

Living In One Neighborhood Guide



PENNSTATE.





This handbook is for informational purposes only and should never be used as a substitute for individualized counseling or legal advice from an attorney or other qualified professionals. Information contained in this guide does not constitute legal advice. Please note that laws and ordinances discussed herein can change or be amended due to subsequent court decisions or other legislation at anytime, and therefore it is the responsibility of an individual(s) to seek out updated information as needed.

The on-campus and off-campus community involvement opportunities and resources mentioned in this guide are managed by various student organizations and social agencies.

Contributing Authors

The following authors assisted in creating the LION Guide and assuring its relevance and accuracy for the State College community.

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State College Borough Department of Public Works

Penn State Student Affairs Administration

Penn State University Police & Public Safety

State College Police Department

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College Heights Neighborhood Association

Donna Queeney, President

College West Association

Ginny Chuba, President

Greentree Association

Susan Rogacs, President

Highlands Civic Association

Susan Venegoni, President

Holmes-Foster Neighborhood Association

Ron Madrid, President

State College South Association

Elaine Prestia, Acting President

Tusseyview Neighborhood Association

Sally Lenker, President

Vallamont Neighborhood Association

Jasmine Ruback, President

Request additional information about the neighborhood associations by phone at 814.234.7110 or *via* engage@statecollegepa.us.

First Steps

We're here to help.

This guide is designed to help you make a successful transition from your current location to the State College community. This guide aims to provide the basic information to secure housing in the State College Borough and encourages you to consider options before signing a lease or any other contract.

Additionally, you will learn about city codes and ordinances that must be followed in the State College community. Helpful tips on how to get involved in the community, being a good neighbor, roommate options, public services, responsible celebratory gatherings and much more are provided for you as you begin to take your first steps to moving into the State College community.

Ordinances and Laws

Roommates

Budget

Transportation

Utility bills

Safety

Neighborhoods

Housing Options

Party Smart

Residents

State College Community

Resources

Engagement

Deciding on Housing Options

Ask questions to help narrow your list of options.

1 LOCATION

- Will you walk, bike or drive to work or campus?

Psst! Check here:

www.walkscore.com/PA/State_College

- How long will it take to travel to work or campus?
- Is it close to a CATA bus stop?
- What is the cost of parking a car?
- Are there amenities or stores nearby (pharmacy, grocery store, restaurants, laundry)?



2 SAFETY

- Are the windows in good condition and lockable?
- Are there working smoke/carbon monoxide alarms?
- When were the locks last changed?

3 RESPONSIBILITIES

- Is there a snow shoveling service provided, or will you be responsible for shoveling snow?
- Is there a lawn service, or will you be mowing the lawn?
- Who is responsible for maintenance? Will you have to make your own repairs?

BEWARE OF RENTAL SCAMS!

- Always ask for references
- Research the landlord: check Better Business Bureau, Yelp, and other online resources
- Ask landlord to present a copy of their rental permit
- Beware of requests for unusual methods of payment

4 Expenses

Do you know...

How much is the rent?

What is not included in the rent?

Who is responsible for paying utilities, cable and internet?

What is your total yearly cost, including rent, nonrefundable fees and utilities?

What are the late fees if you do not pay your rent on time?

If you own a pet, what is the pet policy?

5 Checklist for Walk-Through Before Signing

Interior considerations

- Is the unit furnished?
- Are laundry facilities provided?
- Do kitchen appliances work?
- Are smoke and carbon monoxide alarms in place and working?
- Is there any evidence of pests?
- Are the ceilings and walls in good condition?
- Is the carpet/floor clean?
- Will your furniture fit through the front door?

Exterior considerations

- What type of parking is available - garage or street parking?
- Inside the apartment, can you hear people above or below you?
- Is there nearby and sufficient lighting outside the entrance?
- Are there any tripping hazards in front of doorway area?

Penn State Resources:

For students transitioning to the State College community

Off-Campus Housing Fair: Ask questions, seek out information and learn about local living options at the annual housing fair held in the HUB every fall and spring semester.

