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OFFICE OF ZONING

Sharon Schellin, Secretary
D.C. Zoning Commission
Office of Zoning
441 4th Street, N.W., Suite 200
Washington, DC 20001

Re: ZC Case No. 10-32: Georgetown University 2010 Campus Plan
Fall 2016 Compliance Report

Dear Ms. Schellin:

Enclosed please find a courtesy copy of the Fall 2016 Compliance Report.

Very truly yours,


David Avitabile

Enclosure

ZONING COMMISSION
District of Columbia

CASE NO. 10-32
EXHIBIT NO. 401

ZONING COMMISSION

Executive Summary

Georgetown University, with the support of the Georgetown Community Partnership (GCP), is pleased to submit this fourth consensus compliance report regarding its commitments under the 2010 Georgetown University Campus Plan, as provided in ZC Order No. 10-32 (Campus Plan).

The fourth year of implementation of the Campus Plan has seen a continuation of collegial and productive work by all of the interested stakeholders, including the University, the neighboring community, and the University's students, through the GCP. At the same time, the parties have worked together to develop a twenty-year consensus successor Campus Plan and a further processing application for a new medical/surgical pavilion for MedStar Georgetown University Hospital (MGUH). The foundation of the new 2017 Campus Plan is built upon the successful and dedicated work that has been undertaken by the GCP since the approval of the 2010 Plan, as reflected in this and prior compliance reports.

Highlights of this fourth year include:

- **Continued GCP Collaboration:** The GCP has continued to operate in a genuine collegial partnership, with representatives of all stakeholder groups actively engaged in the work begun in 2012 to evaluate existing programming, identify creative solutions to ongoing quality of life concerns, implement and evaluate programs to fulfill Campus Plan commitments, and plan for the future use of the campus.
- **Delivery of Pedro Arrupe, S.J. Hall:** The University fulfilled its commitment to create an additional 385 beds on campus by Fall 2015 through a combination of 148 new beds in the renovated Ryan Hall and Isaac Hall, providing temporary capacity in the Leavey Center hotel, and creating additional capacity throughout existing on-campus residence halls. The Fall 2016 delivery of 225 beds at Arrupe Hall replaced the temporary beds with permanent on-campus housing capacity, while enlivening the northern campus residential district.
- **First Full Year of Operation of McDonough Bus Turnaround:** In Fall 2015 the University fulfilled its commitment to maximize use of the Canal Road entrance for its GUTS buses (except the Wisconsin Avenue shuttle) by opening the McDonough Bus Turnaround in front of McDonough Gymnasium at the southwest corner of campus. The bus turnaround created a new pedestrian plaza, new bus shelters, and a dedicated location for buses to drop off and pick up riders. A University-operated mini shuttle carries passengers from the bus turnaround to north campus locations. Efforts have been made throughout the year to monitor and enhance GUTS performance impacts resulting from the associated routing changes.

- **Positive Trends in Quality of Life Results:** Consistent with prior years, the University has continued to observe positive trends regarding noise complaints off-campus and the University's handling of those incidents. Much work has been done to understand the impact of trash management off-campus and clarify the rules and standards for trash management and overall, positive trends regarding trash management have continued, and work toward further improvements is ongoing. In Fall 2016, the GCP supported the reallocation of resources to create a Late Night Supervisor position to strengthen coordination of SNAP, the Reimbursable Detail (overtime MPD officers), and late night shuttles. Anecdotal evidence thus far suggests that creation of this new position has been helpful and further improved results. The GCP will continue to provide the foundation for achieving results.
- **Development of Twenty Year Campus Plan and Further Processing Application:** Over the last year, the GCP has actively worked together to develop a twenty-year consensus Campus Plan, which now is pending before the Zoning Commission, and a further processing application for a new medical/surgical pavilion for MedStar Georgetown University Hospital (MGUH), which is anticipated to be filed shortly.
- **Progress on Campus Projects:** Campus construction demonstrates the continued progress on the University's commitment to build a more residential living and learning community, including the opening of Pedro Arrupe, S.J. Hall as an undergraduate residence hall, renovations to existing on-campus residential facilities (e.g., Alumni Square), completion of the Thompson Athletic Center and progress on the Cooper Field and de la Cruz Art Gallery projects.

Specific highlights of the six GCP Working Groups, and 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. As noted above, the Georgetown Community Partnership (GCP) has continued supporting implementation of the 2010 Campus Plan commitments. The GCP also continues to actively participate in the master planning process that provided the substantive basis for the successor Campus Plan that was filed on September 1, 2016 and is anticipated to take effect prior to January 1, 2018.

Since the launch of the GCP in 2012, the University, students, and members of the community have worked together to establish the framework, goals, and principles of the comprehensive master planning effort undertaken by the University. Over the last year, the GCP Steering Committee has focused more intensively on plans for the future of the University and the Hospital, and has been actively engaged in the development of an integrated, consensus twenty-year Campus Plan as well as the proposal for a new medical/surgical pavilion for the Hospital. This collaborative planning effort has addressed major questions of campus physical development, program needs and enrollment, as well as the challenges of long-term planning in the shifting global climate of higher education and healthcare, in addition to transportation and other quality of life impacts.

Given the consistent and substantial progress made by these collaborative efforts, in January 2016 the GCP Steering Committee adopted a timeline that would provide for the twenty-year Campus Plan to be submitted earlier than initially anticipated. Between January 2016 and May 2016, the GCP engaged in a series of focused discussions addressing key Campus Plan issues. A complete draft of the proposed 2017 Campus Plan was posted on the University's Campus Plan website on June 6, 2016.

The draft Plan was also presented and discussed at the following meetings throughout the spring and summer of 2016:

- June 2, 2016 *Planning 401* presentation to members of the University community
- June 6, 2016 community-wide meeting that included a meeting of ANC 2E
- June 15, 2016 meeting of the Foxhall Community Citizens Association
- July 6, 2016 meeting of ANC 3D
- July 6, 2016 meeting with the National Park Service
- July 7, 2016 public hearing before the Old Georgetown Board

In addition, members of the University community (including students, faculty and staff) and residents of the neighborhoods surrounding campus were encouraged to review the draft Plan and submit questions or comments through an online *Comments Portal*. During this open review and comment period, which was extended through July 15, 2016, the University received and responded to approximately 75 comments. All of the comments and responses were posted on the Campus Plan website.

A number of modest changes were incorporated into the Plan document to respond to feedback received from various stakeholders during the review and comment period. Notably, prior to its formal filing with the Zoning Commission on September 1, 2016, the 2017 Campus Plan was reviewed and unanimously approved by Advisory Neighborhood Commissions 2E and 3D, and statements of support were also adopted by the Foxhall Community Citizens Association, Burleith Citizens Association, and Georgetown Citizens Association.

3. The GCP continues to facilitate discussion, information sharing, and consensus-based decision-making.

- The GCP is led by a Steering Committee comprised of members of ANC 2E, ANC 3D, the Citizens Association of Georgetown (CAG), the Burleith Citizens Association (BCA), the Foxhall Community Citizens Association (FCCA), Georgetown University, the Georgetown University Student Association (GUSA), and MedStar Georgetown University Hospital (*ex officio*). The Steering Committee meets quarterly, receives reports from and provides guidance to the six working groups described below, and works on issues related to the University's master planning.
- Over the last year, the GCP Steering Committee has worked more intensively on the development of plans for the future of the University and the Hospital, which resulted in the development of an integrated, consensus 20-year Campus Plan as described above. This planning has focused on major questions of campus physical development, program needs and development and transportation impacts. The continued role of the GCP, and the collegial nature of its work, was specifically reinforced in the 20-year Campus Plan.
- Justice and Sustainability Associates (JSA) continues to serve as facilitator of the GCP, and representatives of JSA attend all Steering Committee and working group meetings and serve as the GCP's secretary.
- To guide its work the Steering Committee continues to operate under the Terms of Reference created in 2012.
- The six Working Groups created to address Campus Plan implementation as well as quality of life issues and the University's and the Hospital's master planning have continued to meet regularly, typically monthly, over the last year. Working groups comprise Steering Committee members, neighbors, University staff and administrators, and students, to address issues of shared concern. Colleagues from DC agencies and representatives of elected officials are also engaged with relevant groups as appropriate. The working groups are: Safety and Student Life, Environment and Landlord Initiatives, Data and Metrics, Transportation and Parking, Communications and Engagement, and Master Planning.

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

- Supporting the University's efforts to explore the possibility of expanding its existing agreement with the Virginian Suites in Rosslyn, Virginia, to provide graduate student housing near campus but not in West Georgetown, Burleith, or Foxhall. (See Paragraph 13 below.)
- Reviewing and advising on reported neighborhood incident data collected by the Office of Neighborhood Life, including calls to the University Helpline, and the University's response to and, as appropriate, adjudication of reported incidents;
- Reviewing the bi-annual enrollment and local student address data maintained by the University and the external review described in Paragraph 12;
- Continuing to develop alternative transportation options that are appealing to graduate students and identifying ways to market these options to graduate students;
- Working with the University to improve the collection of local addresses from graduate students;
- Providing orientation sessions and materials for students living off campus, including the Hoya Living Guide, to graduate and medical students, and strengthening relations with relevant graduate student affairs staff.

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. These townhouses have integrated well with the residential character of the 1400 block of 36th Street.

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. Since that time, the University has converted some of the townhouses in this block into daytime uses and housing for faculty and staff, consistent with the Campus Plan.
- The University met the Campus Plan deadline to create an additional 385 beds on-campus by the fall 2015, bringing the total of new on-campus beds to 450.
 - Specifically, the University fulfilled its commitment to create an additional 385 beds on campus by Fall 2015 through a combination of

148 new beds in the renovated Ryan Hall and Isaac Hall, providing temporary capacity in the Leavey Center hotel, and creating additional capacity throughout existing on-campus residence halls.

- The Fall 2016 delivery of Arrupe Hall replaced 225 temporary beds with permanent on-campus housing capacity, while enlivening the northern campus residential district.
- A change to the University's housing policy, which requires undergraduate students to live in University-owned housing for not less than three years, subject to certain limited exceptions, became effective in Fall 2015.

Anecdotal evidence indicates that, as more students have moved onto campus, there has been some turnover in houses that were primarily student rental properties in West Georgetown and Burleith either through renovation or sale. The GCP will continue to monitor further changes in the number of undergraduate group houses and the neighborhood housing market in the coming years.

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 continued to report its enrollment to the GCP and the Zoning Administrator each semester, as required by Paragraph 11. Copies of the Fall 2015 and Spring 2016 reports are attached as Exhibits 1 and 2.

12. Walker & Associates, an independent firm, conducted its second annual review of the University's housing and enrollment numbers in January 2016 and shared the results of that review with the Data and Metrics Working Group and the Steering Committee in January 2016.

Graduate Student Housing (Paragraph 13)

13. Consistent with the Campus Plan requirements, the University issued an RFI for graduate housing in November 2012. In February 2015 the University entered into an agreement with the Virginian Suites in Rosslyn, Virginia, to provide 44 units of graduate student housing. In academic year 2015-2016, 19 of 44 units were leased. In 2016-2017, 43 of 44 units were leased. The University is exploring the possibility of expanding this program to include more units and enhance residential programmatic support. Graduate students and the University administration agree graduate student housing is important and the University continues to explore opportunities for graduate student housing near the Georgetown Downtown and Law Center campuses.

Quality of Life Initiatives (Paragraphs 14–19)

14. Working in close consultation with the GCP, during the 2015-2016 academic year the University continued to commit substantial financial, personnel, programmatic and intellectual resources to support a safe community, educate students to be good neighbors, and mitigate the impacts of trash, noise, and student behavior. The GCP continues to play a key role in the targeting of investments in various quality of life initiatives, allowing flexibility to respond to continuing, emerging and shifting needs.

- The Office of Neighborhood Life (ONL) continues to serve as a resource for students and permanent residents and to execute many of the programs and initiatives in the following paragraphs.
 - The office reports directly to the Vice President for Government Relations and Community Engagement to ensure accountability and effectiveness.
 - The office has a staff of five: Director of Neighborhood Life, Assistant Director of Neighborhood Life, a Program Coordinator, a West Georgetown Community Director, and a Burleith/Foxhall Community Director. Both Community Directors live in their respective neighborhoods.

