

**COLLEGE-OWNED HOUSE
PARKING POLICY**
REH & Parking – St. Norbert College

Students living in College Houses for the upcoming academic year will be given the privileges of parking in the driveways associated with their houses. Adherence to the following guidelines is required with this privilege.

1. Since the house driveways were constructed to accommodate a limited number of cars and with seven or eight students living in some houses, it is unrealistic to think all residents will be able to park in the driveway at the same time. House residents need to coordinate with each other on who will park in the driveway and those residents that do not fit in the driveway are encouraged to utilize the college student lots that have overnight parking.
2. **Students, house residents included, must register their vehicles, and display a current SNC parking permit on the vehicle. There is no charge for the GREEN permit for house residents. The permit must be displayed in the appropriate location (lower, left, corner of the rear window).**
3. Students will be responsible for abiding by the SNC parking policies and procedures. Any vehicles in the driveway without a permit or parked on the lawn **WILL BE TICKETED AND/OR TOWED**. Due to continual parking problems (i.e., driving on the lawn and parking over the sidewalk/lawn), tickets for improper parking at college houses will be 30.00. This fine will be given to each resident of the house and will be levied at any time there is evidence of abuse, such as noticeable tracks in the lawn/snow. This “each-resident” fine is separate from the individual tickets that maybe issued to the driver of the particular vehicle that is parked on the lawn or violating a specific policy.
4. Students will be responsible for adhering to the City of De Pere parking ordinances. (Note: there is no overnight parking on city streets from 2:00 a.m. – 5:00 a.m.)
5. The condition of the driveway, lawn, etc. will be inspected at the beginning of the academic year and will be noted on the House Condition Report (HCR). The residents will be charged for damage to the lawn. The Manager of Grounds will determine the appropriate charge, and the Residential Education and Housing office will bill the appropriate resident(s).
6. Any violation of parking policy procedures will be documented by Campus Safety, Residential Life, or Facilities. Action will be taken according to the student conduct procedures.
7. Students who repeatedly violate the policies will lose the privilege of parking in the driveway.
8. The College will not be responsible for any damage to residents’ vehicles or personal possessions, but students are encouraged to report any problems to the Campus Safety office.
9. Students will not be allowed to park in the garage of their house.
10. Some garages associated with the College houses are used by a variety of campus departments as storage facilities. The department utilizing the garage will be given the names and telephone number(s) of the students residing in those houses, so each department will be able to contact the student(s) to arrange for access to the garage. **Students will be responsible for moving their vehicles. Vehicles can be moved to any other student lot for the designated time period.** The students will be informed as to this procedure, so they are not surprised when they get a call about moving their cars so someone can have access to the garage.
11. The College WILL NOT be responsible for clearing driveways of snow. Students will be provided with two snow shovels per house. The College will clear the walkway, steps, sidewalk, and front porch once the rest of campus has been cleared and sanded. The Office of Residential Life and the SNC Grounds Crew recommend students shovel these areas themselves should they need it done sooner. The walks need to be cleared 24 hours after snow ends.
12. Residents must report all broken and/or lost shovels to REH. Do not use the shovels to chisel ice away. This can break the shovel and residents will be charged for the replacement cost.
13. Students using College parking lots will be responsible for reading the snow removal signs on campus and for moving their vehicles when a lot is being cleared. Individual notices will not be sent to houses.
14. Students can only park or drive on the paved surfaces of the driveway. Driving a vehicle on the lawn to go around another vehicle is not permitted.
15. Students cannot park their vehicle in the approach area of the driveway or over the sidewalk. Vehicles cannot block the sidewalk.