student houses that may raise concerns and respond to calls to the Georgetown University Community Helpline. The SNAP representatives address the issue and provide a report to the Office of Neighborhood Life and the Office of Student Conduct the following Monday morning for follow-up.

Who may contact SNAP?

SNAP is a service for students and neighbors.

How can someone contact SNAP?

You can contact SNAP by calling the 24/7 Community Helpline: 202-687-8413

On nights when SNAP operates, the SNAP team members will answer your call. At other times, when SNAP is not out, the hotline is answered by a Georgetown University Police Department Safety Communications Officer, who will dispatch the Metropolitan Police Department, if needed, and/or send a report to the Office of Neighborhood Life.

What happens when SNAP stops at a student's residence?

Whether SNAP stops at a student residence on active patrol or in response to a Helpline call, SNAP will address the issue or concern identified or reported. Then, based on the reports received from the SNAP team, the Office of Neighborhood Life staff and the Office of Student Conduct will follow up with the students involved. Whether students will be found responsible for any violations of the Code of Student Conduct is determined on a case-by-case basis, depending on the circumstances of the incident. If students are found responsible for a violation of the Code of Student Conduct, sanctions will be issued.



d.c. laws

D.C. Law on Noise

Loud social events in your home, friends' homes, or making excessive noise in the streets can lead to very serious consequences. D.C.'s law deems unreasonably loud noise as disorderly conduct, a criminal offense in D.C. The relevant law reads:

"It is unlawful for a person to make an unreasonably loud noise between 10:00 p.m. and 7:00 a.m. that is likely to annoy or disturb one or more persons in their residences. The Metropolitan Police Department (MPD) will arrest individuals whom they determine are violating this law. The violation is punishable by up to 90 days in jail and/or a \$500 fine." MPD will also issue a 61D for violations of the noise at night law. The 61D is a ticket but also an official arrest.

Issues related to noise and loud social events are also addressed by the Office of Student Conduct. If students are found to have violated the Code of Student Conduct, appropriate sanctions will be issued.

D.C. Law on Alcohol Use

In accordance with D.C. law, it is unlawful for anyone under the age of 21 to possess or consume alcohol.

MPD and the Alcoholic Beverage Regulation Administration (ABRA) rigorously enforce the alcohol laws and patrol local bars to curb underage drinking in establishments in the Georgetown area.

Open Container of Alcohol

It is illegal for anyone to possess an open alcohol container in public spaces, e.g., sidewalks, streets, alleyways, parking lots, etc. MPD actively enforces the open container law in the Georgetown area.

Code of Student Conduct

Violations of local laws by Georgetown University students are also addressed by the Office of Student Conduct. If students are found to have violated the Code of Student Conduct, appropriate sanctions are issued.

Student Conduct Noise Sanctioning Guide 2013-2014

Any noise violation off-campus automatically increases to disorderly conduct

Off-Campus Noise

Violation	Disorderly Conduct: Actions or attempted actions that annoy or disturb others. Intent is not an element of this violation, but will be considered in the application of sanctions.
1 st Violation	5 Work Sanction Hours per student \$50 Fine per student Property Party Restriction for 6 weeks ¹ Likely Disciplinary Probation 1 for one semester ² Optional "Home Beyond the Hilltop" Program Participation -- An Educational and Sanction-Reducing Workshop ⁷
2 nd Violation	10 Work Sanction Hours per student \$100 Fine per student Extended Property Party Restriction for 16 weeks ¹ Disciplinary Probation 1 for up to two semesters ² Likely Relocation onto campus (in lieu of Suspension) ³
3 rd Violation	15-20 Work Sanction Hours per student \$150-\$200 Fine per student Indefinite Property Party Restriction for 52 weeks ¹ Disciplinary Probation 2 for up to two semesters ² Likely Relocation onto campus (in lieu of Suspension) ³
4 th Violation	Likely suspension

On Campus Noise

Violation	Noise: Noise or sound which infringes upon the rights of others to reasonable peace and quiet. Excessive noise whether occurring on-campus or off-campus will be considered a violation.
1 st Violation	5 Work Sanction Hours per student And/Or Educational Assignment
2 nd Violation	5 Work Sanction Hours per student \$25 Fine per student Educational Assignment
3 rd Violation	10 Work Sanction Hours per student \$50 Fine per student Housing Probation for one semester ⁵
4 th Violation	15 Work Sanction Hours per student \$75 Fine per student Housing Probation for one semester ⁵ Relocation within campus ⁴ Apartment Living Suspension ⁶

¹ **Property Party Restriction** - is immediate and remains in effect throughout any potential appeal of sanctions.