14(a) The GCP Environment and Landlord Initiatives Working Group has engaged intensively in a review of University programs designed to reduce trash, litter and other negative environmental impacts in order to increase the effectiveness of these programs. The GCP has made progress but work remains to fully achieve the necessary results. Specific accomplishments include:

- The Environment and Landlords Working Group has actively reviewed data on trash violations and will continue to monitor and address issues related to trash violations and enforcement, as appropriate.
- The University provides regular trash runs in the West Georgetown and Burleith neighborhoods which include the pickup of visible trash including bagged and loose trash, containers on the sidewalk with trash overflowing, bulk items, yard waste, and litter. In addition, a full-time staff member is assigned to regularly pick up litter on the streets in West Georgetown. These runs have significantly reduced litter and trash, but the challenge remains to create an environment and to provide necessary resources that focus on behavior change rather a program that picks up litter but does not reduce poor waste management habits. Other programs involving educational and infrastructure changes continue to be modified to create sustainable waste

management habits that should contribute to a healthy and safe environment. These include:

- The University Office of Neighborhood Life provides instructional brochures, orientation sessions, and “on-the-street” and other educational training to students who live off-campus.
- In February 2015 the University created several consolidated trash locations for University-owned townhouses, initiated daily University trash collection at these locations, and removed individual trashcans from these townhouses. In 2016 the University also added a centralized trash location behind Holy Trinity Church for students living off-campus near the 3500 block O Street and 1300 block of 35th Street. The centralized trash program has simplified trash management for students living in University-owned townhouses and reduced the impacts of trashcans in public space.
- The GCP remains concerned about the concentration of trashcans and associated impacts at certain “hot spot” locations off campus. The University is working with the GCP and off-campus property owners to identify potential locations for consolidated trash removal for off-campus properties.
- University staff members walk the streets and alleys in West Georgetown, Burleith, and Foxhall to document violations of D.C. trash rules and/or the Code of Student Conduct pertaining to trash, recycling, and exterior property conditions, including overflowing trashcans, litter on the ground, and cans visible to the public.
- The University runs move-in and move-out drives at the beginning and end of the academic year to collect bulk trash items and items for donation from students living off campus and for neighbors. These drives remove bulk trash in an efficient manner and divert usable goods away from landfills. In 2015-2016, for example, 34,000 pounds of items were diverted from local landfills, and approximately \$132,000 worth of items were donated rather than being discarded.
- In 2016, the ELI working group established a “Clean Blocks” program designed to incentivize clean streets by recognizing the cleanest block within West Georgetown. The judging committee is a collaborative effort between community members, students, and the University.
- ONL loans maintenance supplies to students living off-campus to maintain their yards and exterior property, which has helped students better maintain the exterior of their properties.

- ONL designated several “winter houses” in West Georgetown and Burleith where students can borrow snow shovels and ice melt during snowstorms. During the winter of 2015-2016 ONL distributed over 2,500 pounds of ice melt to students living off campus.

14(a)(i). The University continues to operate the Student Neighborhood Assistance Program (SNAP), which proactively patrols the neighborhood and addresses concerns, educates students in real time, and responds during certain hours to calls from the University Helpline, which is staffed 24 hours a day. Specifically:

- The Safety and Student Life Working Group has evaluated the SNAP program for three full academic years, and the resulting data suggests there is a trend toward a decline in the number of off-campus noise incidents. Community members have confirmed that complaints about nighttime noise have significantly declined. However, challenges remain including transient and daytime noise. Such work regarding noise from non-students may be aided by continued engagement of MPD and possibly amending the DC noise law.
- SNAP continues to patrol West Georgetown, Burleith, and Foxhall, typically with two vehicles on Thursdays, Fridays and Saturdays from 10:00pm-3:00am. SNAP adds extra shifts on holiday weekends and days and/or weekends with anticipated high activity.
- The University continues to maintain the 100% response policy, which provides that the University respond to 100% of calls to the University Helpline and “close the loop” with callers who request follow up, by reporting on the University response and the outcome of the response.
- ONL provides training for the SNAP team twice a year and holds quarterly staff meetings aimed at providing a greater consistency in SNAP’s proactive response and addressing any concerns about performance.
- The University and other GCP members continue to meet regularly with MPD regarding the Reimbursable Detail (overtime MPD officers), and, together, urge MPD to respond proactively and to provide comprehensive and timely reports, which have, at times, been inconsistent. Recent improvement has been noted.
- Starting in Fall 2016, the University added a new Late Night Supervisor on Fridays and Saturday nights from 10:00pm – 3:00am. The role of the Late Night Supervisor is to manage the late night resources for the University, specifically SNAP, the Late Night Shuttles and the Reimbursable Detail (overtime MPD officers).

14(a)(ii). The University continues to operate late night shuttles Thursday, Friday, and Saturday from 10:00pm to 3:00am that serve West Georgetown, Burleith, M Street, and Dupont Circle, and on Fridays and Saturdays that serve Adams Morgan. In fall 2016 the University significantly enhanced marketing efforts of these shuttles to students, including distributing 10,000 shuttle cards to students and popular destinations like the Healey Family Student Center and the Leavey Center, posting large posters across campus residence halls and displaying a 6' x 8' banner in Red Square. The University, in collaboration with students and the Safety and Student Life Working Group, continues to assess ridership for these late night shuttles. At this time the University is exploring a pilot program that would take offline the Adams Morgan late night shuttle due to low ridership numbers and repurpose the funds to support weekend GUTS service. After ridership numbers were assessed a decision on whether to continue to the pilot program would be made.

14(a)(iii). The University continues to require all undergraduate students living off-campus to attend Hoya Living Orientation, which provides information about resources, rights, and responsibilities for students living off-campus.

Specific components of the University's orientation program include:

- Resident voices (through videos) highlighting 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; University noise standards off campus and DC noise law; University sanctions for off-campus conduct; the role of SNAP, GUPD, and MPD in the neighborhood; trash, recycling, and property maintenance regulations and responsibilities; neighborhood safety resources such as GERMS, SafeRides, late-night shuttles, SNAP and GUPD; 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.
- All students read and sign a community agreement setting out the University's expectations for students living off-campus. A copy of the community agreement is included in the Hoya Living Guide (see below).
- ONL distributes the Hoya Living Guide, which includes information about rights and responsibilities for students living off-campus and available resources, to all students who attend orientation. A copy of the most recent Hoya Living Guide is included with this report as Exhibit 3.
- ONL continues an expanded orientation program 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 distributes the Hoya Living Guide at these meetings, publishes the guide on its website, and provides the Hoya Living Guide to the Graduate School and the School of Medicine for distribution to new graduate and medical students.

14(a)(iv). The University has continued to operate its 24/7 Helpline, which serves as a single point of contact for all concerns about noise or other quality of life issues off-campus.

- Calls to the Helpline seem to have become the neighborhood norm for and a trusted means of reporting incidents to which the University will respond in real time.
- The University continues to work with GUPD to provide ongoing training and modifications to the Helpline protocol to ensure it remains an effective resource for residents to report incidents and the University to respond to incidents.
- The University continues to work with the Reimbursable Detail (overtime MPD officers) and distributes memos outlining expectations and foot beats to all officers who work the overtime detail.
- The University continues to market the Helpline to residents and students through neighborhood and University newsletters; magnets and postcards; presentations to neighborhood association meetings; inclusion in Georgetown Current advertisements; individual contacts with neighbors; orientation for off-campus students; and in the Hoya Living Guide.

The Communications and Engagement working group has continued to identify and provide 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 through regular advertisements in the Current Newspapers, and through community and University newsletters.
- Participating in and sponsoring community events, committees, and organizations, including the annual Burleith Picnic; CAG's Concerts in the Park series; the Georgetown House Tour; Volta Park Day; the CAG Annual Gala, and being a patron member of the Foxhall Community Citizens Association.

- Hosting an annual Georgetown Community Day, which features representatives of University departments and neighborhood organizations as well as students, and free food and family activities.
- For the past two years, the University has hosted National Night Out for MPD's second district. National Night out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, better places to live.

14(b). Many of the programs and initiatives listed above were designed in consultation with the GCP during the 2013-2014 academic year and have been implemented over the last three years. Some are more successful than others so far. The University is aware that this is a work in progress that requires continued monitoring and evaluation to test effectiveness and ensure sustainability, with modifications and enhancements as necessary. As indicated above, the GCP continues to work intensively and collegially to evaluate programs designed to address quality of life concerns and achieve the requisite positive results.

15. In the last year, the University has continued policies and practices to make on-campus social life more welcoming and to reduce the impacts of off-campus parties. On-campus examples include:

- Bulldog Tavern, the pub in the Healey Family Student Center, continues to market and improve the experience at the tavern. (See additional details in Paragraphs 19 – 21 below.)
- The University has continued its open container policy in certain outdoor areas of campus, including the Alumni Square courtyard, LXR courtyard, Village A courtyard, and Henle Village courtyard. The open-container program allows small groups of students to socialize in University residential outdoor spaces with open containers. Most of these spaces include grills and/or outside furniture for student use as well. The program continues to be successful and without incident.
- GUPD and Residential Living 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. An issue has recently surfaced regarding whether Residential Living staff should be giving warnings before writing up students living on campus for excessive noise. Student leaders have suggested that some students view on campus socializing as less welcoming because of this policy. This issue will be explored and discussed in more depth in the coming months.
- In order to better incorporate student perspectives into the development of policies designed to improve on-campus socializing, the GCP agreed to add a

student representative as a third co-chair of the Safety and Student Life Working Group.

Off-campus examples include:

- The Code of Student Conduct 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.”
 - ONL communicates this language during off-campus orientation and the language is in the Hoya Living Guide. This policy continues to be the standard that SNAP uses while on proactive patrol. Work remains to ensure students understand that the policy applies to daytime noise as well.
- The Associate Director of Student Conduct adjudicates off-campus conduct incidents through a process that has successfully increased transparency and completion of cases. The University also offers “Home Beyond the Hilltop” as an educational and sanction-reducing workshop for first offense violations.

16. Working with the GCP, ONL has strengthened its relationships with city agencies to address quality of life and safety issues in the community. Specifically:

- ONL and the GCP Environment and Landlord Initiatives Working Group maintain working relationships with the Department of Public Works (DPW) to understand and enforce regulations regarding trash management and to support neighborhood cleanups.
- ONL and the GCP continue to work closely with DCRA to inspect off-campus rental properties to ensure they are safe and properly licensed and to respond to tenant complaints. (See Paragraph 18 below.)
- ONL continues to maintain a working relationship with the Office of the Tenant Advocate (OTA) connecting students with an advocate in dealing with landlord-tenant disputes.
- ONL continues to maintain working relationships with the Mayor’s Office of Community Relations and the Office of the Clean City to assist with environmental quality-of-life concerns facing students and non-students alike.
- The command staff at MPD-2D has recently changed and the GCP is working to ensure consistent engagement from the new MPD-2D leadership and regular access to police reports.

- Introducing a campus meal plan “exchange” program after 3:00pm to allow more flexibility for students with respect to evening on-campus dining options, with plans to further expand the program in the future to enhance student dining choices and flexibility throughout the entire day. Nearly 30% of students on meal plans have utilized the current evening-hours exchange program.
- Introducing a successful “to-go” dining program that allows students the flexibility to enjoy a meal from Leo O’Donovan Hall (the main campus dining facility) even when their schedule doesn’t allow time for a full sit-down meal. The program provides students with a reusable to-go container that can later be returned to Leo’s and exchanged for a new clean box or a to-go tag to claim a new box at a later time. To date, approximately 3,850 to-go container sets have been distributed.
- Launching *Tapingo*, a mobile pre-ordering platform that allows all students (with and without meal plans), along with faculty and staff to conveniently pre-order food from nearly all food operations on campus.
- Providing additional social and community space in Ryan/Isaac Hall and a courtyard outside the buildings that includes a grill and new green space.
- Maintaining a sand volleyball court and grilling area in the courtyard of the Southwest Quad residence halls.
- Creating more functional outdoor space along heavily trafficked pedestrian corridors and large community spaces accessible to individual students and student groups through the Fall 2016 delivery of the Pedro Arrupe, S.J. residence hall.
- Providing new practice, study, and student activity space for 750 varsity student athletes at the John R. Thompson, Jr. Intercollegiate Athletic Center, which opened in Fall 2016.

Additionally, the University has projects underway and is actively planning for facility improvements and new facilities that will improve the student social and recreational experience on campus, including:

- Strengthening the undergraduate residential experience through continued targeted housing renewal projects.
- Engaging an industry-expert consulting team to lead a collaborative visioning and planning process with students and other key stakeholders to re-imagine campus food service, resulting in major capital investments in physical improvements to Leo O’Donovan Hall and the Hoya Food Court at the Leavey

Center in summer 2017 to provide updated and expanded on-campus food service options for students, faculty and staff.

- Planning for comprehensive renovations to the Campus Bookstore at the Leavey Center which will provide expanded technology resources as well as additional student social and study spaces.
- Pursuing substantial improvements to Cooper Field, which is currently home to Georgetown's football, field hockey and lacrosse teams, as well as club sports and university-wide events.
- Providing new gallery and exhibition space at the de la Cruz Gallery of Art within the Walsh Building.
- Creating a new northern lawn adjacent to the Hospital as part of the proposed MGH medical/surgical pavilion project.
- Envisioning a new Student Life Corridor, which will link and strengthen hubs of student activity from the south end of campus extending through the central campus core north to Reservoir Road.