230 HUB-Robeson Center
offcampus@psu.edu
814.865.2346

Off-Campus Living Workshops: Offered to help students better understand their rights and obligations as a tenant before they sign a lease. All information about off-campus resources can be found at:

studentaffairs.psu.edu/offcampus

Change-of-Campus Welcome and Transfer Student

Orientation: Offered through the New Student and Transition Office to highlight information and resources available at University Park and State College.

814.865.2578
orientation@psu.edu
@PennStateSOTP

Off-Campus Student Union

221B HUB-Robeson Center
ocsu.psu.edu@gmail.com
www.ocsu.psu.edu

Penn State and Community Resources for Roommate Conflict

Penn State Office of Student Conduct: Provides free mediation services for student to student conflict.

120 Boucke Building
www.studentaffairs.psu.edu/conduct
814.863.0342

Center for Alternatives in Community Justice (CACJ):

Provides mediation services at a cost for all community residents.

411 S. Burrowes Street
State College
www.cacj.us/mediation_services
814.234.1059

Considerations:

For owner-occupied or future homeowner residents

State College Borough Resources

Centre Tax Agency: Provides tax collection services for municipalities and school districts within the Centre County Tax Collection District (TCD).

814.234.7120
www.statecollegepa.us/cta

Community & Housing Development: Provides affordable housing opportunities for Borough residents.

814.234.7109

Centre County Affordable Housing Coalition: Informs the community of the value, need and availability of affordable housing for all residents.

814.380.9311
c Affordablehousingcoalition@gmail.com
PO Box 499
Lemont, PA 16851

State College Land Trust: A non-profit housing assistance organization.

814.867.0656
www.scclandtrust.org

First Time Home Buyer Program:

Provides financial assistance to families with an income that is below 120% of the median income for State College.

814.234.7109
planningdept@statecollegepa.us

Temporary Housing Foundation:

also known as Housing Transitions, Inc. — dedicated to a mission of providing affordable housing options to Centre County families.

814.237.5508
www.housingtransitions.com

Leases

1 Legal Terms To Know

Civil — Non-criminal legal matters generally relating to the rights of private individuals. Most housing disputes are handled in civil courts rather than criminal courts.

Constructive Eviction — Takes place when a landlord makes a property uninhabitable or unusable for the original lease purposes in which the lease was signed. Get legal advice before moving out on the basis of conditions you do not like. The situation must meet certain requirements, and there are specific steps that you must take.

Mitigate — Minimize, reduce . For example: when a lease is broken, the parties have a duty to try to minimize the damages.

Default — Failure to fulfill a legal obligation, such as making a required appearance in court or paying the agreed upon rent amounts.

Liability — Who can be forced to pay for what.

Joint and Several Liability — When everyone is on the hook for everything.

Individual Rent Liability — Each tenant is individually responsible for paying only his/her portion of the rent.

Leases are legally binding documents and should be read carefully before signing.

Oral leases may be legally binding, but they are harder to prove in court.

Always put your lease in writing!

The written agreement protects you and the landlord by defining rental terms, rules and expectations.

2 Terminating Your Lease Early

- Tenants are legally responsible for rent until the premise is re-rented or the lease has expired
- A voluntary early termination of the lease can occur at any time if the landlord and tenant mutually agree to such termination
- Early termination isn't always an option. If you have to move out before the expiration of your lease, you could either continue to pay rent or work out a sublease agreement, if allowed
- If you break your lease early, finding a replacement tenant can help mitigate your damages. The landlord may have a duty to try to find a new tenant
- It is strongly recommended that you seek legal advice before pursuing early termination of your lease

3 Assignments and Subleasing

Generally, there are two types of sublets or agreements – Assignment and Sublease.

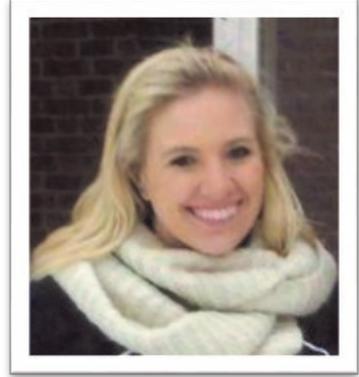
Assignment: Under an assignment, the new tenant pays rent to, and deals directly with, the landlord. Be aware that if the new tenant leaves or refuses to pay rent, the landlord can sue both the original tenant (you) and new tenant for damages.