² **Disciplinary Probation 1** - a disciplinary warning status enacted for a specified duration admonishing a student that any further misconduct during this time period may result in suspension. Notice is sent to the student's Academic Dean; and to the student's parent(s)/guardian if he/she is a dependent. A student will remain on disciplinary probation status, at least, through the date indicated or until the date all assigned sanctions have been completed, whichever occurs later.

³ **Relocation onto campus** - loss of the privilege of remaining in current housing and required to relocate to other housing on campus. This may include requiring a student to move from off campus housing to residential housing on campus. The student's parent(s)/guardian will be notified if he/she is a dependent.

⁴ **Disciplinary Probation 2** - in lieu of active university suspension, the student is being allowed to remain at the University provided that the student adheres to certain conditions. Failure to meet these conditions will result in automatic active suspension from the University. Notice is sent to the student's Academic Dean; and to the student's parent(s)/guardian if he/she is a dependent. A student will remain on disciplinary probation status, at least, through the date indicated or until the date all assigned sanctions have been completed, whichever occurs later.

⁵ **Housing Probation** - an official warning that further violations would constitute grounds for loss of the privilege of living in that particular space in University housing for a specified period of time or until a specific condition or conditions are met. Notification will be sent to a student's parent(s)/guardian if he/she is a dependent.

⁶ **Apartment Living Suspension** - loss of the privilege of residing in a University apartment or townhouse for a specified period of time. A student will not be prevented from living in University housing, but will be restricted to a traditional residence hall. The student's parent(s)/guardian will be notified if he/she is a dependent.

⁷ **Home Beyond the Hilltop** - this educational and sanction-reducing workshop is currently in development and will be piloted during the 2013 - 2014 academic year. The learning outcomes of this workshop will focus on educating students regarding neighborhood expectations, moral reasoning, ethical decision-making, and transformational communities. Furthermore, student participation in the workshop will, on a one-time-basis, reduce the severity of sanctions and/or the length of time for which Disciplinary Probation 1 is imposed.

outside resources

Department of Consumer and Regulatory Affairs

dcra.dc.gov/DC/DCRA or @DCRA
202-442-4400

DCRA protects the health, safety, economic interests, and quality of life for residents, businesses, and visitors in the District of Columbia by ensuring building, housing, and safety codes compliance and regulating business. DCRA conducts inspections and provides consumer education and advocacy services. DCRA also issues Basic Business Licenses (BBLs) to owners of rental properties, which is needed to be in compliance with D.C. landlord-tenant law.

Office of the Tenant Advocate

ota.dc.gov
202-719-6560

The Office of the Tenant Advocate (OTA) helps tenants understand the Rental Housing Act of 1985 (rent control) and the Rental Housing Conversion and Sale Act of 1980. OTA advocates for, educates, and provides outreach for D.C. tenants.

Landlord Tenant Resource Center

http://www.dcbarr.org/for_the_public/programs_and_services/landlord_tenant.cfm
202-737-4700

The Landlord Tenant Resource Center provides free legal information to both unrepresented landlords and tenants who have residential housing disputes in the District of Columbia.

D.C. Department of Public Works

dpw.dc.gov/DC/DPW or @311DCgov
202-673-6833

The Department of Public Works (DPW) provides municipal services in two distinct program areas: environmental services/solid waste management and parking enforcement. Both contribute to making District streets and public spaces clean, safe, attractive, and accessible.

D.C. Metropolitan Police

mpdc.dc.gov
EMERGENCY: 911
NON-EMERGENCY: 311

frequently asked questions

Does the Office of Neighborhood Life help students find off-campus housing?

No. Students looking for housing off campus may contact Off Campus Housing Resource Services (och.georgetown.edu).

Does D.C. law limit the number of roommates I may have?

Yes. If you live in a single family dwelling, D.C. law permits a maximum of 6 unrelated individuals to live in the residence.

Does the University's Code of Student Conduct apply to me, even though I live off-campus in a privately owned property?

Yes. All students, undergraduate and graduate, must adhere to the Code of Student Conduct, regardless of where they live.

I received an e-mail from the Office of Neighborhood Life about attending a mandatory Hoya Living orientation session. What is this about and what if I don't go?

The Office of Neighborhood Life will notify all undergraduates who are required to attend the off-campus orientation with the date, time, and location of orientation sessions. Orientation is conducted by Office of Neighborhood Life staff at the beginning of the fall semester. For students who fail to attend orientation, the registrar will place a hold on the students' registration for classes for the following term. Failure to attend orientation may also result in a Failure to Comply violation of the Code of Student Conduct.

