La Jolla del Sol
Resident Handbook

Revision 2016
Welcome

Congratulations. You are a resident at UC San Diego’s Associated Residential Community Housing (ARCH). The La Jolla del Sol Apartments (LJDS) at La Jolla Colony offer 150 one-bedroom/one bath, 76 two-bedroom/one bath, and 154 two bedroom/two bath apartments located on Regents Road. Our community provides a unique environment rich with academic, cultural, social and recreational opportunities; and consist of members from diverse cultural and socioeconomic backgrounds, affording you the opportunity to enrich your life.

Our goal is to provide housing and related services at the highest quality level, while balancing sound financial decisions and understanding of the services, facilities, policies, and procedures. The information in this handbook is incorporated into your rental agreement. Please read the information and save the handbook website for future reference. We reserve the right to change any of these policies by rescinding, amending or making such other rules and regulations as deemed necessary to provide for the comfort and convenience of all residents and for the safety, care, proper maintenance and cleanliness of the premises.

The Residential Services Office is open Monday through Friday from 8:00 a.m. to 4:30 p.m., with the exception of University Holidays. Staff can assist you with a host of issues including billing questions, lock outs, guest keys, parking permits, noise concerns, notices of intent to vacate and any policy or procedural question you may have.

La Jolla del Sol Residential Services Office: 858.822.7607, 858.558.7135 fax, ljsd@ucsd.edu. The office is located at 8046 Regents Road between Regents Road and Lebon Drive. LJDS is a gated community.

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<td>Campus Police – Escort Service (CSO)</td>
<td>(858) 534-9255 (WALK)</td>
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<td>Campus Advocacy, Resources and Education (CARE/SARC) at Sexual Assault Resource Center</td>
<td>(858) 534-5793 <a href="mailto:sarc@ucsd.edu">sarc@ucsd.edu</a></td>
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<td>Central Cashier Office</td>
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<td>Early Childhood Education Center</td>
<td>(858) 246-0900</td>
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<td>Environment, Health &amp; Safety(EH&amp;S)</td>
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<td>UC San Diego Staff Association</td>
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<td>HDH Administrative Services (ARCH Billing Services)</td>
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Move In / Move Out

Eligibility
LJDS is designed to house full-time faculty, staff, fellows, and those pursuing postdoctoral programs (singles, couples, and families). Residents who do not meet eligibility requirements must submit a 30 Day Notice of Intent to Vacate and vacate the apartment within 30 days from the date they no longer meet eligibility requirements.

Inspection Checklist
When you pick up your keys, you will be given a Move-In Inspection Form to complete and return. We will assume the apartment is in satisfactory condition if your checklist is not received by the ARCH Office within two weeks of your move in date. Please complete this form with accurate details. This document will be used when you move out to ensure that you are not charged for any condition or damage that you did not cause. Necessary maintenance work will be scheduled according to your comments.

Move Out Guidelines
Thirty (30) days prior to moving out/vacating your apartment, submit a written notice of intent to vacate to the ARCH office. For fixed term Rental Agreements there is no need to submit notification of your move out date unless you plan to leave prior to your lease end date. After this notice is received by the office you will receive an email detailing recommended move out tips and explaining the process for returning your keys. On the first business day after the resident(s) vacates the apartment, a Housing representative will inspect the apartment. You have the right to be present at the move out inspection.

Relocation
Residents who wish to relocate may complete an application online here. Residents are eligible to relocate if they have not exceed the two year limit. Residents who resided in LJDS prior to 7/1/2015 will receive a two year agreement. Your name will be added to the housing wait list. You may complete the application at any time during the term of your rental agreement.

Subleasing
To allow you to maintain your housing status while you are away from UC San Diego to work, study, perform academic field research, take a vacation, or to take an approved leave of absence, you may sublease your apartment. To review subleasing guidelines, submit a sublease application or view interested sub lessee applications online click here.

Withdrawal
Faculty and staff no longer employed by UC San Diego are not eligible to live in ARCH. When withdrawing, submit a thirty day written notice of intent to vacate to the ARCH office. Your rental agreement will be terminated once the thirty day notice period expires.