Comprehensive Transportation Plan (Paragraphs 22–29)

22. The University continues to retain Dumont Janks to assist with its master planning process and the development of a more residential Main Campus, including assessing and enhancing the University's transportation network. The University, along with the Hospital, also continues to retain Wells + Associates to assist with transportation planning and design.

- The University opened the McDonough Bus Turnaround on November 9, 2015, consistent with the condition that the University maximize the use of the Canal Road entrance for GUTS buses. With the opening of the Bus Turnaround, all GUTS routes (except Wisconsin Avenue) now enter and exit the campus via Canal Road. During the morning peak period, the Canal Road entrance is controlled to ensure that only GUTS buses are allowed to turn left onto Canal Road. In addition, the University provides a mini shuttle between McDonough Gymnasium and north campus locations, including the Leavey Center and the Hospital.
- The University is actively addressing operational issues associated with tracking devices in GUTS buses and is in the process of procuring and implementing new systems to improve tracking efficiency and functionality. Specifically, in late 2016 new GPS equipment will be installed in the GUTS fleet that provides tracking data that does not require driver interface; this enhanced technology is expected to improve the accuracy of data used to

track GUTS bus location and enhance the functionality of the *NextGUTS* app. Also, in early 2017, the University is planning to install prototype ridership monitoring equipment in order to improve the quality of ridership data.

23. The University has continued to adhere to its Transportation Demand Management (TDM) plan. In addition, the University, the Hospital, and the GCP have worked closely with Wells + Associates to develop an integrated TDM plan for the University as part of the 2017 Campus Plan. Several steps have been taken to date, specifically:

- The University continues to provide seven Zipcar parking spaces on campus. Zipcar provides a membership discount to students, faculty, and staff.
- The University joined other community organizations and the Georgetown Business Improvement District to submit a list of five recommended Capital Bikeshare stations in Georgetown, including two near Main Campus.
- Since last year, the bicycle parking capacity on-campus has increased by 229 spaces, including 27 Inverted-U racks (54 spaces) on Prospect Street and 35th Street and 10 new Inverted-U racks (20 spaces) outside of the newly constructed Pedro Arrupe, S.J. Hall. Arrupe Hall also includes a bike room with storage for 50 bicycles.
- The University has implemented an Abandoned Bicycle Abatement program, which makes room for additional bicycle parking by removing abandoned bicycles that take up rack space on campus. In addition, GUTS buses feature bicycle racks on the front of each to bus to give bike commuters more options for bicycling to and from campus.
- The University continues to work with GCP members and the Georgetown Business Improvement District to explore alternative transportation options for the Georgetown neighborhood. The University provides funding and serves on the Steering Committee for a feasibility study for an aerial gondola connecting Georgetown and Rosslyn, Virginia.
- The University undergraduate parking policy prohibits traditional undergraduate students from parking cars on the streets in West Georgetown, Burleith, and Foxhall, subject to reasonable, very limited exceptions.
- The University will provide expanded holiday GUTS service from campus to Reagan National and Dulles Airports during Thanksgiving and winter breaks.

24. In Fall 2013, the University, GCP, and DDOT agreed to reassess the need for a Left Turn Lane from Reservoir Road into Entrance 1. Based on the analysis detailed

more fully in the University's Comprehensive Transportation Review (CTR) Report which was filed with the Zoning Commission on October 31, 2016 in support of the 2017 Campus Plan application, and which was developed in close consultation with the GCP and DDOT, proposed traffic conditions did not demonstrate the need for a westbound turn lane. This conclusion was based in part on the significant Transportation Demand Management commitments made by both the University and Hospital as detailed more fully in the Campus Plan and CTR Report.

25. In conjunction with the proposed medical/surgical pavilion, Entrance 1 is proposed to be shifted further to the west thereby increasing the separation between 38th Street and Entrance 1. The University and Hospital have reviewed the proposed plan extensively with members of the community, students, OGB, and DDOT and believe that the proposed design is acceptable to all parties.

26. The University remains willing to contribute funding for the design and installation of a new traffic signal for Entrance 3, but awaits DDOT direction on how to proceed given the overall reassessment of traffic conditions on Reservoir Road associated with the Hospital's proposed Surgical Pavilion. In addition, in light of the improvements to campus circulation set forth in the proposed 2017 Campus Plan, and as addressed more fully in the above-referenced CTR, the University has requested that DDOT allow the signal to be installed at Entrance 4 in lieu of Entrance 3.

27. Wells + Associates completed the annual transportation performance monitoring study. The GCP Transportation and Parking Working Group reviewed and commented on a preliminary draft of the study and the final report was submitted to DDOT in November 2016.

- The monitoring study includes results from the annual transportation surveys for the University and the Hospital, both administered by Wells + Associates. For the second year in a row, the University's percentage of non-auto modes of transportation increased. The Hospital also experienced an increase in non-auto modes of transportation over last year.

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 (since renamed Cooper Field) expected to draw over 100 visitors must begin before 4:00pm or after 7:00pm.

Parking (Paragraphs 30-33)

30. The University has maintained a parking inventory of no more than 4,080 parking spaces. The University provides seven Zipcar spaces on campus, which are not counted toward the University's overall parking cap.

31-33. The University, through the GCP and other community organizations, has made programmatic changes and provided incentives and rules to encourage students not to bring cars to campus, which have made a positive difference in the availability of on-street parking, including:

- Providing incentives for students to use other forms of transportation by providing Zipcar vehicles on campus and offering discounts; improving bicycle infrastructure on campus and advocating for additional Capital Bikeshare stations near campus; highlighting alternative means of transportation through off-campus orientation; and encouraging graduate students to use satellite parking and alternative forms of transportation.
- The University and the Hospital annual transportation surveys include questions about potential changes to and/or new GUTS bus routes to inform University decision-making and enable them to better serve its constituency.
- The University undergraduate parking policy continues to prohibit traditional undergraduate students from bringing cars to campus and parking them on the street in West Georgetown, Burleith, and Foxhall Village, subject to reasonable exceptions.

Limitation on University's Property Acquisitions (Paragraph 34)

34. During the current period of the Campus Plan, the University has not sought to purchase or enter into a lease or other agreement for additional property in Georgetown, Burleith, or Foxhall for use as student housing.

Medical Facilities (Paragraph 35)

35. The University and the GCP actively engaged with MedStar during 2015-2016 and together reached consensus for a plan to develop a new Medical/Surgical Pavilion at the north end of campus. The GCP discussed this issue through monthly meetings of the Master Planning Working Group, reviewing plans for the Hospital's growth and related impacts, including building massing, green space, pedestrian and vehicle flow, helicopter and ambulance noise, and traffic.

Kehoe Field Enclosure (Paragraphs 36-37)

36-37. The University has not enclosed Kehoe Field. If it does, it will do so consistent with paragraph 36 and in consultation with the GCP.

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 on behalf of the Georgetown Community Partnership:



Christopher Augustini
Senior Vice President and Chief Operating Officer, Georgetown University
Co-Chair, Georgetown Community Partnership



Ronald Lewis
Chair, Advisory Neighborhood Commission 3E
Co-Chair, Georgetown Community Partnership

EXHIBIT 1: FALL 2015 ENROLLMENT AND HOUSING REPORT



Georgetown University
2010-2017 Campus Plan
Enrollment and Housing Report
Zoning Commission Case No. 10-32
Condition 11
Fall 2015 Report
Prepared: December 2015

Georgetown University

Fall 2015 Report – Condition 11

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 2015 enrollment data is based on the University Registrar's reporting date of October 9, 2015.

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, Georgetown Downtown, 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

Main Campus	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	13,112	12,846	12,043	11,849	12,005	11,880	12,043	

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

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

One semester before the required date, the University opened a new site in August 2013 called “Georgetown Downtown”, located at 640 Massachusetts Avenue, NW, Washington, DC. Georgetown Downtown houses the School of Continuing Studies (SCS).

Georgetown Downtown School of Continuing Studies	2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring
	1,253	1,170	1,247	1,336	1,658	

See Attachment B: School of Continuing Studies Headcount Details for the methodology of calculating the SCS student headcount.

Condition 8c: Senior Citizen Auditor Program

The University shall maintain the senior citizen auditor program.

GU Response

	2011-2012		2012-2013		2013-2014		2014-2015		2015-2016	
	Fal l	Sprin g	Fal l	Sprin g	Fal l	Sprin g	Fal l	Sprin g	Fal l	Sprin g
Senior Auditors	51*	60	72	61	82	82	105	101	118	

* Senior Auditors did not factor into calculations until Spring 2012. Included for completeness and purposes of comparison.

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

Traditional Undergrad	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall*	Spring
Student Headcount	6,607	6,462	6,684	6,554	6,679	6,586	6,677	

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

* Fall 2015: The Traditional Undergraduate Enrollment exceeds the enrollment maximum of 6,675 students by 2 students (.03%) as of Friday, October 9, 2015, the Census Date for Georgetown's Official Statistics for Students and IPEDS reporting. As of October 29, 2015, GU's undergraduate enrollment dropped below the enrollment maximum to 6,674. Further, 34 more undergraduate students are studying abroad in Fall 2015 than in Fall 2014. Thus, the impact on the Hilltop of the higher number of students in the count is mitigated.

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

Medical	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	808	804	800	792	793	789	796	

Condition 11, Part 1: Full-Time, Traditional Undergraduate and School of Continuing Studies Enrollment (2000 Campus Plan)

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

Traditional Undergraduates

Main Campus	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	6,067	5,728	6,105	5,766	6,053	5,819	6,006	

See Attachment D: Full-Time, Traditional Undergraduate Enrollment Details.

School of Continuing Studies

Main Campus	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
SCS Students	1,360	1,287	226	229	243	191	185	

See Attachment E: School of Continuing Studies Enrollment Details for the methodology of calculating the Main Campus School of Continuing Studies Enrollment, starting with AY 2013-2014, and forward.

Condition 11, Part 2: University Provided Student Housing

The report shall also contain the number and location of all University-provided student housing. Undergraduate Bed Counts are based on reports from the Office of Residential Living, which are prepared the Friday of the first full week of Fall and Spring classes.

GU Response

Undergraduate Bed Count

MAIN CAMPUS	2012 - 2013		2013 - 2014		2014 - 2015		2015 - 2016	
Building Name	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Alumni Square	344	344	356	356	360	360	360	
Copley Hall	320	320	320	320	320	320	324	
Darnall Hall	318	318	318	318	318	318	318	
GU Hotel							146	
Harbin Hall	440	440	440	440	440	440	440	
Henle Village	459	459	464	464	459	459	464	
Kennedy	301	301	307	307	307	307	314	
LXR (Loyola, Xavier, Ryder)	289	289	289	289	289	289	304	
McCarthy	292	292	307	307	307	307	328	
Nevils Building	225	225	225	225	225	225	225	
New South	396	396	407	407	402	403	404	
Reynolds	202	202	209	209	209	209	226	
Ryan Hall and Freedom Hall							148	
Townhouses	290	290	235	239	241	239	256	
Village A	498	498	498	498	498	498	502	
Village C East	288	288	287	287	288	288	288	
Village C West	391	391	391	391	391	391	391	
Total Undergraduate Beds	5,053	5,053	5,053	5,057	5,054	5,053	5,438*	

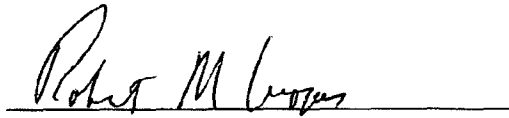
* Georgetown added 148 beds in two new dormitories (Ryan Hall and Freedom Hall) and converted 146 beds in the Georgetown Hotel to accommodate students.

Condition 11, Part 3: Certificate of Accuracy

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

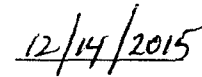
GU Response

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 official statistics used for the University's IPEDS report that this document accurately reflects the Hilltop enrollment at Georgetown University for Fall 2015.

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

Robert M. Groves, Ph.D.

Provost

A handwritten date "12/14/2015" is written in black ink.

Date

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.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Georgetown University total student body	17,357	16,714	17,849	17,000	17,858	17,329	18,459	
Less Law Center	-2,722	-2,574	-2,730	-2,616	-2,728	-2,631	-2,845	
Less SFS-Qatar	-240	-238	-252	-248	-254	-254	-256	
Plus Law Center and SFS-Q students who take a class on the Main Campus	31	37	38	42	39	30	42	
Less School of Continuing Studies who take all classes off campus			-1,253	-1,170	-1,247	-1,336	-1,658	
Less other students who take all classes at an off-campus location (e.g. online, South America)	-738	-669	-967	-718	-991	-836	-985	
Less Study Abroad	-398	-249	-448	-287	-479	-239	-519	
Less Continuous Registration	-106	-114	-112	-72	-88	-82	-77	
Less Senior Citizen Auditors	-72	-61	-82	-82	-105	-101	-118	
Main Campus Student Headcount	13,112	12,846	12,043	11,849	12,005	11,880	12,043	

Attachment B: School of Continuing Studies Headcount Details

SCS students that take courses exclusively at Georgetown Downtown or online, and do not come to Main Campus.

