

Haverford College

Motor Vehicle

Regulations

&

Parking Information

Booklet

Please pay particular attention to these parking areas:

Haverford College community members can now access their parking record at Campus Safety's [Parking Administrator](#) site, by logging in using their Haverford single sign in user name and password, where they can apply for a permit, pay or appeal a citation. Visitors can access the [site](#) by logging on with a license plate or citation number.

South Lot is reserved for Haverford College permit parking only

Monday – Friday 8:00 am – 5 pm., except for the designated aisle reserved for visitors of the Haverford College Office of Admission.

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

Haverford installed several car-charging stations throughout campus, these spaces are utilized only when the vehicle is being recharged.

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

Dining Center Circle: The area must be kept clear for delivery vehicles.

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

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

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

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

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

OFF CAMPUS, NEIGHBORHOOD STREETS: Students, faculty, and staff are expected to park on campus, not on adjacent local streets. This includes Ardmore Avenue, Walnut Lane, Oakley

Road, and Panmure Road. We need to maintain good relations and cooperate with our neighbors in the community. Please be respectful.

PLEASE NOTE THESE ISSUES ABOUT PARKING

1. **Hannum Drive** is a private campus road, maintained by the College, open only from Ardmore Avenue. Parking enforcement on Hannum Drive and in the HCA lots is the responsibility of Campus Safety. **Parking permits are required every day of the calendar year.**
2. **Swarthmore College students** can park in the Visitor parking lots only as visitors during regular business hours.
3. Haverford students may not park on the **public residential streets** surrounding the Bryn Mawr College campus. Campus Safety officers will ticket the vehicles and student accounts will be billed for the violations. (This is done to maintain good relations with BMC's neighbors).
4. Parking **regulations are enforced during break periods** when College employees are at work (e.g., Fall Break). Students may not park their cars in areas reserved for faculty and staff, such as Lloyd Lot, during normal business hours of such break periods.
5. **Vehicles that receive four violations in any academic year or those who drive in a manner that endangers others will have their parking permits revoked. Failure to remove a vehicle from the campus or College property within 24 hours of receipt of a revocation letter is cause to have the vehicle towed and stored at the owner's expense.**
6. Faculty and staff are not required to obtain a new parking decal for upcoming semester, **unless a new or replacement vehicle is being used**. New or additional vehicles need to be registered at the Campus Safety office. Vehicle registration will also be available on the [Campus Safety website](#).
7. Parking stickers may not be laminated or taped to the window of the vehicle – they must be permanently affixed.

IF YOU RECEIVE A PARKING CITATION:

Citation payment is located at Campus Safety's [Parking Administrator](#) site.

Students' unpaid tickets will be billed automatically to their account. By receiving a Parking Permit, a student authorizes Campus Safety to apply the fines to their student account.

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MOTOR VEHICLE REGULATIONS

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

ADMINISTRATION OF PARKING

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

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

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

THE PARKING PRIVILEGE

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

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

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

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

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

Vehicles must be operated in a prudent manner relative to conditions of the road or lot, weather, time of day, etc., while on College property. Responsibility for any liability resulting from the location or operation of a motor vehicle on College property rests with the operator or owner and not with

the College. The person who registers a vehicle is responsible for assuring that the vehicle, *regardless of who drives it*, is driven in accordance with these regulations.

APPLICATION FOR PARKING PERMIT

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

ISSUANCE OF PARKING PERMITS

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

DISPLAY OF PARKING PERMITS

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

NOTIFICATION OF CHANGE IN VEHICLE

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

CANCELLATION OF PARKING PERMIT

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

FACULTY AND STAFF PARKING

Parking for faculty and staff only is reserved from 8 am to 5 pm Monday through Friday in the following areas:

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

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

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

STUDENT PARKING

Student parking fees are **\$120.00** for the academic year, payable by credit card or charged to a student's account through the Parking Administrator program. Cash is not accepted. Parking fees are \$15.00 per week for temporary permits if no other vehicle has already been registered. A temporary permit for a vehicle is free if the fee for a first vehicle has already been paid. Parking fees will not be pro-rated until the beginning of second semester. **Resident first year students are not permitted to have a vehicle at the College.**

The College is willing to reduce the cost of the parking permit by encouraging on-campus sustainability. Specifically, the parking fee will be \$60.00 per year (or \$30.00 per semester) for any registered vehicle that is considered a [SmartWay](#) vehicle, pursuant to the U.S. EPA's guidelines. A SmartWay vehicle has lower emissions and higher MPG standards. The following [website](#) can help you determine whether your car qualifies:

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

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

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

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

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

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

If no legal reserved spaces are available, cars must be parked in Visitor Parking.

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

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

During the summer, summer residents of HCA are permitted to park on Hannum Drive and designated spaces in the small lot of Hannum Drive.

SPECIAL PARKING

There is special and accessible parking on Walton Road across from the Infirmary; at the south end of Stokes Hall; in the Lloyd Lot; the Visitor's lot, in the three spaces in the rear of the INSC, and on Hall Drive. These areas are clearly marked with posted signs, and are restricted 24 hours a day, 7 days a week. This parking is reserved for individuals who have demonstrated a particular short-term need, based on their access or functional needs.