Community Safety

Campus Safety Escort Service
The Community Service Officer (CSO) Program offers a free campus safety escort. Escorts will go to any university property. Call 858.534.WALK (9255) to request an escort. CSOs offer an escort service from sunset through 1 a.m. every day of the year. After 1 a.m., this service may be handled by other police department personnel.
Missing Person Notification
Students residing in on-campus housing have the option to identify individuals to be contacted by the University in the event the student is reported missing. The confidential contact information will be accessible only to authorized campus officials, and may not be disclosed except to law enforcement personnel in furtherance of a missing person investigation. If you would like to designate a confidential contact visit the ARCH Office.

Police and Security
The UC San Diego Police Department (UCSDPD) can be reached at 858.534.4357 (HELP). For emergencies, dial 911.
Solicitors: Soliciting of any kind by anyone, including residents, is not permitted. Report any solicitors to UC San Diego Police immediately at 858.534.4357 (HELP).
Suspicious People on Premises: If you observe people who are acting suspiciously immediately contact the UC San Diego Police at 858.534.4357 (HELP) and report the details. Refer to UCSD Campus Security for additional resources.
Theft Prevention: The UC San Diego Police sponsor a program of etching items of value, including bikes, with the resident’s license number to discourage theft and to make recovering stolen items easier. More information about this program may be obtained by calling the UC San Diego Police at 858--534.HELP (4357).
Vacation Check: Residents who plan to take an extended vacation can arrange for a vacation check to be made of their apartment. A UCSDPD Resident Security Officer will routinely check the apartment exterior for any signs of burglary, tampering, etc. You can arrange for a vacation check by contacting the ARCH Office.

Amenities

Bicycles
Bicycle racks are located in the stairwells. Please lock your bicycles to these racks. A bicycle locked to a railing, building, carport, post, tree, etc., is subject to citation. Bicycles are permitted on patios and balconies. Residents are encouraged to register their bicycles at the Bike Shop in Student Center A. Please take your bike with you when you register it and be prepared to pay a $6 fee. Call 858.534.4279 for further information. Please report abandoned bicycles to the Campus Police at 858.534.4357 (HELP).

Bulletin Boards
Bulletin boards are located in the fitness room and at each mailbox location. Residents may post notices, flyers and advertisements. Please do not post on buildings, dumpsters, mailboxes or any other locations. Any postings found in these areas will be removed. Include the date on notices you post. All postings must comply with UC standards and are limited to a two-week period.

Laundry
A washer and dryer are located in the pantry closet in the kitchen area, or the hallway of each apartment. For LJDS washer and dryer service, submit a work order through HDH Fix It link for non-emergency requests or call the Customer Service Center at 858.534.2600 for emergencies.

Parking
Parking is by permit only. Transportation Services will issue a citation if your vehicle is not in working condition, not currently registered with the State of California, or parked illegally, i.e., red zones, disabled spaces, areas not specifically designated for parking, etc. If parking and transportation issues a citation, you may appeal the ticket online through UC San Diego Transportation Services within 21 days of the issue date. Parking and driving on the grass/lawn or sidewalk is strictly prohibited.
Designated motorcycle parking spaces are located within the ARCH communities. Motorcycle permits are available upon request.

No car washing or vehicle maintenance of any kind is allowed.

**Pools and Spas**
There are two pools and spas at La Jolla del Sol. Hours of operation and regulations are posted at each location. Appropriate bathing attire is required when using the pool and spas. County health regulations state that no pets and no glass be allowed in or around the pool or spa areas.

**Recreational Facilities**
In addition to the two pools and spas, La Jolla del Sol amenities include two tennis courts and a Fitness Center located next to building 8186. During peak hours, or while others are waiting, please limit your time on the equipment to thirty (30) minutes. Proper workout attire is required. UCSD’s Recreation department offers classes, sport facilities, personal trainers, weight room, etc. with facilities throughout campus. Visit the [Campus Recreation](#) web site for more detailed information and locations.

**Storage**
Storage of personal belongings/items in parking spaces, balconies, building stairwells, landings, hallways, etc., is prohibited and such items will be removed by the university at the owner’s expense. Storage areas (linen closet or entry closet) are located inside the apartment.