	2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring
Total SCS Enrollment	1,637	1,549	1,657	1,686	2,013*	
SCS Graduate Students on Main Campus	264	231	232	210	204	
SCS Undergraduate Students on Main Campus	38	67	73	39	33	
Senior Auditors on Main Campus	82	82	105	101	118	
(Less) Total SCS Students on Main Campus	-384	-379	-410	-350	-355	
SCS Students at Georgetown Downtown	1,253	1,170	1,247	1,336	1,658*	

* Fall 2015: SCS began offering graduate programs online in Spring 2015. This fall, 209 students are counted in total SCS enrollment.

Attachment C: 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.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Main Campus Student Headcount	13,150	12,803	12,043	11,894	12,005	11,880	12,043	
Plus students studying abroad	398	249	448	287	479	239	519*	
Less graduate and professional students	-6,304	-5,983	-5,301	-5,088	-5,319	-5,097	-5,473	
Less students enrolled in non-traditional undergraduate programs:								
Undergraduate School of Continuing Studies	-171	-157	-38	-66	-71	-39	-55	
Accelerated Second Degree BSN	-148	-115	-124	-83	-78	-48	-33	
Non-degree	-318	-335	-344	-322	-337	-349	-326	
Traditional Undergraduate Program Headcount	6,607	6,462	6,684	6,554	6,679	6,586	6,677	

* Note: there are 34 more undergraduate students studying abroad in Fall 2015 than in Fall 2014. Thus, the impact on the Hilltop of the higher number of students in the count is mitigated.

Attachment D: Full-Time, Traditional Undergraduate Enrollment Details (2000 Campus Plan)

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. The undergraduate cap was an average of fall and spring enrollment, not to exceed 6,016 students.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Georgetown University total student body	17,357	16,714	17,849	17,000	17,858	17,329	18,459	
Less Law Center	-2,722	-2,574	-2,730	-2,616	-2,728	-2,631	-2,845	
Less Medical Center (professional)	-829	-825	-826	-816	-816	-812	-814	
Less Graduate School (Main, Med Center, MSB)	-4,433	-4,204	-4,498	-4,198	-4,488	-4,211	-4,688	
Less Graduate SCS	-1,317	-1,262	-1,400	-1,326	-1,397	-1,447	-1,743	
Less Graduate School Online*	-504	-491	-759	-603	-834	-757	-807	
Total Undergraduate Enrollment	7,552	7,358	7,636	7,441	7,595	7,471	7,562	
Less SFS-Qatar	-240	-238	-252	-248	-254	-254	-256	
Less Remaining Study Abroad	-391	-231	-432	-267	-456	-217	-490	
Less Remaining Non-Degree Students	-422	-411	-453	-433	-462	-463	-473	
Less Remaining Part-Time Students	-134	-459	-135	-500	-147	-526	-142	
Less RNs Returning to School FT	-148	-115	-122	-79	-78	-48	-31	
Less Remaining Traditional Veterans	-66	-70	-69	-61	-62	-55	-70	
Less Remaining Students Over 25	-28	-46	-24	-30	-22	-19	-14	
Less Remaining Commuters	-56	-60	-44	-57	-61	-70	-80	
Main Campus Student Headcount	6,067	5,728	6,105	5,766	6,053	5,819	6,006	

* Online Courses: Main Campus and Medical Center only; Law and SCS are counted with their respective campuses.

Attachment E: 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.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Total School of Continuing Studies Enrollment	1,560	1,480	1,637	1,549	1,657	1,686	2,013	
Less Students who take all classes at the Downtown location			-1,253	-1,170	-1,247	1,336	-1,658	
Less Students Studying Abroad			0	0	0	0	0	
Less Continuous Registration and Students with No Class Meetings	-128	-132	-76	-68	-62	-58	-52	
Less Senior Citizen Auditors	-72	-61	-82	-82	-105	-101	-118	
Main Campus SCS Enrollment	1,360	1,287	226	229	243	191	185	

EXHIBIT 2: SPRING 2016 ENROLLMENT AND HOUSING REPORT



Georgetown University
2010-2017 Campus Plan
Enrollment and Housing Report
Zoning Commission Case No. 10-32
Condition 11
Spring 2016 Report
Prepared: May 2016

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 Spring 2016 enrollment data is based on the University Registrar's reporting date of February 22, 2016.

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, Georgetown Downtown, 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

Main Campus	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	13,112	12,846	12,043	11,849	12,005	11,880	12,043	11,909

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

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

One semester before the required date, the University opened a new site in August 2013 called “Georgetown Downtown”, located at 640 Massachusetts Avenue, NW, Washington, DC. Georgetown Downtown houses the School of Continuing Studies (SCS).

Georgetown Downtown	2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring
School of Continuing Studies	1,253	1,170	1,247	1,336	1,658	1,693

See Attachment B: School of Continuing Studies Headcount Details for the methodology of calculating the SCS student headcount.

Condition 8c: Senior Citizen Auditor Program

The University shall maintain the senior citizen auditor program.

GU Response

	2011-2012		2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Senior Auditors	51*	60	72	61	82	82	105	101	118	135

* Senior Auditors did not factor into calculations until Spring 2012. Included for completeness and purposes of comparison.

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

Traditional Undergrad	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	6,607	6,462	6,684	6,554	6,679	6,586	6,677	6,573

See **Attachment C: 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

Medical	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	808	804	800	792	793	789	796	787

Condition 11, Part 1: Full-Time, Traditional Undergraduate and School of Continuing Studies Enrollment (2000 Campus Plan)

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**Traditional Undergraduates**

Main Campus	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Student Headcount	6,067	5,728	6,105	5,766	6,053	5,819	6,006	5,743

See Attachment D: Full-Time, Traditional Undergraduate Enrollment Details.

School of Continuing Studies

Main Campus	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
SCS Students	1,360	1,287	226	229	243	191	185	192

See Attachment E: School of Continuing Studies Enrollment Details for the methodology of calculating the Main Campus School of Continuing Studies Enrollment, starting with AY 2013-2014, and forward.

Condition 11, Part 2: University Provided Student Housing

The report shall also contain the number and location of all University-provided student housing. Undergraduate Bed Counts are based on reports from the Office of Residential Living, which are prepared the Friday of the first full week of Fall and Spring classes.

GU Response**Undergraduate Bed Count**

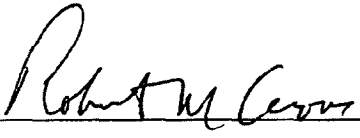
MAIN CAMPUS	2012 - 2013		2013 - 2014		2014 - 2015		2015 - 2016	
Building Name	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Alumni Square	344	344	356	356	360	360	360	360
Copley Hall	320	320	320	320	320	320	324	324
Darnall Hall	318	318	318	318	318	318	318	318
GU Hotel							146	146
Harbin Hall	440	440	440	440	440	440	440	440
Henle Village	459	459	464	464	459	459	464	464
Kennedy	301	301	307	307	307	307	314	314
LXR (Loyola, Xavier, Ryder)	289	289	289	289	289	289	304	304
McCarthy	292	292	307	307	307	307	328	328
Nevils Building	225	225	225	225	225	225	225	225
New South	396	396	407	407	402	403	404	404
Reynolds	202	202	209	209	209	209	226	226
Ryan Hall and Freedom Hall							148	148
Townhouses	290	290	235	239	241	239	256	256
Village A	498	498	498	498	498	498	502	502
Village C East	288	288	287	287	288	288	288	288
Village C West	391	391	391	391	391	391	391	391
Total Undergraduate Beds	5,053	5,053	5,053	5,057	5,054	5,053	5,438	5,438

Condition 11, Part 3: Certificate of Accuracy

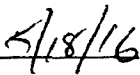
The Report shall contain a certificate as to its accuracy signed by the Provost of the University.

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 official statistics used for the University's IPEDS report that this document accurately reflects the Hilltop enrollment at Georgetown University for Spring 2016.



Robert M. Groves, Ph.D.
Provost



Date

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.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Georgetown University total student body	17,357	16,714	17,849	17,000	17,858	17,329	18,459	17,846
Less Law Center	-2,722	-2,574	-2,730	-2,616	-2,728	-2,631	-2,845	-2,715
Less SFS-Qatar	-240	-238	-252	-248	-254	-254	-256	-254
Plus Law Center and SFS-Q students who take a class on the Main Campus	31	37	38	42	39	30	42	43
Less School of Continuing Studies who take all classes off campus			-1,253	-1,170	-1,247	-1,336	-1,658	-1,693
Less other students who take all classes at an off-campus location (e.g. online, South America)	-738	-669	-967	-718	-991	-836	-985	-855
Less Study Abroad	-398	-249	-448	-287	-479	-239	-519	-275
Less Continuous Registration	-106	-114	-112	-72	-88	-82	-77	-53
Less Senior Citizen Auditors	-72	-61	-82	-82	-105	-101	-118	-135
Main Campus Student Headcount	13,112	12,846	12,043	11,849	12,005	11,880	12,043	11,909

Georgetown University
Spring 2016 Report Attachments

Attachment B: School of Continuing Studies Headcount Details

SCS students that take courses exclusively at Georgetown Downtown or online, and do not come to Main Campus.

	2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring
Total SCS Enrollment [Includes online courses starting Spring 2015]	1,637	1,549	1,657	1,686	2,013	2,077
SCS Graduate Students on Main Campus	264	231	232	210	204	217
SCS Undergraduate Students on Main Campus	38	67	73	39	33	32
Senior Auditors on Main Campus	82	82	105	101	118	135
(Less) Total SCS Students on Main Campus	-384	-379	-410	-350	-355	-384
SCS Students at Georgetown Downtown	1,253	1,170	1,247	1,336	1,658	1,693

Attachment C: 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.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Main Campus Student Headcount	13,150	12,803	12,043	11,894	12,005	11,880	12,043	11,909
Plus students studying abroad	398	249	448	287	479	239	519	275
Less graduate and professional students	-6,304	-5,983	-5,301	-5,088	-5,319	-5,097	-5,473	-5,224
Less students enrolled in non-traditional undergraduate programs:								
Undergraduate School of Continuing Studies	-171	-157	-38	-66	-71	-39	-33*	-32
Accelerated Second Degree BSN	-148	-115	-124	-83	-78	-48	-33	-10
Non-Degree	-318	-335	-344	-322	-337	-349	-346*	-345
Traditional Undergraduate Program Headcount	6,607	6,462	6,684	6,554	6,679	6,586	6,677*	6,573

* Fall 2015: a correction was made to the count for students on campus in the School of Continuing Studies Undergraduate count and Non-Degree students. Students listed as SCS were actual Non-Degree. The total was reported correctly last December and remains unchanged.

Attachment D: Full-Time, Traditional Undergraduate Enrollment Details (2000 Campus Plan)

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. The undergraduate cap was an average of fall and spring enrollment, not to exceed 6,016 students.

	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Georgetown University total student body	17,357	16,714	17,849	17,000	17,858	17,329	18,459	17,846
Less Law Center	-2,722	-2,574	-2,730	-2,616	-2,728	-2,631	-2,845	-2,715
Less Medical Center (professional)	-829	-825	-826	-816	-816	-812	-814	-821
Less Graduate School (Main, Med Center, MSB)	-4,433	-4,204	-4,498	-4,198	-4,488	-4,211	-4,688	-4,314
Less Graduate SCS	-1,317	-1,262	-1,400	-1,326	-1,397	-1,447	-1,743	-1,782
Less Graduate School Online*	-504	-491	-759	-603	-834	-757	-807	-758
Total Undergraduate Enrollment	7,552	7,358	7,636	7,441	7,595	7,471	7,562	7,456
Less SFS-Qatar	-240	-238	-252	-248	-254	-254	-256	-254
Less Remaining Study Abroad	-391	-231	-432	-267	-456	-217	-490	-257
Less Remaining Non-Degree Students	-422	-411	-453	-433	-462	-463	-473	-491
Less Remaining Part-Time Students	-134	-459	-135	-500	-147	-526	-142	-538
Less RNs Returning to School FT	-148	-115	-122	-79	-78	-48	-31	-9
Less Remaining Traditional Veterans	-66	-70	-69	-61	-62	-55	-70	-74
Less Remaining Students Over 25	-28	-46	-24	-30	-22	-19	-14	-20
Less Remaining Commuters	-56	-60	-44	-57	-61	-70	-80	-70
Main Campus Student Headcount	6,067	5,728	6,105	5,766	6,053	5,819	6,006	5,743

* Online Courses: Main Campus and Medical Center only; Law and SCS are counted with their respective campuses.