Sublease: In a sublease, the original tenant becomes a landlord to the subtenant. The subtenant pays rent to the original tenant who then forwards it to the landlord. Again, the original tenant is still responsible to the landlord if the subtenant breaches the lease.



4 Steps to Subleasing

1. Check with your landlord to make sure subletting is an option.
2. If you have roommates, discuss the idea of subletting with them.
3. Make a sublet posting on studentaffairs.psu.edu/offcampus/login.asp and your rental company's website. Social media is also a popular way to find subtenants.
4. Interview potential candidates to make sure they are serious about subletting and will pay the rent while you are away.
5. You and your subtenant must fill out a sublease agreement that states the terms of the sublease. Your landlord may be able to provide you with a pre-drafted sublet agreement.
6. Before the subtenant moves in, take photos or have your landlord do a walk through to confirm that you are leaving the apartment in good condition. Keep in mind that you are still liable to the landlord for any damages by the subtenant — you would have to be reimbursed by the subtenant.



“Subleasing was pretty easy because I found a sublesser through a mutual Facebook group. The only difficult part was dealing with the landlord because they didn't really know how to deal with the subleasing paperwork and no one was on the same page – we stayed patient and worked it out.”

Gemma Cerutti
Communications Sciences and
Disorders, Senior

Remember:

Finding a subtenant can be a long process! Start looking for a subtenant as early as possible so you have plenty of time to find someone.

Penn State and Community Resources

Seeking consultation on lease termination and assignments/subleases.

Penn State Student Legal Services provides free legal advice and information on leases for Penn State students. Drop in hours are available on website.

222 Boucke Building
University Park campus
www.studentaffairs.psu.edu/legalservices/

Center for Alternatives in Community Justice (CACJ) provides mediation services at a cost for all community residents.

411 S. Burrowes Street
State College, PA 16801
www.cacj.us/mediation_services
814.234.1059

U.S. Department of Housing and Urban Development provides information on the following:

1. Rights and Responsibilities
2. Tenant Services and Opportunities

<http://portal.hud.gov/hudportal/HUD?src=/groups/tenant>

Seeking information on general housing matters.

MidPenn Legal Services provides equal access to justice and high quality civil legal services to low-income residents and survivors of domestic violence in Central Pennsylvania.

3500 E. College Avenue
Suite 1295
State College, PA 16801
814.238.4958
www.midpenn.org/resources.htm

The More You Know...

Getting evicted is NOT a clever way to get out of your lease. If you get evicted, that eviction goes on your credit record and may make it more difficult for you to rent or get credit in the future.

In addition, you may still be responsible for paying rent to the landlord until the end of the lease, even if the landlord can re-rent the property!

Moving In and Moving Out

Moving in to your new place can be an exciting, yet stressful at times. Invite your roommate, friends or family to help with packing and moving.



“Senior year, I had a lot of troubling moving myself into my apartment. My parents did not make the trip to State College with me that year, which meant I had to move all of my stuff from the car to my sixth floor apartment with very little help, and parking was a nightmare. Luckily, my roommate was nice enough to help me move all my stuff in. Together it took us awhile, but we worked together and made a number of trips up and down the building.”

Julie Bacanskas
Public Relations, Senior

The Moving In section of this guide will offer information on tips to consider, and resources available for your transition either into or out of the State College community.

1 Move-in Day

Inspect the home/apartment to observe the condition of:

- Appliances (refrigerator, stove, washer, dryer and heating unit)
- Furniture
- Windows
- Interior and exterior doors and knob handles
- Kitchen and bathroom cabinets, shelves, and drawers
- Kitchen and bathroom sinks (knob handles)
- Ceiling fans
- Kitchen, living room, bathroom, and bedroom flooring

Check to confirm included utilities work properly:

- Water
- Electricity
- Heat
- Cable
- Internet

Take pictures before you move in. Document proof of the pre-existing conditions.

Confirm or comply with the following housing standards:

- Carbon monoxide alarms are required near sleeping rooms where fossil or solid fuel appliances are utilized
- Functioning smoke alarms are required in basements, each sleeping room and on each additional story
- Plumbing and fixtures must be in the vicinity of sleeping rooms, free of leaks
- Screens must be in working condition and in at least one window in every habitable room
- All bathrooms must have an exhaust fan or an operable window

Contact **Centre Region Code Administration** to learn more about housing codes and standards.