**Surf Showers**
Do not rinse surfing gear, diving gear, wetsuits, etc., in the shower or sink. The salt and sand will clog the drain. Surf showers, available to any ARCH resident, are located at the Coast apartments at buildings 9321 and 9383

**Vacuums**
Residents may check out a vacuum at the office.

**Services**

**Bus/Shuttle Services**
UC San Diego’s extensive transportation system is free for students, faculty, and staff. For current schedules, please visit [Transportation Services](#).

**Carpet Cleaning**
Complimentary carpet cleaning is available annually for residents once every twelve months following the initial twelve month period. Contact the office for scheduling.

**Emergency Planning**
For information regarding any type of campus emergency visit UC San Diego’s emergency planning website. Sign up for emergency text and voice notification [here](#). In the event of a major emergency affecting campus call (888) 308-UCSD (8273) for a recorded message or check the UC San Diego [Emergency Status](#) page. In the event of an emergency, please assume that you will have sole responsibility for your safety and wellbeing. Be prepared to be self-sustaining for a period of 72 hours. Being prepared for emergencies is crucial. The [American Red Cross](#) offers information and courses to help you prepare for emergencies.
Lock-Outs
Locked out? Stop by the ARCH Office during business hours for assistance. If you are locked out when the office is closed contact UC San Diego Police at (858) 534.HELP (4357). UCSD Police may charge a $15 fee.

Lost and Found
Contact the office to inquire about items lost or found. Contact UC San Diego Campus Police at 534.HELP (4357) to report lost or stolen items.

Mail
Each apartment has an assigned mailbox that opens with a key. Mailbox keys are issued at move-in. The mailboxes are clustered at or close to the buildings. The US Postal Service delivers mail directly to your mailbox. Packages shipped through the US Postal Service are left in parcel lockers or to your apartment door depending on the size of the package. Packages delivered by all other carriers are delivered directly to your apartment door. Your mailing address is included on your rental agreement.

Maintenance Requests
Need something fixed? We’re available, 24 hours a day, 7 days a week. All you need to do is enter a work order through HDH Fix It link for non-emergency requests or call the Customer Service Center at 858.534.2600 for emergencies. Requests considered emergencies are fire alarms, smell of smoke, smell of natural gas, flooding, any leaks, malfunctioning or broken locks. A request called in after regular business hours not considered an emergency will be responded to during regular business hours.

Pest Control
The office of Environment, Health and Safety (EH&S) provides our pest control services. Report problems with ants, roaches, spiders, rodents, etc. to the office. Before EH&S will enter and service your apartment, all residents of the apartment will need to sign a Pest Control Request form which is available at the office and on the EH&S web site here. When you sign the form, you will also be given preparation instructions. If your apartment is not prepared properly, EH&S will not be able to perform the service requested.

Everyday Living

Cable TV / Satellite Dish
All apartments are wired for cable television. The service is optional and requires a monthly fee paid to your cable provider. All maintenance and repairs to the outlets are at the resident’s expense. If you set up an appointment for after normal business hours, you will need to check out a cable from the office in order for the provider to access the cable room during your appointment. For additional information regarding the use of a satellite dish, please contact the ARCH Office.

Fireplaces
If you have any questions regarding the operation of your fireplace, please contact the office for assistance. Recommendations for safe usage are provided below:

1. Always use the fireplace grate.
2. Before starting a fire, open the flue damper by sliding it to the right as far as it will go. (The flue is located at the top of the inside of your fireplace.) A closed damper while a fire is burning will result in your apartment filling with smoke.
3. Please do not close the flue damper until the fire is out and there are no warm embers.
4. Dry and well-seasoned hardwood is recommended for burning. Items such as charcoal, wrapping paper, Christmas trees, etc. should not be burned in the fireplace. Never use flammable liquids in or near fireplace.
5. Ashes that build up must be removed. Allow ashes to cool completely before removal and disposal. Warping of the grate from excessive heat will result if ashes are allowed to accumulate and block the air flow.

**Garbage Disposals**

Your garbage disposal is designed to handle only soft foods. Do not put fibrous materials, such as celery or other stringy vegetables, watermelon rinds, potato peelings, seeds, noodles, rice, spaghetti, grease and hard---leafed fruits or hard materials such as bones, glass, or metal objects in the garbage disposal. Always use cold water when running the disposal. Keep the water running while the disposal is on and for a short period after it has been turned off. Be sure that you leave the disposal on long enough to ensure that the items in it have been properly ground. Disposals are equipped with a red reset button. If the disposal stops running, try to reset it by pushing the button gently. If this does not start the disposal, please submit a work order through the [HDH Fix It link](http://www.hdht.ucsd.edu/sustainability/econauts.asp).