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

Parking for prospective students and parents who are visiting the Admission Office is reserved on Coursey Road adjacent to the Whitehead Campus Center and a designated aisle in the South Parking Lot. This area is reserved weekdays from 8 am until 5 pm, and on Saturdays from 8 am until Noon. No faculty, staff, or students are permitted to park here during these hours, and towing will be strictly enforced.

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

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

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

VISITOR PARKING

Parking arrangements for guests and visitors to the campus are the responsibility of the College sponsor or host. Visitors must be directed to use the Visitor parking.

ENFORCEMENT

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

These regulations will be enforced 24 hours a day, except as previously noted.

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

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

All fines must be paid, either by check (payable to Haverford College); credit card by visiting the [Campus Safety website](#), students can pay by logging into their [Parking Administrator account](#). This may be done in person at the Campus Safety between 8:00- am and 6:00pm Monday - Friday, or by returning the parking ticket to Campus Safety by campus mail after checking off an appropriate box for billing purposes, or by sending a check along with the ticket to Campus Safety. Unpaid fines are automatically billed to students' accounts.

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

PARKING YOUR VEHICLE

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

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

DISABLED VEHICLES

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

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

SNOW

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

DRIVING ON FOUNDERS GREEN AREA

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

VIOLATIONS AND PENALTIES

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

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

APPEALS

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

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

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

TOWING POLICY

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

Before towing any registered vehicle, one attempt will be made by the Campus Safety Department to notify a registered owner by telephone. The notice of violation will be written

and affixed immediately. If the owner responds within five minutes and moves the vehicle, no tow will be requested and only the citation and fine will remain. If the owner cannot be contacted, or does not respond within five minutes, the towing service will be requested to respond to tow the vehicle. If the vehicle is towed, the College fine will be waived and the owner must pay the towing fee and any storage fees directly to the towing service. If the owner responds after the tow truck has arrived but before the vehicle is towed, the owner will still be liable for the College fine, and for one-half of the towing fee, which is payable immediately to the towing service.

GENERAL PARKING INFORMATION

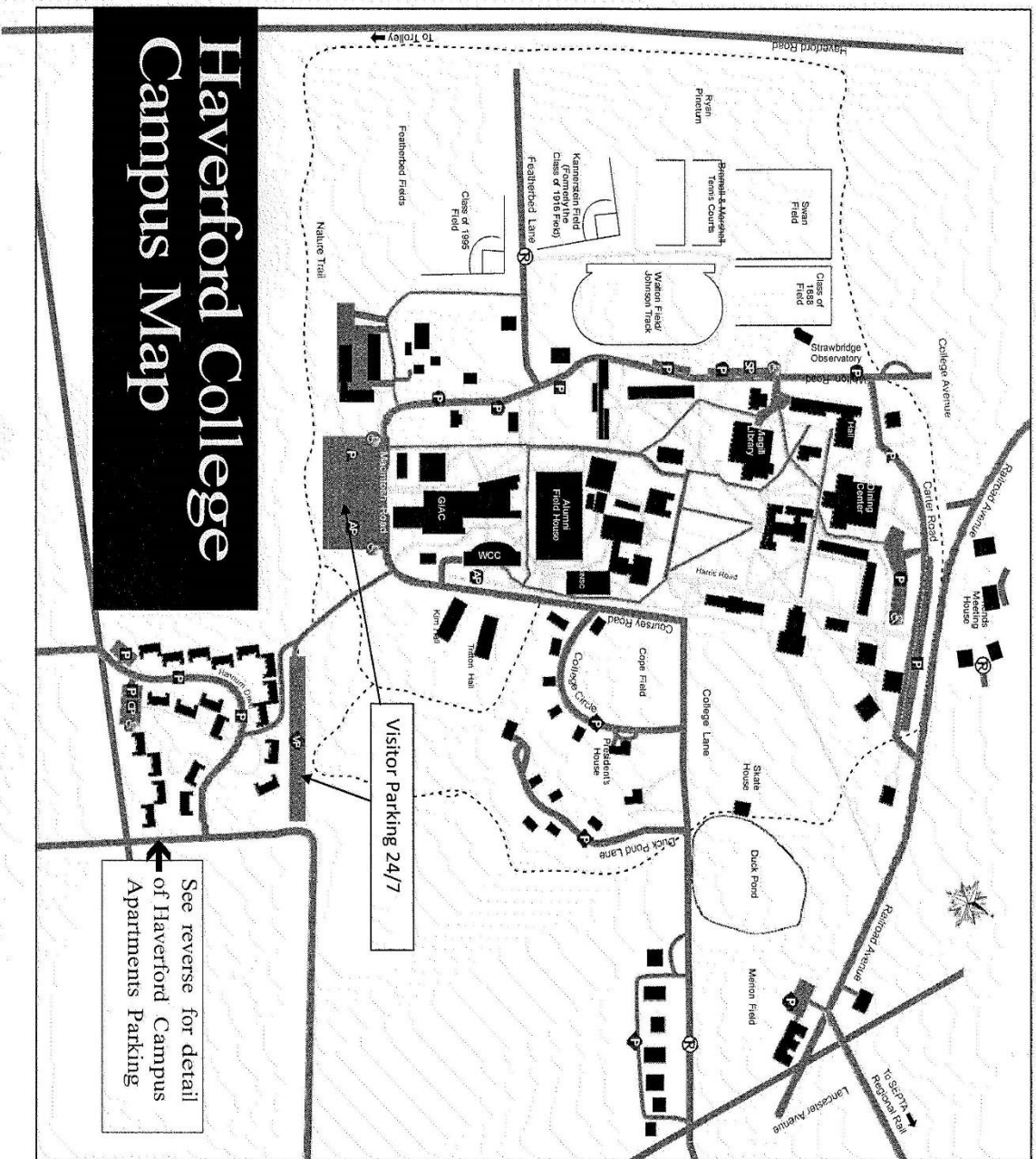
Haverford College and Bryn Mawr College students participating in the Residence Exchange program and residing on the other campus must register their vehicles on the campus on which they reside