Attachment E: 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.

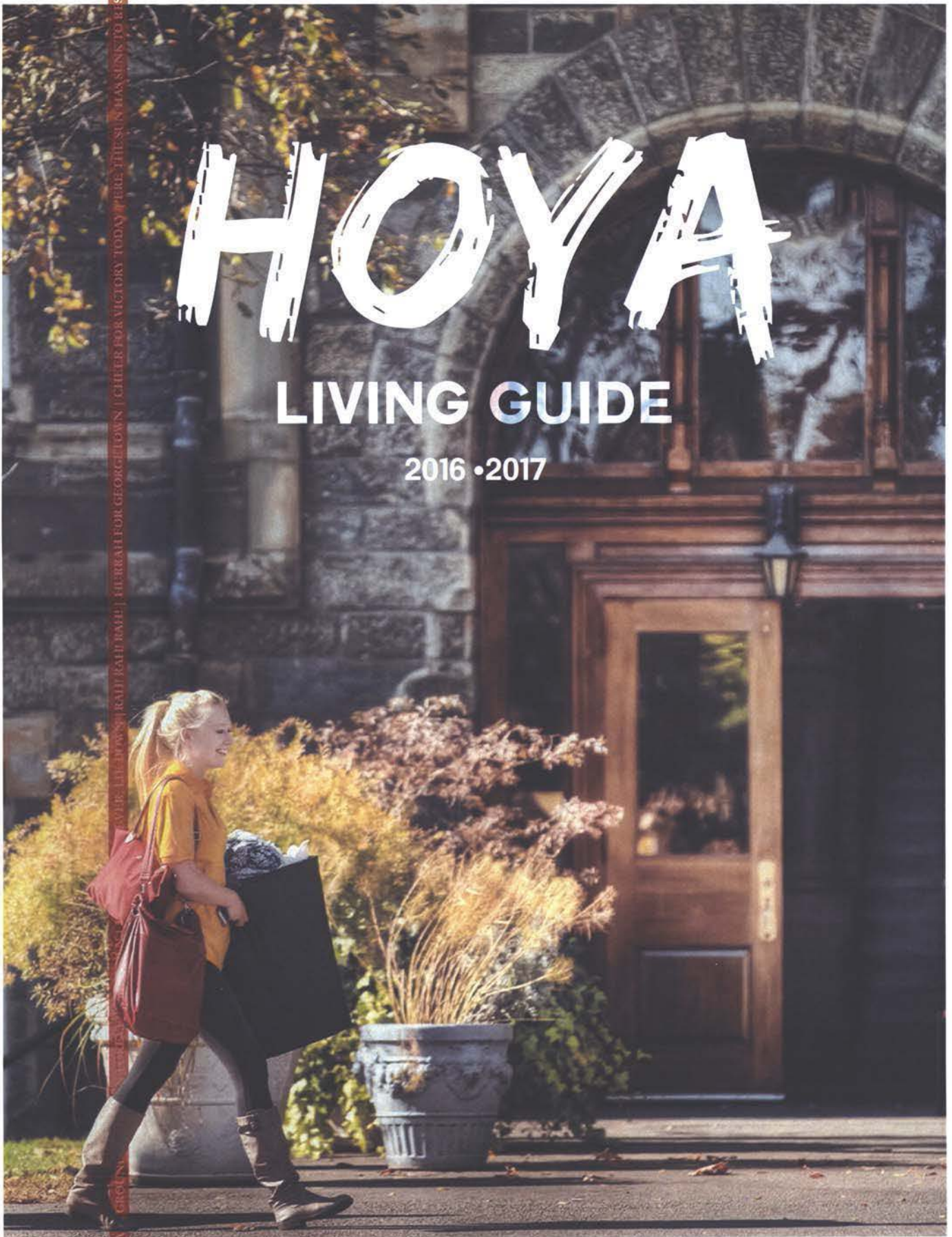
	2012-2013		2013-2014		2014-2015		2015-2016	
	Fall	Spring	Fall	Spring	Fall	Spring	Fall	Spring
Total School of Continuing Studies Enrollment	1,560	1,480	1,637	1,549	1,657	1,686	2,013	2,077
Less Students who take all classes at the Downtown location			-1,253	-1,170	-1,247	1,336	-1,658	-1693
Less Students Studying Abroad			0	0	0	0	0	0
Less Continuous Registration and Students with No Class Meetings	-128	-132	-76	-68	-62	-58	-52	-57
Less Senior Citizen Auditors	-72	-61	-82	-82	-105	-101	-118	-135
Main Campus SCS Enrollment	1,360	1,287	226	229	243	191	185	192

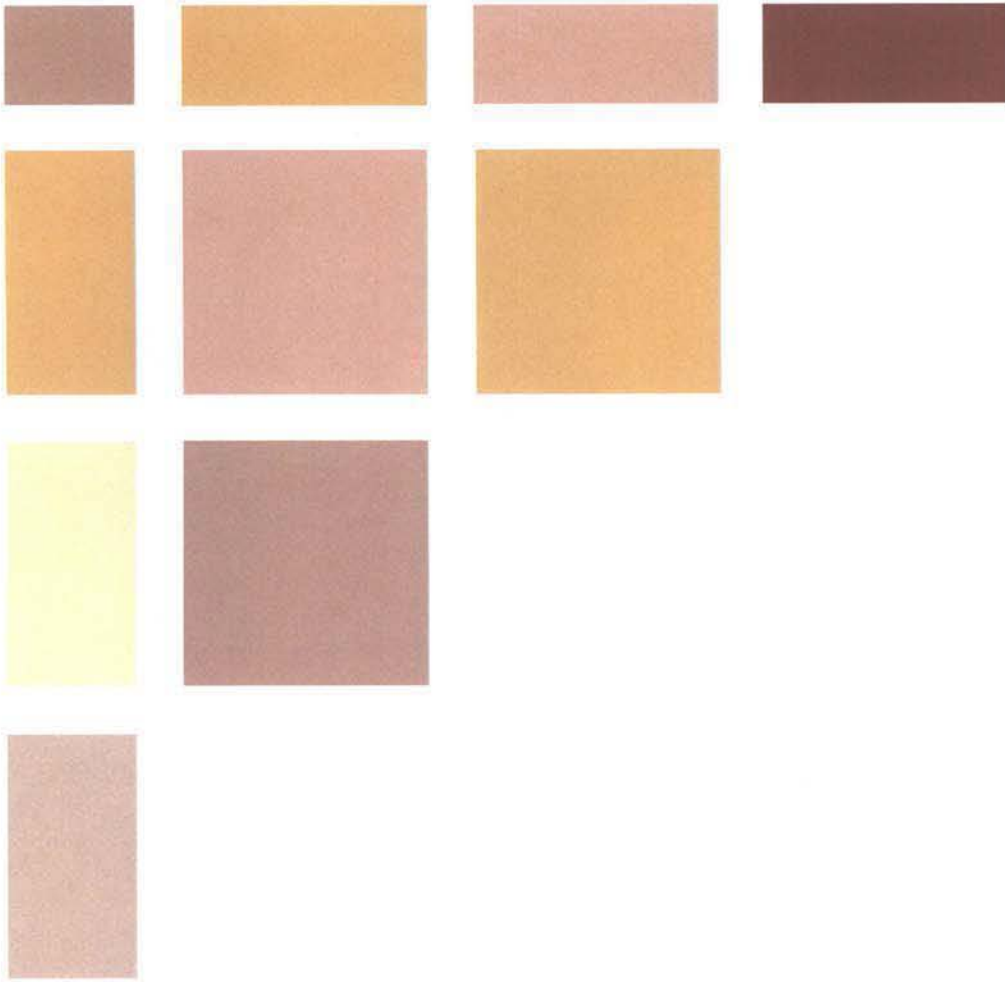
EXHIBIT 3: HOYA LIVING GUIDE

HOYA

LIVING GUIDE

2016 • 2017





OFFICE OF NEIGHBORHOOD LIFE MISSION STATEMENT

The Office of Neighborhood Life supports all students, non-students, and permanent residents in the communities surrounding Georgetown University.

Our office will educate students about university policies and local ordinances to foster personal growth and civic citizenship; and strengthen neighborhood relations by facilitating dialogue with community members, organizations, and local government officials to create a positive quality of life for everyone living in the neighborhood.

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WELCOME

Welcome to the neighborhood and living off campus! The Office of Neighborhood Life (ONL) works with students and non-students in the neighborhood to help ensure you live in a clean, safe, and quiet community. 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.

The ONL staff is available to assist in whatever way we can. Please don't hesitate to stop by our office at **1300 36th Street NW**, or contact us via phone or email at **202-687-5138** and **neighborhoodlife@georgetown.edu**. Our office hours are Monday through Friday from 9 am to 5 pm, weekend hours are available, but must be scheduled in advance. Visit us online at **neighborhood.georgetown.edu** and you can also connect with us through social media on the platforms listed below.

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

Hoya Saxa!
The ONL Team

Office hours:

Monday - Friday:
9:00 a.m. - 5:00 p.m.
Weekend hours available upon request.



GUNeighborhoodLife



@GUNeighborhood



@GUNeighborhood

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UNIVERSITY PARTNERS

Office of Community Engagement

communityengagement.georgetown.edu • (202) 687-5677 • communityengagement@georgetown.edu

The Office of Community Engagement helps to fulfill Georgetown's commitment to the common good in the District of Columbia and the metropolitan region. We support the University's long-term growth and economic development efforts, including the University's master planning; facilitate and develop relationships with community organizations and local governments; support faculty research and scholarship in our local communities; and strengthen the University's partnership with our neighbors.

Office of Student Conduct

studentconduct.georgetown.edu • (202) 687-4553 • studentconduct@georgetown.edu

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 student living off campus, you are strongly encouraged to familiarize yourself with the policies within the Code of Student Conduct (Code), as you become acclimated to life in the neighborhood. Furthermore, it is important to understand the inherent privilege of being a Georgetown student, you are held to high community standards related to off-campus noise and disorderly conduct. Please do not hesitate to email, call or drop by our office on the 5th floor of the Leavey Center if you have any questions regarding the Code of Student Conduct.

...Georgetown Student Tenant Association (GSTA)

gs-ta.org • gstenantassociation@gmail.com

The GSTA is a 501(c)3 organization dedicated to protecting the rights of student tenants off campus. We offer several services: education, lease review, and direct advocacy. Our direct advocacy service allows us to file complaints on behalf of students who are experiencing problems with their landlord. 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. All client information is strictly confidential. Appointments available by request.



Student Advocacy Office (SAO)

www.gustudentassociation.org/student-advocacy-office/ office hours: M-F from 1-5pm

The SAO is a student run office that is housed in the Executive branch of the Georgetown University Student Association. It serves as a resource center for student rights and helps students navigate the university adjudication system through free and confidential advising. We offer several services: confidential advice on a student's specific case, explain the disciplinary process, assist students in preparation for their disciplinary meeting, help students with writing appeals and upon request accompany students to their disciplinary meeting.

Georgetown University Community Agreement

Georgetown University is a Catholic and Jesuit institution bordering several residential neighborhoods in the District of Columbia. The University expects students to uphold their responsibilities as members of the community and to comply with the University Code of Student Conduct and the laws and ordinances of the District of Columbia.

I have chosen to live in a residential neighborhood and understand that I have specific rights, and obligations both to my fellow students and non-student neighbors.

I understand that, as an individual living in the District of Columbia, I have the right to:

- Live in a dwelling that is safe and code-compliant
- Live in a neighborhood that is clean and free from garbage
- Live undisturbed by excessive levels of noise
- Advocate for my rights as a tenant

I understand that the University is committed to:

- Providing support to me through my Community Director and the Office of Neighborhood Life
- Providing a fair and transparent adjudication process for any conduct issues

I also understand that living off-campus is a privilege, and that as a condition of living off-campus, I have obligations and responsibilities both as a student and as a member of the community. I agree to:

- Act in accordance with the ethos and values of Georgetown University and comply with the laws of the District of Columbia
- Abide by the Code of Student Conduct and Georgetown University policies, as well as reasonable requests from university officials that may relate to noise, trash, home maintenance, vehicle rules or other issues
- Understand that I am subject, through the adjudication process, to sanctions for any violations of the University Code of Student Conduct and may be moved on campus for repeated violations of the University Code of Student Conduct and be responsible for any financial obligations associated with relocation
- Abide by the University noise policy, which states, excessive noise inside or outside a building is unacceptable. This will mean that if noise can be heard beyond the property line, it is probably too noisy, taking into account the time and nature of the activity generating the sound
- Treat my fellow students and non-student neighbors with respect and foster goodwill in my community
- Dispose of my garbage in the proper manner and keep my property free of garbage
- Maintain my property, remove weeds, cut high grass, and shovel my sidewalk in the winter
- Read, understand, and agree to the policies and requirements as described in the Code of Student Conduct and Hoya Living Guide provided by the Office of Neighborhood Life

Date

Signature

OFF CAMPUS ORIENTATION



Completing Orientation

- Grab a copy of the Hoya Living Guide ☒
- Attendance at Hoya Living Orientation ☐
- Signed Community Agreement ☐
- Local Address Updated in MyAccess ☐

Hoya Living Orientation

Every fall, the Office of Neighborhood Life offers an orientation for students living off campus. All undergraduate students living off campus are **required** to attend one of the orientation sessions. **Students who fail to attend an orientation session will be ineligible to register for classes for the next semester** and referred to the Office of Student Conduct.