**2643 Gateway Drive
State College, PA 16801**

**814.238.CODE
www.centreregioncode.org**

Your 'To-Do' list may include...

Change Your Address

To update your address through the **post office**, you can log onto usps.com/moversguide. You can fill the form out online and mail it in, or go to your local post office and submit it directly.

Register To Vote

All State College residents have the right to register and vote in the town they live in.

Visit votespa.com for more information.

Explore Internet, Telephone and Cable Options

Contact your preferred service provider to request service. Consider asking your neighbor, landlord or the previous homeowners for service carrier options.

Update your Driver's License

Visit the Department of Motor Vehicles (DMV) to update your license or apply for a new one.

800.932.4600

www.local.dmv.org

Get involved and connected!

The Community Engagement section will offer you tips and ideas on how to get involved and connected.

3 Know the Different Types of Collection

Red Curbside Bin: A bin to put your daily recyclable materials into that will be collected from your curb.



Blue Toters: Found near dumpsters, these bigger bins provide a space for a large number of people to put their recyclable materials.

Red Recycling Drop-off

Container: If you do not have access to the above, bring your recyclables to a drop off location.

Hamilton Shopping Center located at 210 West Hamilton Ave is a close drop-off center.



For bulk and brush items (appliances, furniture, etc.) you need to schedule a collection pick-up time.

To do this, call the State College Borough at 814.234.7135 or submit a service request form online at www.statecollegepa.us/requesttracker.aspx.

Refuse containers and recycling bins must be removed from the street on the day of collection.

Residents failing to remove the containers and bins are subject to a fine.

When moving out, consider donating items you do not want to take with you or you no longer want or need!

Organics Recycling

State College Borough has an organics recycling program. Here's what you need to know:

- Composting is a natural form of recycling.
- Food and yard waste makes up approximately 34% of the waste stream in the U.S.
- Each resident receives a cart for curbside organic waste collection, and a small bucket to collect indoors.
- Residents fill the bucket with food and yard waste and empty into the curbside cart for weekly pickup, just like regular waste.
- Clean your collection bin regularly. With a weekly collection, odors shouldn't be an issue.

Call 814.234.7140 for more info on the program, or check the Borough website's program page — bit.ly/1JlxvVM



#ThreeReasons to recycle

1. Over 75% of waste is recyclable, but we only recycle about 30% of it.
2. Pennsylvania Act 101 mandates recycling—you're required to do it by law!
3. Recycling saves the Borough money, which allows it to put money toward more community activity!

4 Who is Responsible for Garbage Service?

For Renter or Tenant

Learn who is responsible—*you or your landlord*, for managing garbage services—also known as refuse collection.

Contact your landlord or the State College Borough for information or to verify your level of responsibility. Property owners are typically responsible for setting up refuse and recycling collection.

Tip **Mark** your calendar or set a phone reminder to remind you the day your recycling and collection materials must be ready for pick-up.

Remember collection services begin at 7AM.



“The trash bins at my apartment were always filling up too quickly and overflowing. I contacted my landlord about it, and they were able to add an extra bin that prevented overflow between pickups.”

Amy Hopf
Marketing, Senior

5 Be Part of Curbside Recycling

The items listed below are recyclable. For **more information** on **what can and cannot be recycled**, visit:

www.centrecountyrecycles.org

Containers

Includes small neck plastic, glass bottles, jars, aluminum/steel cans and foil

No plastic butter tubs, cups, yogurt containers or plastic bags

No glass or ceramic dishes, light bulbs, mirrors or vases will be accepted

No scrap metal or pots/pans will be accepted

REMEMBER to rinse containers before recycling!

Paper and Paperboard

Includes bagged or tied newspapers/newspaper inserts, magazines, catalogs and office paper. Keep paperboard, like cereal boxes and clothing boxes, separate

No plastic newspaper bags, or wet or yellowed paper

Cardboard

Includes packing boxes, mailing boxes or anything with corrugation. *Breakdown corrugated boxes, then recycle!*

What's corrugated? →



No oily or wet cardboard will be accepted

No paperboard, like cereal boxes, clothing boxes, greeting cards, tissue paper, shoe boxes or egg cartons

Managing A Budget



Paying your bills on time requires both planning and money. Before heading into any housing arrangement, you should know how much it will cost.