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

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

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

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

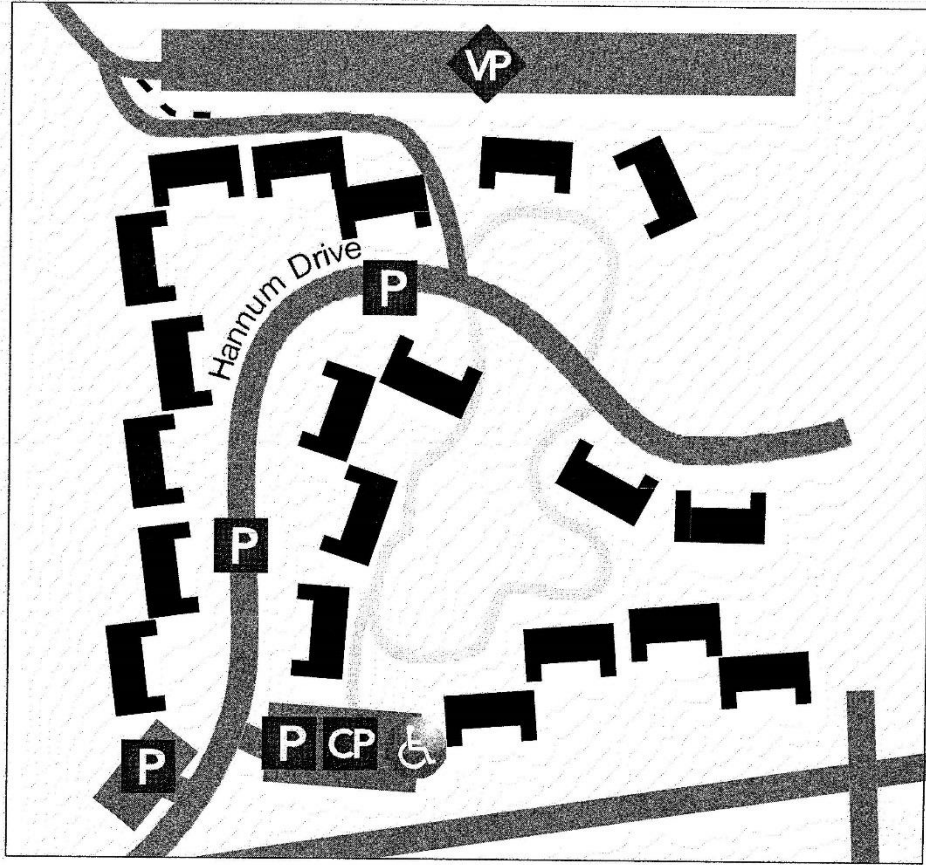


Haverford College Campus Map

See reverse for detail of Haverford Campus Apartments Parking

Visitor Parking 24/7

- Parking is prohibited on College Lane, Featherbed Lane and in the driveway of Yarnall House.
- Parking on College Circle, Duck Pond Lane, the rear of College Lane and at 10, 19 and 36 Old Railroad Avenue is reserved for residents only.
- Handicapped, Student and Special Permit areas are reserved 24 hours/7 days.
- Handicapped spaces are available in Lloyd Lot, on Walton Road near the infirmary, at the Campus Center and in the South Lot.
- P** Faculty/Staff Parking Reserved Mon-Fri, 8am-5pm
- F** Faculty/Staff/Student Parking Reserved Mon-Fri, 8am-5pm
- P** Parking for Residents Only
- P** Student Parking Reserved 24 hours/7 days
- AP** Admission Parking Only Reserved Mon-Fri, 8am - 5pm
- SP** Special Permit Parking Reserved 24 hours/7 days
- VP** Visitors' Parking
- CP** Commercial Tenant Parking
- CA** Handicapped Accessible Parking Available
- R** No Parking



Detail of
Haverford
Campus
Apartments
Parking

-  Faculty/Staff Parking
Reserved Mon-Fri, 8am-5pm
-  Student Parking
Reserved 24 hours/7 days
-  Visitor Parking
-  Commercial Tenant Parking
-  Handicapped Accessible
Parking Available