Orientation sessions include information students need to live safely and responsibly in the community, including:

- safety in the local neighborhoods
- DC laws and University expectations on noise, alcohol, and trash
- becoming an active member of the community
- building positive relationships with neighbors and keeping a safe and secure dwelling

Local Address Information

It is university policy that all undergraduate students who live off campus must provide their current local address, emergency contact information, and local telephone number at myaccess.georgetown.edu. Students who do not provide this information are not eligible to register for classes the following semester, and will be referred to the Office of Student Conduct.

YOUR LEASE



You Signed

Now that you have signed your lease, you and your landlord have made a lot of agreements that each of you must uphold. Read your lease again, make notes about any questions, and be sure to clarify with your landlord. The landlord agrees to provide a clean, sanitary, and vacant apartment/home and to make repairs required by the D.C. Housing Code. You agree to pay the rent, keep your apartment/house clean and undamaged, and follow the rules and regulations of your lease.

Should problems arise while you are living in your home/apartment, read the lease to determine how to address it. Contact your landlord/management company if you have any concerns about your home/apartment.

Security Deposit

A security deposit is an amount of money paid by a tenant to a landlord to provide protection to a landlord in case a tenant fails to meet the obligations in a lease or rental of a property.

Protecting Your Money While Renting

Inspect the apartment/house with your landlord or another witness before you move all of your belongings in. Make a list of all damages like cracks or holes in walls and floors, water damage, appliances not working properly, etc. Make sure you sign and date the list, and ask your landlord to do the same. Taking photographs during your walk through is increasingly important. This will prevent the landlord from charging you for damages that you did not create.

You can find a sample walk-through form at: studentliving.georgetown.edu/off-campus/moving.

Protecting Your Money When You Move Out

Under D.C. Law, the landlord can inspect your apartment from three days before to three days after you move out. If you have caused any damage more than "normal wear and tear" the landlord may keep all or a portion of your security deposit. A Notice of Inspection should be sent to you at least 10 days prior to the inspection. If possible, try to be present for your inspection. If you are unable to be there for the inspection, take pictures of the entire property after you have removed all of your belongings. Save these pictures on your computer, to confirm any damages after the landlord completes the final inspection.

How much can a landlord charge for a security deposit?

According to DC Law, the amount of the security deposit cannot exceed the amount of the tenant's first full month's rent.

What responsibilities does the landlord have to save my deposit?

According to DC law, all security deposits must be deposited by the landlord in an interest bearing escrow account established and held in trust in a financial institution in the District of Columbia.

What can a landlord use a security deposit for?

According to DC law, a landlord can use a security deposit to cover repair expenses for damage(s) to the property caused by the tenant or their guests. A landlord cannot use the security deposit to pay for damage caused by normal wear and tear.

After I move out, how much time does my landlord have to return the deposit?

According to DC law, your landlord has 45 days to either return the deposit or notify you by certified mail that he/she plans to withhold some or all of the deposit to cover expenses for repairing damage caused to the property.

How do I recover my deposit if my landlord improperly withholds it?

According to DC law, you must first submit a demand letter by certified mail to your landlord requesting the return of your security deposit. If the landlord continues to improperly withhold your security deposit, you may have to bring legal action against the landlord. Contact the Office of Neighborhood Life or the Office of the Tenant Advocate for assistance.

Office of the Tenant Advocate (OTA)

The mission the Office of the Tenant Advocate is to provide technical advice and other legal services to tenants regarding disputes with landlords, to educate and inform the tenant community about tenant rights and rental housing matters. OTA provides free legal advice to our students, and makes it a lot easier to deal with the stresses that may come with renting in DC.

Address: 2000 14th Street, NW, Suite 300

Contact Phone: (202) 719-6560

Office Hours: M-F 8:45-4:45pm

Legal Clinics with Law Students In Court (LSIC)

ONL partners with LSIC to bring lawyers to our office on Main Campus once a month for free. These recently barred attorneys come to assist students with landlord/tenant issues. No appointment is necessary. For more information on when LSIC will be available visit neighborhood.georgetown.edu or contact ONL.



LIVING IN YOUR HOME



Move-In/Move-Out Drives

The Office of Neighborhood Life, in conjunction with the Office of Planning and Facilities Management, works to ensure that moving in and out of the neighborhood is a little less strenuous for you. Emails are sent out to both student and non-students in advance on how to participate.

Move-In Drive

The Move-In drive allows students to discard of the bulk items that normally come from moving in to a new house/apartment. This includes bulk items such as, mattresses, fridges, excess boxes. The Office of Neighborhood Life will send out an email to off-campus students to around mid to late August. Students will be able to sign up online to have items picked up from late August to mid September.

Move-Out Drive

Signing up for the Move-Out Drive will begin around mid-April. Bulk items like, mattresses, fridges, large furniture, can be scheduled to be picked up online. Donations will also be accepted for pick up. All pickups will be available throughout the month of May. Any one wanting to participate can always drop of any bulk items or donation at the Office of Neighbor Life (1300 36th St. NW).



Returning Keys

Return your keys in person. If you are unable to return your keys in person, send them certified mail, return receipt requested and insure it. A landlord can continue to charge you rent 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.

Your Responsibilities as a Tenant

Move-In Checklist

- ☐ Complete a walk-through form. A sample walk-through form is available at studentliving.georgetown.edu/off-campus/moving/. If available walk through with your landlord
- ☐ Take pictures of every room in your new home from multiple angles, especially if there are any damages. Timestamp pictures whenever possible
- ☐ Complete a Fire Safety Checklist (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 27)
- ☐ Check that your mail is being forwarded to your new address (www.usps.com)

Move-Out Checklist

- ☐ 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 when your rent is due (eg: June 1st vs. June 15th)
- ☐ Complete another walk-through form at studentliving.georgetown.edu/off-campus/moving/
- ☐ Take pictures along with the walk through form to show the condition of the unit. Timestamp pictures whenever possible
- ☐ Check that your mail is being forwarded to your new address (www.usps.com)
- ☐ Put your Move Out notice in writing. Make sure it includes the following:
 - Current Date
 - Your Name
 - Your Current Address
 - Your Current Phone Number
 - Date You Intend to Move Out
 - Date You will Return Keys
 - Your Future Phone Number
 - Your Future Address
- ☐ Request a walk-through with your landlord to see what needs to be fixed/cleaned
- ☐ If your landlord is unable to do a walkthrough, request in writing a list of what is required of you before you move out

Department of Consumer and Regulatory Affairs (DCRA)

DCRA is the DC government agency that protects the health, safety and quality of life of the residents of the District of Columbia. They complete this task by ensuring that houses and buildings are in compliance with DC Housing Code. If your house has any of the following problems you can contact DCRA for a Housing Code Inspection:

- Exterior Doors not locking/securing properly
- HVAC Issues
- Fire Safety Issues

Address: 1100 4th St., SW

Email: dcra@dc.gov

Phone:
(202) 442-4400

Office Hours:
MTWF – 8:30-4:30pm
Th 9:30-4:30pm

*Contact ONL and let us know if you have issues with your home and have contacted DCRA.

Department of Health (DOH)

The Department of Health is the government agency concerned with the health and safety of all DC residents. As such, the DOH conducts inspections of houses regarding **air quality, mold, and vermin infestation**. Please contact the DOH using the information below if you would like your home to be inspected for any of the bolded issues above.

Address: 899 North Capitol St., NE

Email: doh@dc.gov

Phone:
(202) 442-5955

Office Hours:
M-F 8:15-4:45pm

Home Inspections

Through the Georgetown Community Partnership (GCP), Georgetown University is partnering with the Department of Consumer and Regulatory Affairs (DCRA) to help students schedule home safety inspections. DCRA enforces building codes and regulations on property owners. The university is concerned about the health and safety of students living in the neighborhood. There could be issues or housing violations in your rental property that pose serious threats to your health and safety, so we encourage every tenant to make sure their home has a Basic Business License (BBL) and has been recently inspected.

What is a Basic Business License (BBL)?

A BBL is a license that is required to put a property up for rent in the District of Columbia.

A unit with a BBL has undergone a home safety inspection with DCRA. Visit pivs.dcra.gov

to check and see if your rental property currently has an active BBL.

- Type in your address
- Scroll down, and click "BBL" on the left side of the page.

Property owners must apply for and obtain a BBL to legally rent any property in the District of Columbia.

What is the purpose of the inspection?

To obtain a BBL, properties must pass a safety inspection conducted by DCRA.

Inspections ensure that the rental property meets minimum building codes and has basic life safety requirements, such as egress, proper electrical systems, smoke/carbon monoxide detectors, and more.

Does my landlord need to give consent for an inspection?

Your landlord does not need to give you permission to schedule an inspection and they are not required to be present during one. However, at least one tenant of the rental property must be present during the inspection and all rooms will need to be accessed by DCRA.

What if none of my roommates will be home during an inspection?

If you or your roommates cannot be there, or feel uncomfortable for any reason, a representative from the Georgetown Student Tenant Association (GSTA) can represent you during the inspection. You will need to sign a waiver allowing the GSTA the right to be present.

How long does it take to complete an inspection?

Inspections generally take between 15 minutes and one hour to complete, depending on the size of the property and the number of violations, if any. You can speed up the inspection process by making a list of concerns to direct the inspector's attention. If your rental property does not have a BBL you can contact the Office of Neighborhood Life at **202-687-5138** or call the Department of Consumer and Regulatory Affairs Inspection Unit directly at **202-442-9557**. You may also request an inspection if you are concerned about the condition of a room or the property. Inspections through DCRA are tenant driven. Since you are living in the rental property, make the request whenever something seems unsafe.

Fire Safety & Carbon Monoxide

Do not sign a lease for any apartment or house without checking the following:

- The property has an active Basic Business License (Contact DCRA at 202-442-4400 or go to the DCRA website to schedule a complete inspection of the rental property).
- There are 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.
- No bedrooms are in the same room as a furnace or an oil meter.

Fire Safety Checklist

- ☐ Test your smoke detectors once a month to make sure they work.
- ☐ Change the batteries in your smoke detectors every six months, and make sure they are never disconnected.
- ☐ The detector should have a distinct warning signal that you can hear whether you're awake or asleep.

Carbon Monoxide Detectors: If your carbon monoxide detector goes off, any time of the day or night, please call **703-750-1000** for **Emergency Carbon Monoxide Services** (for Washington Gas Customer Services only).

If you are not a Washington Gas customer, contact your gas company about similar services.

Contact your landlord if you are not sure who your gas company is.

The Office of Neighborhood Life through the Friends of Rigby Foundation has fire extinguishers and smoke/carbon monoxide detectors for student properties wanting additional fire safety equipment at no cost.



Evacuation Plan

Make an evacuation plan and an alternate evacuation plan in event of a 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 you can make sure everyone has made it out safely.

Other Basic Fire Precautions

- Do not use extension cords whenever possible. When you have to use them, make sure they and all other wires never 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, and 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.

THE FOUR MOST COMMON FACTORS IN UNIVERSITY OFF-CAMPUS FIRES



Credit: Friends of Rigby



Home Safety Tips

- Lock the doors in your house at all times, even when you are home.
- Landlords are required to provide effective locks for residences. Contact your landlord immediately if you have any concerns about security at your house.
- Keep your windows locked at all times.
- Leave an exterior light on at night.
- Keep your valuables out of sight at all times to discourage theft.
- 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 you purchase a lock for your laptop and keep it locked as often as possible.
- Register your bicycle with the Georgetown University Police Department (GUPD). Buy a quality lock for your bike to protect against theft.

Roommate Agreements

You may be moving into a housing situation with one or more roommates. Chances are your personalities may occasionally misalign. If it cannot be resolved easily get help from professors, counseling personnel, chaplains, or your Community Director at the Office of Neighborhood Life.

