

Guide to The Green at West Village Apartments

2021-2022

Student Housing and Dining Services & University Policies

Student Housing and Dining Services and University policies are designed to give a clear picture of what is expected of you as a resident. Living in an apartment complex is not always easy as people come from different backgrounds and may have different sets of expectations for living within a community. The policies and regulations that exist are intended to give you and your roommate(s) standards by which residents can live and learn together.

1. Alcohol

Persons under 21 may not possess, consume, distribute, manufacture, or otherwise use alcohol. Bulk quantities (i.e. quantities that could not reasonably be consumed in a single sitting by the individual(s) present), games or devices used for the rapid consumption of alcohol, and common containers (e.g. kegs, punch bowls, trash cans) are prohibited. Residents may not be intoxicated so as to cause a disruption or otherwise draw attention to themselves.

2. Appliances, Food Preparation

All appliances must be in good working order and used responsibly. They must be approved for use by Underwriters' Laboratory (UL) and free of wiring defects.

- BARBECUES — Personal barbecues may not be used, under trees, in courtyards, or breezeways. They must be used at least 25 feet away from any building or overhang, and this distance must be increased if smoke is travelling toward one of these areas.
- PORTABLE HEATERS – Portable heaters are prohibited.
- TORCHIERE HALOGEN LAMPS – These lamps are prohibited.
- POWER TOOLS – Power tools may not be used in apartments.

3. Bicycles, Motorized Vehicles, Skates

Bicycles may only be parked in designated bicycle parking areas or inside apartments. They may not be parked or ridden in areas not typically designated for bikes including, but not limited to walkways, breezeways, hallways, courtyards, stairwells, or other public spaces. Bicycles may be stored in apartments, but not in a manner that causes damage to the facility or creates a fire or other safety hazard. Repairs and maintenance may not be performed inside apartments.

Hoverboards (self-balancing 2-wheel scooters) are considered motorized vehicles and may not be used, charged, or stored in rooms, suites, or apartments, or any common area of any Student Housing owned, operated, or affiliated space.

Residents may not store or repair motorized vehicles in apartments. Motorized vehicles may only be ridden or driven on approved locations.

Skateboards, roller skates, inline skates, and similar items with wheels may not be worn or used in hallways, walkways, breezeways, stairwells, courtyards, or other shared spaces where such use is not typical. This includes benches, curbs, stairs, handrails, tables, or similar surfaces.

Parking permits are required for each vehicle parked on premises at all times. Parking will be available at an additional cost. Purchase of, and payments for parking decals will be made directly with the property management, who is a separate agent of the owner. Residents are not permitted to purchase a campus parking permit. All residents and guests are required to abide by the Rules and Regulations of the Parking Addendum.

4. Apartment Access, ID Cards

Apartment access is limited to residents and their invited guests. Residents may not allow others to use their key/card/key fob to gain access. Tampering with door locking mechanisms so as to allow access to a building is prohibited. University ID cards may only be used by the person to whom the card is issued and residents may not knowingly use another person's ID card.

Residents are expected to carry their key/access card/key fob with them when they leave the apartment or building. Residents will be assessed a lockout charge to be let back in. Repeated lockouts may be addressed as a conduct issue.

5. Candles, Incense

Candles, incense, and items that produce an open flame are prohibited regardless of the reason for use.

6. Cleanliness

Residents are required to keep rooms clean and regularly dispose of trash only in designated locations. Residents may not create excessive messes in any area. Residents must promptly report any facility issue and take appropriate steps to mitigate situations that could create an excessive mess, create a nuisance or public health concern, or cause damage to property by contacting a complex staff member to report the situation and/or submitting a service request to the property management.

7. Computers

Residents must follow the Campus Computer and Network Use Policy. Please go to <http://housing.ucdavis.edu/resources/computers.asp> for more information.

8. Disruptive Behavior

Residents may not engage in behavior that is disruptive or otherwise incompatible with a community living environment. This includes pranks and practical jokes as well as behavior that creates an odor, such as that from marijuana or cigarettes, and behavior that is a result of intoxication.

9. Drugs

Unlawful possession, use, manufacture, or distribution of any controlled substance is prohibited. Possession of a medical marijuana card does not permit possession or use of marijuana. Disruption, including smelling of marijuana, as a result of drug use is prohibited, as is being under the influence of any drug.

10. Explosives, Chemicals

Explosives, chemicals, or highly combustible materials that are potentially dangerous or damaging to buildings or their occupants are prohibited. These include, but are not limited to, fireworks, ammunition, gasoline, unauthorized pesticides, pyrotechnics, and flammable materials.