Improper use of the garbage disposal may cause the sink to back up in your own or your neighbor’s apartment. The university is not responsible for any damage resulting from misuse of the garbage disposal.

**Gates and Gate Transmitters**

Gate entries are located at Regents Road and Lebon Drive. The pedestrian gates are keyed for resident access with the use of your apartment key. Residents’ names are programmed into the gate system. Visitors may locate your name in the directory and call you for entry. If you wish to provide access to the property, press “9” on any telephone to open the gate remotely.

Pedestrians are not permitted to use the vehicle gate to enter or exit the community gate as this is hazardous and could cause injury. Please report any malfunctions of the gate to the office. Do not attempt to drive through the gate when it is closing; allow the system first to recognize your vehicle and open completely. The University makes absolutely no claims or guarantees that this system will in any way increase security or prevent theft, assault, vandalism, or damage to you or your personal property or that of your guests/visitors.

**Recycle and Trash Disposal**

At UCSD we pride ourselves on practicing responsible recycling and sustainability habits. Recycling cans are located throughout the ARCH communities. Place all trash and recycling in the designated dumpsters. Furniture, large objects, or Christmas trees place in the dumpsters will not be picked up by the refuse collector. Please do not leave trash outside your apartment entry door or on your patio/balcony. Disposal of hazardous wastes to the sewer, storm drain, ground or trash is illegal.

For proper disposal of electronic waste go to [www.cciwmb.ca.gov/Electronics](http://www.cciwmb.ca.gov/Electronics) and [www.dtsc.ca.gov](http://www.dtsc.ca.gov). Used alkaline batteries can be dropped off at the ARCH Office for recycling. Appliances containing chlorofluorocarbons (CFCs) which are illegal to dispose of at landfills are accepted for recycling at the Miramar Recycling Center for a fee. The Miramar Recycling Center, 5165 Convoy Street, San Diego, CA. 92111, (858) 268-8971, accepts CRT’s and other electronics for recycling. Please call to verify exactly what types of electronics the facility will accept and what the facility charges. Bring remaining unwanted products to the Household Hazardous Waste Transfer Facility located at the Miramar Landfill. Call (858) 694-7000 for an appointment or go to [http://www.sandiego.gov/environmental-services/miramar/](http://www.sandiego.gov/environmental-services/miramar/) for additional information. For more tips on recycling, conservation, and sustainability, plus links to other helpful resources, visit [http://hdh.ucsd.edu/sustainability/econauts.asp](http://hdh.ucsd.edu/sustainability/econauts.asp).

**Stoves**

Do not use foil to line burners, oven or grill. The reflection from the foil will damage the burner element. Do not place foil or paper on the walls above the stove to catch grease, as this is a serious fire hazard. Residents are responsible for cleaning and maintaining drip pans after move in.
Toilets
Tampons and sanitary napkins will clog the toilets, so please do not flush them. If you do not own a plunger, you may want to add it to your household accessories.

Policies

Alcohol Possession
LJDS is the property of the University of California, therefore the University’s rules, regulations, and policies are applicable.

In particular, the Alcohol Possession Policy states that no alcohol of any kind, in any type of container, is allowed to be kept or consumed in public areas of UC San Diego property. Public areas include, but are not limited to, stairways, walkways, parking spaces, pool/spa areas, and the gym. In addition, kegs, “party balls”, tap systems, and similar large volume common source containers are prohibited in the apartments and in public areas.

Appeals
The LJDS Residential Services office reviews discrepancies regarding charges to your account, housing policies and procedures, rental agreements, budgets, rates, and levels of service. Faculty and Staff may submit written appeals via email to ljds@ucsd.edu, in person, or by fax (858) 558-7136. The ARCH Office will review your request. You will receive notification from the office notifying you the outcome of the review.