Counseling and Psychiatric Services (CAPS)
(202) 687-6985 - Monday - Friday 9am-5pm
(202) 444-PAGE (7243) - After hours and weekends

Office of Residential Ministry
(202) 687-4300 - Monday - Friday 9am-5pm
campusministry@georgetown.edu

Office of Neighborhood Life Community Directors
(202) 687-1320 Monday - Friday 9am-5pm
neighborhoodlife@georgetown.edu

Renter's Insurance

The Office of Neighborhood Life recommends that all students renting property purchase some form of renter's insurance. Renter's insurance can protect your personal property in the event of theft or damage. Some things to 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, personal electronics, 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 on-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 for this coverage.
- One source of renters insurance is **National Student Services, Inc. (www.nssi.com)** which offers student property insurance at discounted rates.

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 goes down.



ROOMR

Roomr is managed and run through The Corp and GSTA. Roomr allows you to search for landlords, browse properties, favorite the properties you like, and check out a listing for subletting opportunities. Visit roomr.thecorp.org to leave information about your student rental. Contact The Corp through www.thecorp.org or contact GSTA through www.gs-ta.org with any questions.

In 2014, the Students of Georgetown, Inc. ("The Corp"), a student-run 501(c)(3) tax exempt non-profit organization, launched an online platform, Roomr.thecorp.org ("Roomr"), in collaboration with the Georgetown Student Tenant Association (GSTA), for students to review and evaluate the properties they live in and their landlords. Georgetown University does not endorse, support, recommend, verify, monitor, review, approve, or otherwise take any responsibility for any reviews, property listings, assertions, ratings, or other information posted on, or obtained in connection with, Roomr.



LIVING IN THE COMMUNITY

Responsibility to your New Neighborhood

One of the most important aspects of living off campus is understanding that you are now a part of a residential community. There are new expectations and responsibilities that come with living in neighborhoods like West Georgetown, Burleith, Foxhall, and the Cloisters. Noise, trash, and unsafe living conditions affect the people who live in and visit the neighborhood.

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 resident, and with local laws and resources that will assist you in living off campus. In addition, your personal safety in the neighborhood 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 other residents in their neighborhood. Positive living experiences start 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.

Good Neighbor Tips

- **Open lines of communication.** Meet your neighbors as soon as you move into your house. Listen to their experiences with former neighbors and commit to keeping communication open during the year. If there is a problem in the future, it's easier to discuss it with someone you already know.
- **Maintain your property.** Maintaining your yard, tree boxes, weeds, trash, and snow removal is common among all who live in these neighborhoods. Keeping up with this task will show your neighbors that you care about the neighborhood.
- **Be Considerate.** Generating noise that can be heard from the property line and disturbs others is harmful to both students and non-students. Excessive noise is also a violation of D.C. law and the Code of Student Conduct.
- **Community Safety.** If you observe any suspicious activity in your neighborhood, report it to 911. Helping keep these communities safe is a benefit to both students and non-students.
- **Neighborhood Rules.** What are the rules for the proper disposal of trash? (see page 20). What are the expectations about cleaning sidewalks of snow and ice? (see page 23). Knowing the basic rules of the community goes a long way toward building a positive relationship.

BRIDGE

BRIDGE is an organization that invites Georgetown students living in the neighborhood to be a part of a conversation with the folks they live around. ONL will cater dinners as residents open up their homes in the hopes of meeting and engaging with you around issues pertaining to 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. Use the following tools to help keep you safe while on the Hilltop.

- Make sure you are signed up for **HOYAlerts** to keep up with things happening on campus.
- For more information on the University's emergency response and operating status, visit preparedness.georgetown.edu.

Street Safety

- Avoid walking alone at night. Walk with friends or take a neighborhood shuttle whenever you can (see page 27).
- Don't jog or run at night.
- Avoid taking shortcuts through dark alleys or unknown streets.
- Don't carry valuable items when walking alone (money, laptops, credit cards).
- If you are being harassed, try to attract attention to yourself and head towards any well-lit buildings/locations where people are present.
- Always carry personal identification (GOCard, State Issued ID, etc.).
- Stay alert and be aware of your surroundings. Talking on a cell phone or listening to music can make you less alert and an easier target for criminals.
- Trust your instincts. If something or someone makes you uneasy, avoid the person or leave the area.
- SafeRides provides free point-to-point rides from 8pm to 2am Sunday through Wednesday and 8pm to 3am Thursday through Saturday in the Georgetown, Burleith and Foxhall areas.

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 all doors and windows. The majority of burglaries occur at homes with an unlocked door or window.
- Never allow strangers to come in to your home. Check the identification of sales and service people before letting them inside.
- 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.
- Share information about unsafe neighborhood conditions with your neighbors and the Office of Neighborhood Life.

Numbers to Know

Student Neighborhood Assistance Program (SNAP): (202) 687-8413

MPD: 911

SafeRides: (202) 784-RIDE (7433)

GERMS: (202) 687-4357

GUPD: (202) 687-4343

Office of Neighborhood Life: (202) 687-5138

NOISE & ALCOHOL

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.
- Visit studentconduct.georgetown.edu/code-of-student-conduct for more information.

Georgetown University Policy on Noise

The University's noise policy off campus is not time restrictive. If the noise or disturbance is occurring in the day and could be found objectionable, the university can take action by asking guests to leave and documenting the situation. The Georgetown University policy on noise off campus states:

Excessive sound, which infringes upon the community's right to reasonable peace and quiet is prohibited at all times. For off-campus incidents, if sound can be heard beyond a property line, it is probably too noisy and disturbing to the community, depending on the time and the nature of the activity generating the sound. Excessive noise off-campus is automatically considered 'Disorderly Conduct.'

D.C. Law on Noise

Social events at your home or activity on the street with excessive noise 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 10:00pm and 7:00am 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 can also issue a 61D for violations of the noise at night law in lieu of arrest. The 61D is a ticket, but also constitutes an official arrest.

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. 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.

Student Conduct Noise Sanctioning Guide

Any off-campus "Noise" violation automatically increases to "Disorderly Conduct."

Off-Campus Noise

Violation	Disorderly Conduct: Actions that disturb others and/or interfere with or could result in harm to others or the university community. For off-campus incidents, if sound can be heard beyond a property line, it is probably too noisy and could be disturbing to the community, depending on the time and the nature of the activity generating the sound.
1 st Violation	5 Work Sanction Hours and/or an Educational Project 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 ⁶
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 ⁴ Likely Relocation onto campus (in lieu of Suspension) ³
4 th Violation	Likely suspension

On Campus Noise

Violation	Noise: Excessive sound which infringes upon the community's right to reasonable peace and quiet is prohibited at all times.
1 st Violation	5 Work Sanction Hours per student and/or Educational Project
2 nd Violation	5 Work Sanction Hours per student \$25 Fine per student Educational Project
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 Apartment Living Suspension

¹ **Property Party Restriction** - Loss of the privilege for any social gatherings to be hosted in a student's off-campus residence. Party restriction applies to the entire residence and all members residing at the property must abide by the party restriction sanction. Off-campus Property Party Restriction is not held in abeyance during appeals.

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 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 **Home Beyond the Hilltop** - A sanction-reducing and educational workshop for off-campus students who are found responsible for Disorderly Conduct as it relates to off-campus noise. Student participation in the workshop will be entirely voluntary and, on a one-time basis, could reduce the severity of sanctions and/or the length of time for which Disciplinary Probation 1 is imposed. Additionally, student participation in the workshop could, on a one-time basis, change the name of the initial conduct violation from "Disorderly Conduct" to "Noise."

For complete and updated policies related to the student conduct process, please visit: <http://studentconduct.georgetown.edu/>

NOISE SANCTION CHART

STUDENT NEIGHBORHOOD ASSISTANCE PROGRAM (SNAP)

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 the quality of life in the community.

When does SNAP operate?

SNAP operates from 10pm to 3am on Thursday nights, and 5pm to 3am on Friday and Saturday nights during the academic year. During the summer months, SNAP operates from 10pm to 3am on Friday and Saturday nights.

What does SNAP do?

SNAP proactively identifies situations that may raise concerns about excessive noise or safety, and also responds to calls to the Georgetown University Helpline. SNAP addresses and documents every issue and forwards it to the Office of Neighborhood Life and the Office of Student Conduct for follow-up.

How can I contact SNAP?

You can contact SNAP 24/7 by calling the University Helpline at (202) 687-8413. On nights when SNAP is not operating the University Helpline is answered by the Georgetown University Police Department.

Who may contact SNAP?

SNAP is a service for all students and neighbors residing in the West Georgetown, Burleith, the Cloisters and Foxhall communities.

What happens if SNAP stops at my house?

If SNAP stops at your house, be polite and cooperative with the SNAP representative(s) and heed their advice or instructions. The SNAP representative(s) will address the issue 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.



TRASH & RECYCLING

West Georgetown

Trash: Tuesdays & Fridays

Recycling: Fridays

- **Trash Cans** should not be visible from the street on any days other than trash days.
- Trash is allowed to be out for pick up at 6:30pm on the Monday and Thursday preceding trash day.
- Trash should be in plastic bags, tied tightly, and placed in plastic or metal cans with tight-fitting lids.
- Put items for recycling in a **Recycle Bin** out for Friday morning pick up only. Overflow items may be placed neatly next to the recycling bin.
- Retrieve your **Trash Cans** and **Recycle Bin** before 8:00pm on the day of pickup.
- Limit the number of cans to two **Trash Cans** and one **Recycle Bin**. If you have cans overflowing contact the Office of Neighborhood Life to request a trash pickup.

Burleith & Foxhall

Trash & Recycling: Thursdays

- **Trash Cans** and **Recycle Bins** out for pickup after 6:30pm on Wednesdays
- All trash should be in plastic bags, tied tightly, and placed 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 **8:00pm** the day of pickup. These items have a tendency to clog the alleys making it difficult to drive through them.

The Cloisters

Trash: Tuesdays & Fridays

Recycling: Tuesdays

- Trash is collected through the private hauling company **Tenleytown Trash**. If you are having issues with trash removal please contact them directly at **(202) 364-9694**.
- Trash is allowed to be out for pick up at 6:30pm on the Monday and Thursday preceding trash day.
- Put items for recycling in a **Recycle Bin** out for Tuesday morning pick up only.

All Neighborhoods

Avoid the following:

- Do not put any plastic garbage bags on the ground or collect them in your yard.
- Do not overstuff trash cans; lids must be securely shut at all times.
- Do not put recycling items in plastic bags.
- Do not wait for all of your trash cans and recycling bins to be full before taking them out.

Holiday Pickup Schedule

If a holiday occurs during any week throughout the year, all trash days will "slide" to the following day. For example, if there is a holiday on a Thursday then your normal Friday pickup will happen on Saturday.

Bulk Trash

- To have bulk trash removed, call DPW at 311 or submit a request online at 311.dc.gov.
- Bulk trash are large items like furniture, appliances, and other household items that cannot be picked up by DPW on a normal trash run.
- Bulk trash is not a large quantity of bagged trash or loose items.
- See page 9 for Bulk Trash Pickup during move in/move out.

Trash Violations and Sanctions

As a service to students and non-students in the community, university officials regularly patrol the neighborhoods to ensure that student and non-student residents are in compliance with the city's regulations. If the trash situation at a student residence is unsatisfactory all residents of the house may be responsible for a Code of Student Conduct Trash Disposal violation. Refer to page 24 for more information on sanctioning. This information is subject to change. Please visit <http://studentconduct.georgetown.edu> for up-to-date and complete information about the student conduct process. D.C.'s Department of Public Works also issues fines for trash citations. You may be responsible if your landlord requests reimbursement for the fines paid to the city.

Donating Items

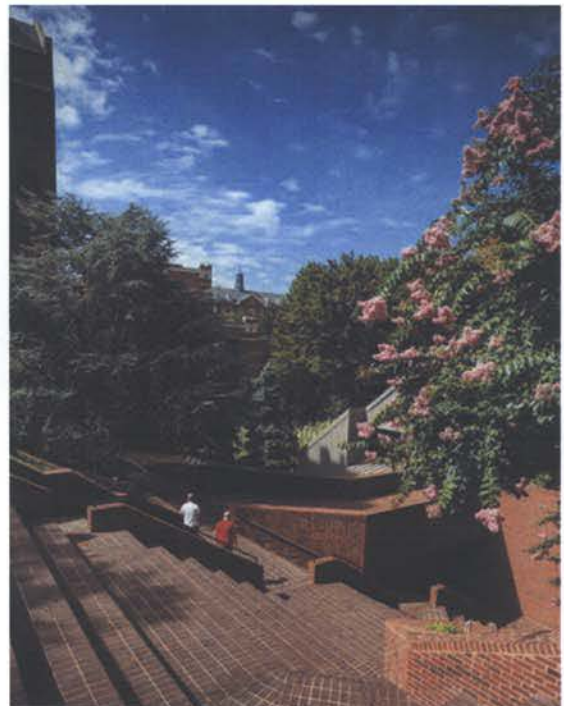
Contact the Office of Neighborhood Life if you have any household items that could be donated to people in need, especially if you are thinking of throwing away large items that are still in good condition.