11. False Information, Non-Compliance

Providing false information to staff or obstructing any staff member in the performance of official duties is prohibited. Residents must comply with the requests of Student Housing and Dining Services staff and property management staff.

12. Firearms, Weapons

Weapons, including but not limited to firearms, bb-guns, air rifles, knives, switchblades, swords, brass knuckles, nunchucks, and similar items are prohibited. (Properly stored kitchen knives are excluded.) Replica weapons, including toys that resemble weapons, are also prohibited. Any item that is used to harm, threaten, or intimidate a person may be considered a weapon. This includes items such as laser pointers and sports equipment.

13. Fire Safety

- ELECTRICAL SAFETY—Modifications to or changes in electrical wiring are prohibited as are splices, octopuses, or modification devices used to add plugs. Only UL approved, grounded power strips with fuses may be used.
- EVACUATION—Residents must evacuate the building when a fire alarm has sounded.
- FALSE ALARM—Residents may not intentionally or recklessly activate an alarm in a non-emergency situation.
- FIRE—Causing, attempting to cause, or contributing to the continuation of a fire is prohibited.
- ROOM DECORATIONS—Large wall hangings must be treated with a flame retardant. Paper or plastic may not be used to cover any light or light fixture. Lighting fixtures, including holiday lights, may not be hung on any surface outside apartments including windows and doors.
- TAMPERING—Tampering with fire suppression equipment, including but not limited to fire extinguishers, smoke detectors, fire alarm pull stations, automatic door closers, and sprinklers, is prohibited. Tampering includes covering smoke detectors, hanging items from sprinklers or sprinkler pipes, or otherwise disabling fire suppression equipment.

14. Furniture, Alterations & Repairs

Furniture provided by the property management may not be removed from apartments. Residents may have non-University issued furniture in their rooms provided it does not create a fire hazard or other safety hazard. Residents may not make repairs, modifications (including painting), or alterations, including the removal of closet doors, to any apartment property or provided furniture. Decals and stickers may not be affixed to painted walls, windows, or other surfaces.

Residents must promptly report to the property management any facility issue (e.g. leaks, inoperable appliances, furniture issues, or damage to the apartment or any portion thereof) and take steps to mitigate situations that could cause damage to property. Wall hangings are permitted when only small picture hangers, pins or thumbtacks are used. Nothing may be stapled to the walls or doors.

15. Guests, Hosts

A guest is any person who visits an apartment where she/he/they do not live or have an assigned space. A host is a resident of an apartment, or building who invites guests over. Hosts are responsible for the actions of their guests and are expected to remain with their guests at all times. Hosts must have permission of all room occupants to have a guest over and if a guest is asked to leave by an occupant who is not the host, the guest must comply. Hosts may not have overnight guests, whether the guest stays in a bedroom, common room, or other space, for more than seven cumulative nights per academic quarter. Overnight guests are not permitted during final exam week. Residents may not host guests who have been restricted by Student Housing and Dining Services.

16. Noise

Residents and guests must be considerate of noise, 24 hours a day, seven days a week. Noise, including but not limited to voices, amplified music, televisions, musical instruments, alarm clocks, and radios, must be maintained at a level that does not disturb other residents. Residents may not amplify sound from windows to the outside. Residents must comply with

staff requests to lower noise levels.

17. Pets, Animals

Unauthorized pets and other animals are prohibited in any building. This prohibition includes hosting visiting pets and "pet-sitting" for others. Upon agreement of all apartment occupants, residents may keep fish in an aquarium that does not exceed 10 gallons. There cannot be more than one fish tank/aquarium per bedroom, and tanks/aquariums may not be kept in bathrooms. Residents requiring assistance animals should contact Student Housing and Dining Services to request an accommodation. Residents with an approved assistance animal accommodation must follow all policies provided by Student Housing & Dining Services including but not limiting to cleaning up after the animal in public locations and keeping the animal on leash while outside their apartment unit.

Residents may not directly harm or engage in behavior that is harmful to animals.

18. Posting, Solicitation

Solicitation and Unauthorized posting of fliers and other materials on exterior walls, windows, bulletin boards, or doors is prohibited. Residents may not destroy or damage bulletin boards created by Student Housing and Dining Services staff members. Solicitation is defined as any uninvited contact, generally involving a request, advertisement, or distribution of literature.

19. Property Damage

Destruction of property and vandalism are prohibited. Residents may be required to make restitution for intentional or accidental damage to any portion of the facilities. Residents must promptly report any facility issue and take steps to mitigate situations that could cause damage to Student Housing and Dining Services or apartment property by contacting a property management staff member to report the situation and/or submitting a service request to the property management.