Can the Office of Neighborhood Life help me with problems with my landlord?

Although we cannot give legal advice, ONL staff is available to meet with students to discuss problems they are having with their landlord. We can suggest helpful resources on landlord-tenant issues and provide contact information for those resources. Learn more in Outside Resources on page 26 and Tenant Rights and Responsibilities on page 14. Students can also contact the Student Tenant Association for assistance—see page 4 for more information.

What is a Basic Business License and is my landlord required to have one?

When property owners decide to rent a house, an apartment building, or simply a portion of their home, the District of Columbia requires that they obtain a Basic Business License (BBL). This enables the city to ensure the property is safe to occupy and can be properly monitored. It gives renters and the landlord certain protections. It also triggers an inspection by the D.C. Department of Consumer and Regulatory Affairs (DCRA) and the D.C. Fire Marshall. Learn more on page 16.

I want to make sure the house I am renting is safe and is being properly maintained. What can I do?

You can schedule a home inspection with DCRA, even if your landlord has a Basic Business License. You can also contact D.C. Fire & EMS to schedule a fire safety inspection. Learn more on page 16.

frequently asked questions

What if I request an inspection of my house by the city and my landlord doesn't like it? Could he do something to retaliate?

No, he cannot. You have a right to request the inspection, regardless of whether your landlord agrees with you doing so.

What is SNAP?

SNAP is a service coordinated by the Office of Neighborhood Life to enhance safety, assist students, and respond to our neighbors' concerns about student conduct off campus. Learn more about SNAP on page 23.

What should I do if SNAP stops at my house? Can SNAP write me up for noise or other violations?

If SNAP stops at your residence, be polite and cooperative with the SNAP representative and heed their advice or instructions. The SNAP representative will address the issue identified or reported at your house and provide a report to the Office of Neighborhood Life and the Office of Student Conduct. Based on the reports received from the SNAP team, the Office of Neighborhood Life and the Office of Student Conduct will follow up with the students involved. Whether students will be found responsible for any violations of the Code of Student Conduct is determined on a case-by-case basis, depending on the circumstances of the incident. If students are found responsible for a violation of the Code of Student Conduct, sanctions will be issued.

What happens if a neighbor calls the University's Helpline to report noise at my house?

If the Helpline call comes during the time that SNAP is operating, the SNAP team will answer the call and go to the residence reported to address the issue. During all other times, the Helpline is answered by Georgetown University Police Department communications officers, who will dispatch the Metropolitan Police Department, if needed, and/or send a report to the Office of Neighborhood Life and the Office of Student Conduct.

I don't have maintenance supplies like rakes, gloves, snow shovels, or salt. Can the Office of Neighborhood Life help me?

Yes, the Office of Neighborhood Life has many of these supplies and students can borrow them for free. Stop in the office during business hours or contact your Community Director for more information about what supplies are available and how you can borrow them.

What is a 61D?

A 61D is an arrest for violation of the District's noise law. The 61D is issued as a ticket but does constitute an arrest.

georgetown university late night shuttles



◀▶ Burleith Loop

◀▶ Dupont & Adams Morgan Loop

◀▶ West Georgetown Loop

◀▶ M Street Loop

The Georgetown University late night shuttles to Burleith, West Georgetown, and M Street run from 10 p.m. to 3 a.m. on Thursday, Friday, and Saturday nights during the academic year. The shuttle to Dupont/Adams Morgan runs from 10 p.m. to 3 a.m. on Friday and Saturday nights. Shuttle service is also extended to Sunday nights on certain long weekends during the year. For more information, visit <http://www.georgetown.edu/campus-life/late-night-shuttles.html>.

utilities

Pepco

Account number: _____

Customer Service: 202-833-7500

24-Hour Outage Report Line: 1-877-PEPCO-62 (1-877-737-2662)

Washington Gas

Account number: _____

Customer Service: 703-750-1000

If you smell gas, or if you have an emergency involving natural gas, leave the area immediately, and call Washington Gas at 703-750-1400 or 1-800-752-7520