You will need money for utilities, transportation, food, furniture, etc. Prepare a budget and plan ahead of time.

Credit Cards

1 Check your financial status: do you know....

1. What a credit score is and how it is used?
2. What an annual fee is?
3. What an **APR** (Annual Percentage Rate) is?
4. What interest is and how it works?

If you answered “**No**” to at least one of these questions, you should consider contacting community resources before getting a credit card. Go to page 23 and begin contacting resources.

If you answered “**Yes**” to at least one of these questions, consider yourself in a good position to flip to page 23 to begin contacting resources.



2 Penn State and Community Financial Resources

Penn State:

Student Financial Services

108 Shields Building
Penn State University
814.865.0461

Penn State Extension is committed to providing high-quality information and programs designed to facilitate positive behavior changes.

extension.psu.edu

LionCash+

An online, prepaid flexible account that makes on- and off-campus purchases safe and secure.

Receive discounts with your LION Cash Plus card

www.idcard.psu.edu



Community:

Interfaith Human Services offers programs and assistance to help with fuel, rental and utility assistance, money management, budget and many other helpful programs. Check out their website for a full list.

2100 E College Avenue
State College, PA 16801
814.234.7731
www.ihs-centrecounty.org/

Consumer Credit Counseling Service

129 Rolling Ridge Drive
State College, PA, 16801
814.238.3668

Holiday Financial Services

1050-1 Benner Pike
State College, PA 16801
814.231.5252

Financial Abundance

2134 Sandy Drive, Suite 1
State College, PA 16803
814.867.5745

Being a Good Neighbor

1 Neighbor Etiquette

Introduce yourself!

Visit your neighbor to say “Hello!” Engage in conversation. Grow the relationship throughout the year; you never know when you may need the assistance of a neighbor!

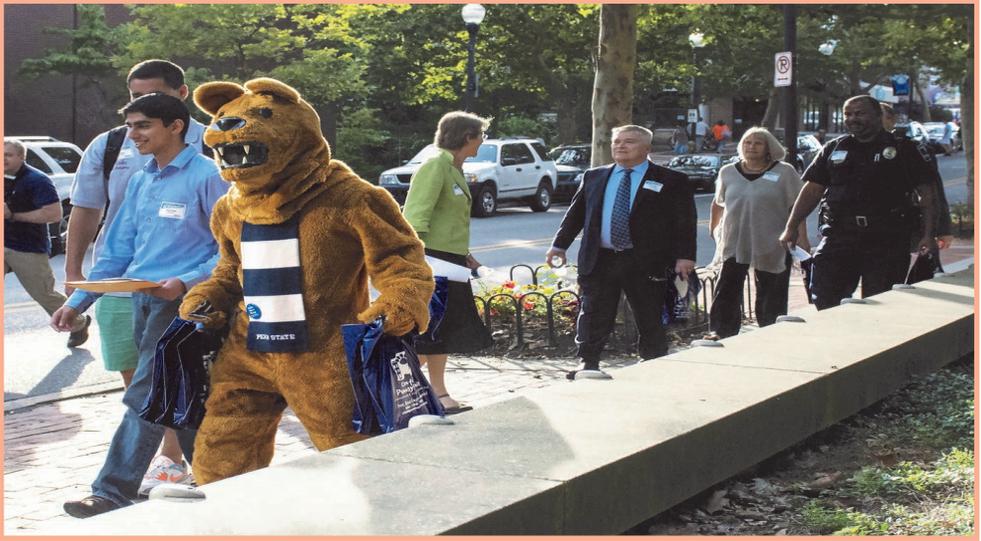
Diversity within our neighborhoods!

The State College Neighborhoods are diverse with families raising children, young professionals, student-residents and senior citizens.

Quality of life is a priority!

You and your neighbor may have similar needs but manage your priorities and responsibilities differently. Build a relationship to better understand how you and your neighbor may work together to offer a high quality of life for each other and for all neighborhood residents.