Building Modifications
The university has a long-term investment in the buildings and therefore cannot allow any renovations or changes to them. You may not: paint your apartment; install shelving, paneling or wallpaper; use contact paper on any wall or shelf; use large nails, screws, toggle bolts, or adhesive fasteners on the walls, cabinets, doors, or ceilings; make any physical changes to the apartment or to the patio or balcony area; install bamboo or lattice on the patio or balcony; or install any appliance, including but not limited to air conditioners, dishwashers, refrigerators, freezers, washers, or dryers. Residents are not permitted to install deadbolts or bedroom locks.

Pictures: May be hung with small nail hangers. Small nail holes in walls resulting from picture hanging, etc., do not need to be filled by the resident when vacating.
Doors: No interior doors are to be removed. Interior doors serve as a very effective fire safety item. In conjunction with the Americans with Disabilities Act and to provide a uniform lock and key system, single-handled, single-key locks have been installed in each apartment. All other door locks are prohibited and residents are not permitted to change their door locks. Be sure to keep your front door and patio/balcony door locked at all times. Please do not use the dead bolt on the electronic locks to prop the door open as it will damage the lock.
Heating: All apartments are equipped with electrical wall heaters. Air conditioning is not provided in any ARCH community. Property Operations and Planning performs regular inspections of heaters. Do not place or store anything in front of the heater or use it to dry clothes.
Painting: Apartments are painted prior to move-in. Residents are not permitted to paint the apartment. Apartments are painted prior to move-in. Residents are not permitted to paint the apartment. You will be charged on a cost basis for labor and materials resulting from any work the University must do to return the apartment to its original conditions.
Screens: Window screens are provided for the apartments of La Jolla del Sol. Door screens are not permitted on front doors.
**Business**
Residents are prohibited from operating a business of any kind, including an e-business, and/or utilizing University owned or operated facilities or services for the business. With the exception of food delivery, no resident may contract any vendor for services in the residential facilities without the approval of the ARCH Office.

**Controlled Substances**
Federal Law, California State Law, and University policies prohibit the solicitation, procurement, sale, or manufacture of narcotics or controlled substances. Additionally, the possession of drug paraphernalia is prohibited on all University property. Any use of a controlled substance that is seen, heard, or smelled, or if a resident is known or is suspected to be in possession, using, or distributing drugs, including medical marijuana or drug-related paraphernalia, is subject to charges of misconduct and/or criminal action, and will result in the immediate termination of a resident’s rental agreement. The use of any prescribed medication, over the counter drugs, and other controlled substances in an abusive manner is prohibited.

**Disruptive Behavior**
Behavior that intentionally or unintentionally creates an unsafe environment in the community or that poses a significant risk to the health or safety to any person, including oneself, or that damages university property or the property of others, is prohibited.

**Failure to Comply**
Failure to comply with, or interfering with, the legitimate directives or questions of University staff, law enforcement, or emergency personnel, identified as such, in the performance of their duties in the residential facilities, is prohibited. Such behavior includes, but is not limited to, not answering your room/suite/apartment door, providing false information, and failing to immediately produce one’s UCSD Campus Card upon request.

**Fire Safety**
UC San Diego has an extensive fire and life safety program. Learn about fire safety resources here. Additional tips are listed below.

**Alarms:** If the alarm goes off in your building leave your apartment immediately, locking the door behind you. Do not return to your apartment until it is declared “safe” by the fire department or UC San Diego Police.

**Decorative Candles & Open Flames:** Review UC San Diego’s policy on decorative candles and open flames here.

**Electricity:** All extension cords must have the following components: grounded with three wires; terminate in single receptacle; and/or sized adequately to handle load. Multi-tap adapters, “cube taps”, zip type extension cords, and similar devices are prohibited.

**Entrances and Exits:** Must be kept clear at all times. The staff may remove, without warning, items that pose a potential danger.

**Equipment:** Each apartment is equipped with a smoke detector. When active, the smoke detector alarm will sound in the apartment, and in most ARCH communities, at the UC San Diego Police station. If your smoke detector is activated, please notify the UC San Diego Police at 858.534.4327 (HELP) of the reason. Submit a maintenance request immediately for any defect, malfunction, or failure of such detector(s).