DC Water

Account number: _____

Customer Service: 202-354-3600

Cable/Internet Provider

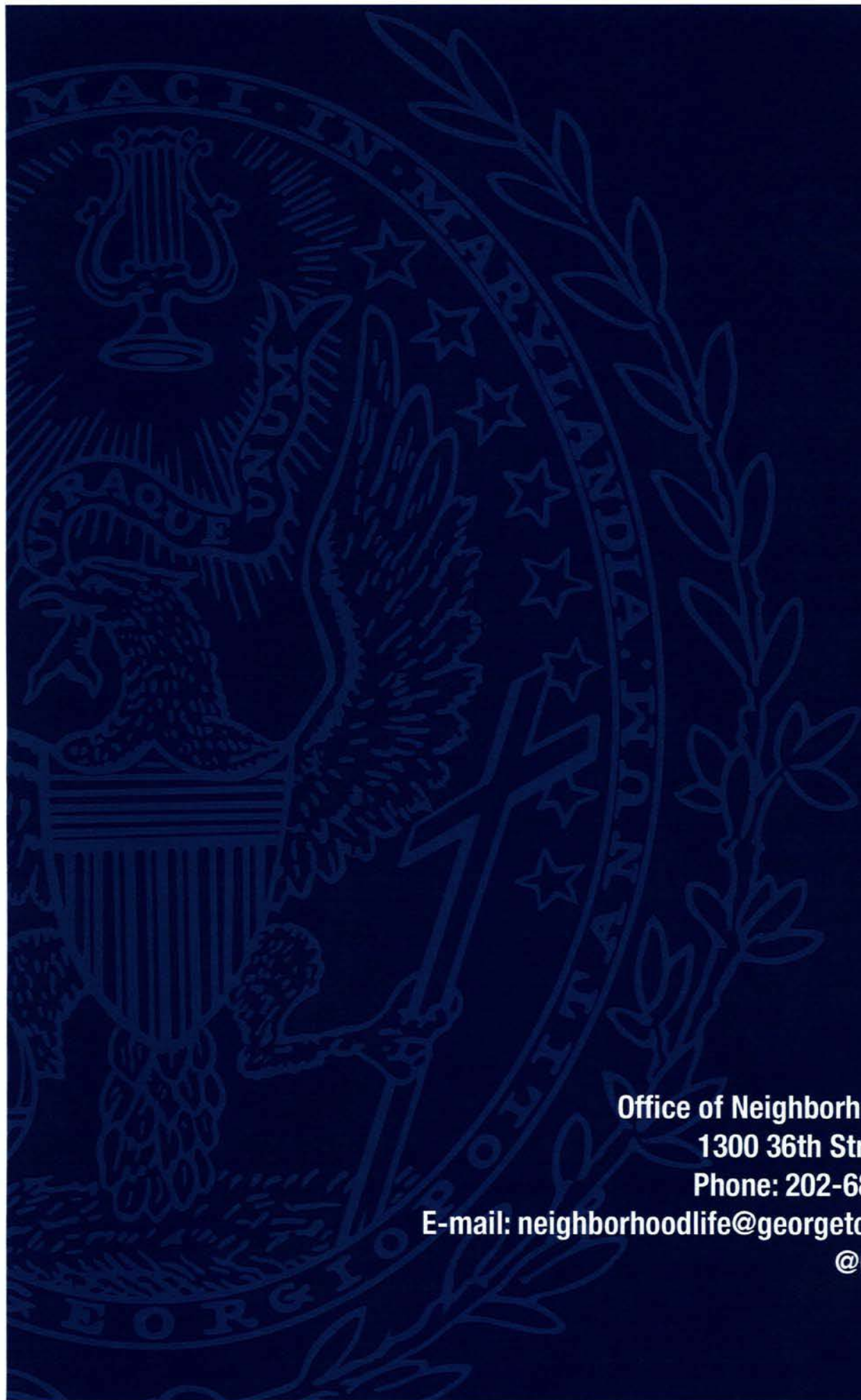
Account number: _____

Account holder name: _____

Account holder phone number: _____

Comcast Customer Service: 1-800-COMCAST (1-800-266-2278)

Verizon Customer Service: 1-800-VERIZON (1-800-837-4966)



Office of Neighborhood Life
1300 36th Street, NW
Phone: 202-687-5138
E-mail: neighborhoodlife@georgetown.edu
@GU_ONL

EXHIBIT 5 – SANCTIONS CHART

Student Conduct Noise Sanctioning Guide 2013-2014

Any noise violation off-campus automatically increases to disorderly conduct

Off-Campus Noise

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⁵ Housing Probation - an official warning that further violations would constitute grounds for loss of the privilege of living in that particular space in University housing for a specified period of time or until a specific condition or conditions are met. Notification will be sent to a student's parent(s)/guardian if he/she is a dependent.