20. Roofs, Balconies, Ledges

Residents are not permitted on any roof or restricted area. Residents may not throw, drop, or otherwise dispose of anything from elevated locations.

21. Screens, Windows

Screens may not be removed from windows. Residents may not enter or exit rooms, suites, or apartments through windows. Residents may not place items on the exterior of any window or hang items out windows. Residents may not throw, drop, or otherwise dispose of anything out a window.

22. Smoking

Marijuana and tobacco use are not permitted on University property or in any building or dining facility. Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated tobacco product. Smoking substances that are not tobacco, operating electronic smoking devices and other smoking instruments are prohibited. Tobacco use includes inhaling, smoking, chewing, dipping, or any other assimilation of tobacco products. Any smoking or tobacco use is considered a violation of Student Housing and Dining Services policy.

Visit the [University Policy](#) webpage on the [Breathe Free UC Davis](#) website for the campus policy and resources.

23. Theft

Unauthorized possession or use of apartment complex property, University property or the personal property of another is prohibited.

24. Videotaping & Camera Use

No person may videotape, audio record, take photographs of, or otherwise view any person in a private location without that person's explicit knowledge and consent. Private locations include, but are not limited to, apartment rooms and common areas, bathrooms, lounges, and other areas where residents have a reasonable expectation of privacy.

25. Violence, Assault

Perpetration of or threats of physical aggression or violence are prohibited in any Student Housing and Dining Services building.

Additional Information about your Housing Contract

A. Roommate Agreements

Roommates are either randomly assigned or matched based on a student's request. It is recommended that a Roommate Agreement Form be completed anytime two or more students engage in a new living situation. This provides you and your roommate(s) an opportunity to have a conversation about individual likes, dislikes, needs, and use of space and belongings. The more you are prepared for your new living situation, the more enjoyable your roommate relationship will probably be. Communication goes a long way towards heading off potential problems and establishing understanding. If conflicts arise, students are encouraged to discuss issues directly with each other in an appropriate manner. Sometimes conflicts are difficult to resolve on your own and outside mediation may be needed. Please contact the property management, CA, or the Resident Director to help address these situations.

B. Inventory & Inspection

You are responsible for the condition of your apartment at all times. When checking into your apartment, you should fill out an online Apartment Inventory Form. You must complete this form documenting the condition of your apartment within the first week of instruction. Upon vacating your apartment, this form will be used to determine charges for damages or cleaning beyond normal use and wear. If you do not complete an apartment inventory form, you are accepting the apartment "as is." Prompt reporting of damages and required maintenance will hasten repairs; you will not be charged for repairing something that breaks due to normal wear and tear. Damage caused by residents will be billed directly to the resident. If the damage is in a common area or shared space the cost will be split between roommates unless the person responsible is identified.

C. Apartment Room Transfers

Apartment room transfers are available on a need basis and are granted based upon space availability. The university reserves the right to assign or reassign students to other apartments for pending disciplinary action or in order to make the most effective use of the available accommodations. If space is available, requests for apartment room transfers because of personal safety concerns, i.e. physical or sexual assault, will be honored.

D. Eligibility

Students are entitled to apartment space occupancy only while a registered student at the University of California, Davis. The resident must be a full time registered student making satisfactory academic progress as defined by the Office of the

Registrar and must be enrolled in at least 12 units. Exceptions to the eligibility requirements are made on a case by case basis and should be forwarded to the Assistant Director of Residential Services for consideration.

E. Subleases

Subleasing is prohibited.

F. Checking Out/Moving Out

Checking out involves cleaning your apartment and bedroom, and returning your keys to the Student Housing and Dining Services Office. Residents must return their apartment and bedroom to its original condition. New students assigned to the space have a right to a clean and properly furnished space. Upon moving out, residents are expected to clean their apartment thoroughly. Cleaning charges can range from \$50-\$100 per student on average for units that have not been cleaned properly. Cleaning charges for common areas and shared bathrooms will be billed to all roommates unless the person responsible is identified.

G. Homesteading

Residents with a vacancy within their room/suite must be prepared to have a new roommate at any time. Residents are expected to be welcoming to prospective new roommates and should not discourage others from occupying a space. Students that discourage others from moving into vacant spaces may be relocated to a new room and/or referred for disciplinary action. Residents should not homestead the room: spread their belongings throughout the room or use furniture designated for the new resident. Residents found to be homesteading will be billed for costs required to make the contracted space available to a new resident. The homesteading charge is \$75.

NOTE: Changes and additions to the Guide to The Green at West Village Apartments can be made up until move in weekend. Students will be provided a link to the updated version on move in day.