Hand-operated alarms (fire alarm pull stations) are located outside in the entryway or stairwell. If one of these alarms goes off, it sets the entire building into alarm, and all residents must vacate the building immediately. The fire department and/or the UC San Diego Police will respond, evaluate the situation, and reset the central alarm system. Do not return to your apartment until it is declared “safe” by the fire department or UC San Diego Police.
It is illegal to tamper with fire safety equipment. Violators may face criminal charges. Misuse of fire safety equipment, such as turning in false alarms, is against the law, and expenses incurred will be assessed to you. **Extinguishers:** Fire extinguishers are located throughout the buildings. Fire extinguishers are regularly inspected and kept in excellent working condition. The extinguishers provided will work for all types of fire. Instructions on fire extinguisher use are available [here](#). Please do not pour water on a grease or electrical fire. Use the fire extinguisher. In the event of a fire, call 911.

**Flammable or Corrosive Materials:** Review UC San Diego’s policy on flammable or corrosive materials [here](#).

**Halogen Lamps:** Halogen “torchiere” lamps equipped with a high intensity (up to 500-watt) tubular halogen bulb on top are prohibited.

**Hover boards:** Due to safety concerns following a number of reported Hover board’s fires, University of California is prohibiting the use, possession, or storage of Hover boards and similar devices containing lithium ion batteries on campus. Until the cause of these fires is fully understood and the risks have been mitigated, it is in the best interest of community safety that we prohibit these devices.

**Sprinklers and heat detectors:** Sprinklers and heat detectors are located outside of the elevators of OMS and in the apartments of Mesa, Rita and SGA. These alarm sensors will set off a central alarm warning when heat in these areas rises faster than normal or above the maximum setting. If the detectors are hit, the sprinkler system will be activated and an alarm will be sent to the UC San Diego Police and the fire department will respond. Please use caution when moving large items; and do not hang any items on the sprinklers.

**Gambling**

California State Law forbids the dealing, playing, conducting, betting on, and providing facilities for games involving cards, dice, and other devices for money, checks, credit, or other representation of monetary value on state property. As such, gambling in or around the residential facilities is illegal and thus prohibited.

**Guest(s)**

Short-term guests are welcome to stay with you in your apartment for a two week period. Extensions are granted in special circumstances. You may check out a courtesy key for your guest at the office. You will be held financially responsible and subject to disciplinary action for damages and/or violations of rules and regulations caused by your guest. Any individual staying in the apartment must be a short term guest or have been added as an additional resident on the rental agreement.

**Guns and Lethal Weapons**

State law prohibits firearms on all property belonging to the Regents of the University of California. You may not keep any firearm on the property, even if it is registered. Possession or discharge of BB guns, pellet guns, air guns, stun guns, slingshots, firecrackers, knives, M-80s, and lethal weapons in any form, including martial arts equipment, is prohibited. Other items or implements use aggressively or for violent purposes are prohibited and should be reported to the UCSD Police at 858.534.HELP (4357)

**Inspections**

There are occasions throughout the year when University Officials will need to enter your apartment to complete inspections. You will receive advance notice of these inspections via the newsletter, email and/or written notice of entry posted on your apartment door a minimum of 24 hours in advance. These inspections include annual safety inspections completed by the UC San Diego Office of Environment, Health and Safety, and inspections conducted by housing staff, including alarm, furnace, and patio/balcony inspections.

**Insurance**

The University and its employees/agents assume no responsibility for loss, theft, damage, or destruction to the resident’s personal property kept in the apartment or any other location on the premises from any cause whatsoever. Faculty and staff residing at LUDS are required to furnish proof of renters insurance.
Motorcycles/Mopeds/Scooters

Motorcycles, mopeds and gasoline-powered scooters are not permitted in buildings, under stairways or on patios/balconies. Designated motorcycle parking spaces are located within the ARCH communities.

Noise

Noise is always present in a housing community. Because one person’s symphony is another’s noise, it is necessary to be accommodating and courteous of apartment mates and neighbors. Communication and consideration are important. Quiet Hours are from 10:00 p.m. to 8:00 a.m. from Sunday through Thursday and 11:00 p.m. to 8:00 a.m. on Friday and Saturday. All other times are hours of consideration. During finals week please respect 24 hour quiet hours. Contact Campus Police at 858.534.HELP (4357) to report quiet hour violations. Campus Police will dispatch a Resident Security Officer (RSO) or a Campus Police officer to respond. The RSO will provide written documentation of the violation to the office. You may also contact the office to further discuss your concerns.