Email: neighborhoodlife@georgetown.edu

Phone: (202) 687-5138

KEYS for the Homeless

KEYS is a non-profit organization that partners with over 65 non-profit organizations who provide homeless services in the greater Washington DC area. They also provide direct support for men, women, and children who are in need. The Office of Neighborhood Life coordinates all donations through KEYS to ensure that donations are being put to good use. You may schedule a direct donation to KEYS using www.keysforthehomeless.org or by calling (703) 973-KEYS (5397).





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 law 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.

Weeds and Grass: Georgetown University Policy

Be 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 Student Conduct has an Outdoor Property Maintenance Policy which states:

Students who live off campus in the District are expected to properly maintain their property's yard, walkway, and surrounding sidewalk and comply with city regulations regarding property maintenance. Violations of this policy may include allowing grass and weeds on or around your property to grow more than 10 inches in height. Any violation of these rules may result in a Code of Student Conduct charge, with fines and sanction hours being imposed. Refer to page 24 for more information.

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

This information is subject to change. Please visit <http://studentconduct.georgetown.edu> for up-to-date and complete information about the student conduct system.

Borrowing Equipment

The Office of Neighborhood Life realizes students do not come to Georgetown with any outdoor maintenance equipment.

With that in mind, our office purchases tools and other accessories to help students comply with District and University Regulations in regards to property maintenance.

We currently have a weed-whacker, hedge clipper, tree pruner, push mower, weed spray, gloves, ice melt, snow shovels, and more.

If you need something to maintain your property and we don't have it, let us know and we'll consider purchasing it.

Please stop by ONL with your GOCard to check-out any items you may need.



Winter Houses

The Office of Neighborhood Life will designate several "Winter Houses" in Burleith, West Georgetown, and Foxhall to help students clear any walkways adjacent to their properties.

Each Winter House will be supplied with ice melt for pre-treatment and snow shovels that students may borrow and quickly return.

Before and during any snow and/or ice event, the Community Directors will remind students about the location of the Winter Houses and their responsibilities.

We encourage everyone to help out his or her neighbors by applying ice melt or helping them clear their portion of the sidewalk!



Snow and Ice: District Law

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

The reason for this regulation is to ensure the safety of students, neighbors, and visitors of the Georgetown community.

Snow and Ice: Georgetown University 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 Code of Student Conduct has an Outdoor Maintenance policy which states:

Students who live off campus in the District of Columbia are expected to properly maintain their property's yard, walkway, and surrounding sidewalk and comply with city regulations regarding property maintenance. Violations of this policy may include failing to clear snow and/or ice from the sidewalks, handicap ramps, and steps around your property within the first eight (8) daylight hours after snow, sleet, or ice stops falling. Any violation of these rules may result in a Code of Student Conduct charge, with fines and sanction hours being imposed. Refer to page 24 for more information.

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

This information is subject to change. Please visit <http://studentconduct.georgetown.edu> for up-to-date and complete information about the student conduct system.

Check Your Lease

Who is responsible for ensuring that your property is in compliance with the D.C. outdoor maintenance 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, weeding, shoveling, and de-icing, or you will need to hire a maintenance service. If the responsibility remains with your landlord, talk to him/her about this to find out how these tasks will be completed. If the work is not being completed, let your landlord know so you are not cited for violating District regulations.

MAINTENANCE SANCTION CHART

Student Conduct Trash & Property Maintenance Sanctioning Guide

Off-Campus Trash Disposal

Students are responsible for the proper disposal and containment of trash in and around their residence. Off-campus residents are expected to comply with the Code of Student Conduct and city regulations regarding trash and recycling. Violations of this policy may include, but are not limited to:

- Failing to ensure trash, litter, or trash bags are placed in appropriate trash receptacle(s);
- Bulk trash items in front or around the property without a scheduled pickup appointment;
- Trash containers in front or around the property that do not have lids and/or that have lids which are not securely shut;
- Leaving trash receptacle(s) on public display in excess of the allotted time frame for pick-up;
 - Students must notify the Office of Neighborhood Life (202.687.5138; neighborhoodlife@georgetown.edu) within 24 hours to report any trash receptacle(s)/bulk trash left in front of their residence that does not belong to their household;
- Failing to mark your trash receptacle(s) clearly with your address;
- Accumulation of trash in rooms, apartment, front and/or backyard that could pose a health risk; and/or
- Failing to follow District of Columbia regulations concerning trash and property maintenance.

1 st Violation	Work Sanction Hours: 10/residence
2 nd Violation	Fine: \$200/residence Work Sanction Hours: 20/residence
3 rd Violation	Fine: \$300/residence Work Sanction Hours: 30/residence
4 th Violation	Fine: \$400/residence Work Sanction Hours: 40/residence

Off-Campus Property Maintenance

Students who live off-campus in the District of Columbia are expected to properly maintain their property's yard, walkway, and surrounding sidewalk and comply with city regulations regarding property maintenance. Violations of this policy may include, but are not limited to:

- Allowing grass and weeds on or around your property to grow more than 10 inches in height;
- Failing to clear snow and/or ice from the sidewalks, handicap ramps, and steps around your property within the first eight (8) daylight hours after snow, sleet, or ice stops falling.

1 st Violation	Work Sanction Hours: 5/residence
2 nd Violation	Fine: \$100/residence Work Sanction Hours: 10/residence
3 rd Violation	Fine: \$200/residence Work Sanction Hours: 20/residence
4 th Violation	Fine: \$300/residence Work Sanction Hours: 30/residence

Subsequent violations may result in more significant sanctions including, but not limited to: Disciplinary Probation I, Disciplinary Probation II, and Relocation onto Campus.

For complete and updated policies related to the student conduct process, please visit: <http://studentconduct.georgetown.edu/>

THIS, NOT THAT



TRASH DAY
DISPOSAL



RECYCLING DAY
DISPOSAL



BURLEITH
ALLEY
TRASH CANS





WEEDS

SNOW

TREE
BOXES



TRANSPORTATION & PARKING



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 vehicles to campus or parking a vehicle on the street in West Georgetown, Burleith, and/or Foxhall Village. Violations of this policy are part of the Code of Student Conduct.

Transportation Options

Georgetown is well served by a number of transportation modes and there are many options available for students to travel around the city. Visit transportation.georgetown.edu for more information.

1. Georgetown University Transportation Shuttles (GUTS)

- The University provides free shuttle service to Dupont Circle, Wisconsin Avenue, Rosslyn, Arlington, the Georgetown University Law Center, and Capitol Hill.
- **Late night shuttles are available through West Georgetown and Burleith as well as Adams Morgan, Dupont Circle and M Street on the weekends.**
- Visit transportation.georgetown.edu for more information or use the NextGUTS feature on the Georgetown Mobile app to track the shuttles in real time.

2. Metrorail

Georgetown University is located between three Metro stations: Rosslyn (Blue/Orange/Silver Lines), Foggy Bottom (Blue/Orange/Silver Lines), and Dupont Circle (Red Line). These stations are accessible by walking, biking, using GUTS or taking Metrobus.

WEST GEORGETOWN

THURSDAY, FRIDAY & SATURDAY | 10PM-3AM



DUPONT & ADAMS MORGAN

FRIDAY & SATURDAY | 10PM-3AM



LATE NIGHT SHUTTLE ROUTES

BURLEITH

THURSDAY, FRIDAY & SATURDAY | 10PM-3AM



3. Metrobus and Circulator

Several bus lines serve the greater Georgetown neighborhood and connect to Metro stations and neighborhoods across DC, including the G2, D2, D6, 38B and the Circulator. For more information about Metrobus visit transportation.georgetown.edu/public-transportation.

4. Bicycling

Georgetown is a certified Bike Friendly University and there are over 1,000 bicycle parking spots on campus. There is also a Capital Bikeshare station just outside the front gates with 22 docks and several other Bikeshare stations around Georgetown. Learn more at transportation.georgetown.edu/bicycling.

5. Carsharing

- The University has 8 ZipCars available for student use on campus and additional cars are available at 33rd & Wisconsin, Wisconsin & O St., and behind 3237 N St. ZipCar provides a discounted rate for Georgetown students.
- The University has 2 Car2Go parking spaces available in front of the Hoya Federal Credit Union. Members of the Georgetown community are eligible for a free membership and 30 minutes of free driving through Car2Go. To register visit washingtondc.car2go.com and use promo code GTown0030.

6. SafeRides

SafeRides provides free point-to-point rides from 8pm to 2am Sunday through Wednesday and 8pm to 3am Thursday through Saturday in the Georgetown, Burleith and Foxhall areas. Visit police.georgetown.edu/programs/saferides/ for more information.

M STREET

THURSDAY, FRIDAY & SATURDAY | 10PM-3AM



COMMUNITY RESOURCES



311, the City Services Hotline

311.dc.gov | 311 | @311DCgov

- Dial 311, 24 hours a day, 365 days a year to request trash removal, report a missed trash pickup, request a bulk trash pickup, request a pothole repair, and make other service requests.

Department of Consumer and Regulatory Affairs (DCRA)

dcra.dc.gov | 202.442.4400 | @DCRA

- DCRA conducts inspections to ensure houses comply with safety codes and provides consumer education and advocacy services. DCRA also issues Basic Business Licenses (BBLs) to owners of rental properties.

Office of the Tenant Advocate (OTA)

ota.dc.gov | 202-719-6560 | @OTAinDC

- OTA helps tenants understand the complexities of their lease agreements. OTA educates and advocates for tenants in DC.

Department of Public Works (DPW)

dpw.dc.gov | 202-673-6833 | @DCDPW

- DPW provides waste management and parking enforcement to keep streets and public spaces clean, safe, and accessible.
- Solid Waste Education and Enforcement Program (SWEEP)
SWEEP enforces all sanitation regulations for the District. SWEEP inspectors work with residents and businesses to keep the District clean and also supports neighborhood cleanups through the Helping Hand program.

Metropolitan Police (MPD)

mpdc.dc.gov | Emergency: 911 | Non-emergency: 311 | @DCPoliceDept

Citizens Association of Georgetown (CAG) | cagtown.org

The Citizens Association of Georgetown (CAG) preserves the historic character, quality of life and aesthetic values of Georgetown and protects the interests of neighborhood residents and homeowners. CAG runs a number of community programs, including a Block Captain program, Trees for Georgetown, Concerts in the Park, and an Oral History Project. CAG also publishes a monthly newsletter and maintains an email listserv. CAG monitors and advocates for issues regarding traffic, parking, trash, rat abatement, and public space issues. Students are welcome to attend our monthly meetings and learn more about the community we share.

Burleith Citizens Association (BCA) | burleith.org

The Burleith Citizens Association (BCA), is a volunteer organization representing all residents and property owners in Burleith and is dedicated to promoting our community's quality of life. The BCA publishes the Burleith Bell, a quarterly newsletter, and maintains an email listserv. We hold an annual community meeting and convene special meetings on matters affecting our neighborhood. The BCA also sponsors numerous community events throughout the year to give residents a chance to meet and renew acquaintances with neighbors, GU colleagues, students, and local officials, including a winter holiday party, a summer picnic, a family friendly Halloween event, and neighborhood clean ups. We invite students to participate in these events, join the BCA, and help us enhance Burleith's quality of life.

Foxhall Community Citizens Association (FCCA) | foxhallcommunity.org

The Foxhall Community Citizens Association (FCCA) is a volunteer organization for the neighborhoods west of the Georgetown University campus and Glover Archibald Park. The FCCA promotes the general interest of residents and homeowners and organizes annual community events including a family friendly neighborhood party, a community yard sale, a Halloween costume parade, a holiday outdoor decoration contest and an annual clean-up of Hardy Park. The FCCA publishes a newsletter six times a year and maintains an email listserv. We hold monthly membership meetings at the Hardy Recreation Center with guest speakers on topics of interest to FCCA members.

Cloisters West Homeowners Association (CWHOA) | cloisterswest.org

The Cloisters West community is incorporated as a homeowners association that oversees the tree-lined community located in the northwest corner of historic Georgetown. The CWHOA is comprised of a five member governing board who are elected from the homeowners. The CWHOA seeks to protect the interests of residents and homeowners and governs by adherence to the standards embodied in their Covenants. CWHOA holds monthly board meetings and is responsible for maintaining and enhancing common areas while also assuring the quality, attractiveness, and investment values of the entire community.

OFFICE OF NEIGHBORHOOD LIFE

1300 36th Street, NW

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E-mail: neighborhoodlife@georgetown.edu

Website: neighborhood.georgetown.edu



GUNeighborhoodLife



@GUNeighborhood



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