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⁷ Home Beyond the Hilltop - this educational and sanction-reducing workshop is currently in development and will be piloted during the 2013 - 2014 academic year. The learning outcomes of this workshop will focus on educating students regarding neighborhood expectations, moral reasoning, ethical decision-making, and transformational communities. Furthermore, student participation in the workshop will, on a one-time-basis, reduce the severity of sanctions and/or the length of time for which Disciplinary Probation 1 is imposed.

EXHIBIT 6 – GCP LETTER REGARDING RESERVOIR ROAD IMPROVEMENTS



November 25, 2013

Mr. Matthew Le Grant
Zoning Administrator
Department of Consumer and Regulatory Affairs
1100 4th Street, SW 3rd Floor
Washington, D.C. 20024

**Re: Georgetown University Campus Plan (Z.C. Case No. 10-32)
Supporting Additional Study of Reservoir Road Left Turn Lane**

Dear Mr. Le Grant,

We write to express our support for continued evaluation of the need for a left turn lane for westbound traffic along Reservoir Road into the University's Entrance #1 ("the Left Turn Lane") as members of the Georgetown Community Partnership ("GCP") and as representatives, respectively, of ANC2E, ANC3D, the Citizens Association of Georgetown (CAG), the Burleith Citizens Association (BCA), the Foxhall Community Citizens Association (FCCA), and Georgetown University ("University"), and with the support of the District Department of Transportation (DDOT).

Condition 24 of the Campus Plan required the University design, seek approval for, and construct the Left Turn Lane within one year of approval of the Campus Plan (that is by October 2013), unless delayed by regulatory or other circumstances beyond the University's control. Over the past year, the University has worked with both DDOT and the GCP to review the design of the proposed Left Turn Lane. In connection with this review, the GCP has raised concerns that the Left Turn Lane would require a significant widening of Reservoir Road necessitating the removal of over two dozen mature trees. In addition, the recent decision by MedStar Georgetown University Hospital ("MedStar") to move certain outpatient operations to an off-campus site and future planning decisions and changes in use at MedStar are expected to reduce the number of trips to the Hospital. These changes may eliminate the need for the Left Turn Lane. Accordingly, the University and the GCP have asked DDOT to reconsider the requirement of the Left Turn Lane.

The GCP, through the University's traffic consultant Wells & Associates, has agreed to provide traffic counts at the intersection for DDOT's assessment of the need for the Left Turn Lane over the next three years. The GCP will also provide an assessment of future MedStar planning decisions that may further reduce the number of vehicle trips to the hospital from Reservoir Road. Based on this information, the GCP and DDOT will reevaluate the need for both the Left Turn Lane and the related provision under Condition 25 of the Order regarding alignment of Entrance #1 with 38th Street. The GCP and DDOT

anticipate the first of these evaluations will be completed by Fall 2014. Following each such evaluation, DDOT will determine whether to allow the annual evaluations to continue, for up to three years, or alternatively to reinstate the original provision of Condition 24. We note that if Condition 24 should be reinstated, the GCP and DDOT are in agreement that this would require implementation of the Left Turn Lane. At this time, however, the GCP and DDOT do not agree on what implications installation of the Left Turn Lane might have for lane widths along the affected stretch of Reservoir Road, and that determination regarding lane widths is left to the future, if needed.

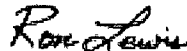
The GCP has communicated its concerns to DDOT and DDOT has agreed that further study of the Reservoir Road Left Turn Lane is warranted. Both the GCP and DDOT further agree that this continued study is the result of the regulatory planning and approval process, and it is not treated as an amendment to the Campus Plan.

Please feel free to contact any of the signatories below with questions regarding the above.

Sincerely,



Christopher Augustini
Chief Operating Officer
Georgetown University

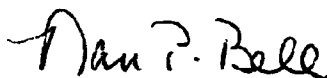


Ronald Lewis
Chair, ANC2E



Gayle Trotter
ANC3D

Jennifer Altemus
Board Member
Citizens Association of Georgetown



Nan Bell
President
Burleith Citizens Association



Conrad J. Dewitte, Jr.
Board Member
Foxhall Community Citizens Association

**cc: Andrea Salley, Georgetown University
 Lauralyn Lee, Georgetown University
 Jennifer Steingasser, Office of Planning
 Jamie Henson, DDOT
 Advisory Neighborhood Commission 2E
 Advisory Neighborhood Commission 3D
 Citizens Association of Georgetown
 Burleith Citizens Association
 Foxhall Community Citizens Association**