Patios, Balconies and Entryways

Patio/balcony guidelines were established to ensure the residents’ safety, maintain the building structures, prevent pest infestations, and to provide an aesthetically pleasing environment. The patio/balcony guidelines apply to patios, balconies, and entryways of the apartments. Because La Jolla del Sol is located within the La Jolla Colony Community Association, there are additional rules pertaining to patios and balconies. The guidelines include:

**Barbecues:** In accordance with EH&S policy, you may use barbecues that operate with LPG (liquefied petroleum gas, or propane), a UL-listed gas regulator, and burners in good working condition. Barbecues and fuel must be at least 10 feet away from buildings and any combustible materials; and located on the ground floor only. Barbecues cannot be stored inside living spaces, storage areas, or on balconies or patios within 10 feet of a building. Charcoal grills are not permitted anywhere on UC San Diego property.

**Decorations:** Decorative lighting may be displayed on patios/balconies throughout the year. Holes may not be made in walls, ceilings, or railings to attach the decorations.

**Flowers and plants:** Potted flowers and plants may sit on the patio if a pot liner is used; or sit on plant stands or shelves. Nothing may hang from ceilings, walls, or patio/balcony walls and railings.

**Furniture:** Well-maintained patio furniture, including plastic, wooden, metal, and wrought iron tables and chairs, and patio umbrellas, are permitted on the patios/balconies. Upholstered furniture, futons, and mattresses are not permitted.

**Toys:** Children’s plastic picnic tables, chairs and other large toys may be kept on the patio/balcony. All other children’s toys must be stored inside.

**Other:** For shade or privacy, install (on the inside of the railing and not above the railing) dark-colored mesh screening or dark-colored plastic lattice. You are permitted to hang items on the inside of your apartment windows. Bicycles, brooms, light weight exercise equipment, mops, shoes, small storage shed/container, and surf boards may be kept on the patio/balcony.

If an item is not listed above as permitted, then it may not be kept on the patio/balcony. These items, include but are not limited to bamboo, boxes, cat litters, clothing racks (left out overnight), garbage cans, hammocks, recycling items, screening or shades, and surf boards are not permitted. Nothing may hang from ceilings, walls, or patio/balcony walls and railings. Storage of personal belongings/items in parking spaces, balconies, building stairwells, landings, hallways, etc., is prohibited and such items will be removed. You may not store any flammable items, including but not limited to, gasoline, propane, paint, paint thinner, and kerosene.

Pets

Pets are prohibited at LJDS without prior written consent of the university. The University will approve a combination of two indoor cats, caged birds, and fish in aquariums with a 30 gallon or less capacity. Dogs are not allowed except as service animals or University approved support/therapy animals. If a resident is found to have a
dog without prior written consent of the University, the resident will be served a “Notice to Perform Covenant or Quit” to remove the dog. If the resident does not comply, the rental agreement will be terminated. A signed pet addendum and a $250 pet deposit will be required for a maximum of 2 indoor cats. Pets are not allowed on the lawns, landscaped areas, or parking areas. Pets must be kept inside the apartment at all times and under the control of a responsible person. Refer to the pet addendum for additional guidelines.

**Skateboards and Skating Devices**

Skateboarding and skating in a reckless, disruptive, or unsafe manner is prohibited, and is defined as follows:

1. Riding and skating at excessive speed and/or performing or practicing stunts; causing noise which disrupts people; riding with undue regard for the safety of others; or riding in a manner that causes damage to UC San Diego property and landscaping; and

2. Riding and skating in all building interiors, parking garage, stairways, carports, landings, hallways, access ramps, retaining walls, seat walls, benches, railings or similar architectural features; and

3. Continuous riding and skating in any location; and

4. Jumping or sliding on railings whether or not their skates are equipped with rail guards. Skateboarding is not permitted within the boundaries of the Warren Housing complex, where the Single Graduate Apartments are located.

**Smoking**

Effective September 1, 2013, smoke and tobacco use will be prohibited everywhere on campus and at properties owned and leased by UC San Diego, including but not limited to LJDS.

**Solicitation**

Soliciting of any kind by anyone, including residents, is not permitted. Operating a business from an apartment is also prohibited. Report any solicitors to UC San Diego Campus Police immediately at 858.534.4357 (HELP).