LION Walk

Living In One Neighborhood—LION Walk involves the Nittany Lion, the Penn State President, the Mayor and other great community members who walk the neighborhood to visit residents in the community to encourage our residents to be good neighbors.

“As a long-term resident, I chose to live in downtown State College because I love convenience and feeling of community here. My dog Baxter loves long walks in the morning on College Avenue. Because I’m so close to where most students live, I can ask a student or neighbor to stop by my apartment to walk Baxter if I have to stay late for work, which is a huge relief for me!”

Dina Liberatore

Assistant Director, Office of Fraternity and Sorority Life
Borough Resident



2 Add these important contacts to your phone:

911

Neighbor’s email or cell number

Police— non-emergency number 1.800.479.0050

State College Parking Office 814.278.4769

Health & Neighborhood Services 814.234.7191

Community Engagement Office 814.234.7110

Centre Region Code Administration 814.238.CODE

Taxis to store in your phone...

AA Taxis Inc.

814.231.8294

Taxi By Handy Delivery

814.355.5555

Nittany Taxi

814.867.4646

Happy Valley RIDE

814.237.7433

Golden Taxi LLC

814.355.2000

3 Discuss expectations with roomies BEFORE the party—create a plan!

Notify your neighbors! Let your neighbors know you will be having a party in advance and give them the cell phone number of the sober host. This simple task gives your neighbor a way to contact you directly about problems he or she may have.



Elect a sober host. The sober person will be in charge of controlling music volume, access to the party and to address any interactions with neighbors or police.

Keep the party size reasonable. Avoid breaking capacity rules and avoid disturbing neighbors. Guest lists are a good way to keep the party size to a minimum. Unwanted party guests' actions can affect whether or not you get a fine. You can even be fined just for having too many people at your place.

Clean up. After your party is over, make sure to immediately clean up any trash that may have been left behind by you or your party guests. Follow up the next day with your neighbors to see how they felt about the party.

Helpful Party Tips

What to know before you throw a party?

Read and remember the

Property Nuisance Ordinance

Tenants that are cited for noise, refuse, snow on sidewalks, grass and for many other violations may be evicted from their home if the landlord loses their rental permit because too many citations are issued to a resident.

How many points does your home already have? Visit the Borough's website to find out how many points are assigned:

www.statecollegepa.us/documentcenter/view/639

Learn more — bit.ly/RentalHousingInfo

Contact the Division of Health and Neighborhood Services with questions via phone at 814.234.7191.

The **Neighborhood Enforcement Alcohol Team (NEAT)** is a team of State College and Penn State University police officers patrolling together in the three edge neighborhoods.

If the NEAT officers get notified that you will be having a party, or observe a party that may be held, they will stop by and provide helpful tips on how to keep the party under control.

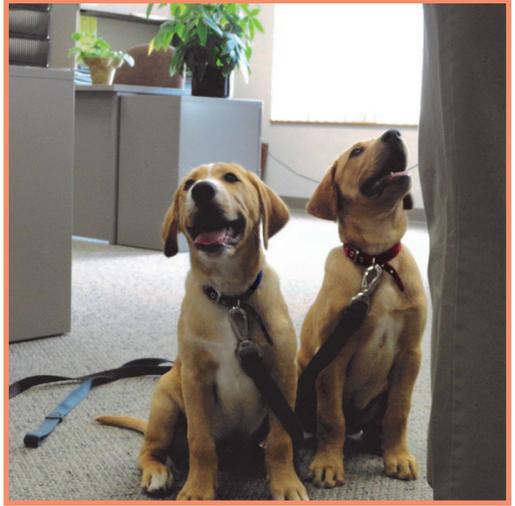


This conversation counts as a warning and should be taken seriously by all party hosts. If police return to your residence, there is a high chance of receiving a fine.

4 Want a Pet?

“Oh, you’re thinking about getting a pet?”

- What does your lease note about pets?
- Did you know you could be fined for a barking dog?
- Do you have enough free time to properly care for a pet?
- Do you have enough money to properly care for a pet?
- Are dogs allowed to run free in State College?



#ThreeReasons to know about pet ownership:

1. Dogs over three months of age are required to be licensed by January 1 of each year (fees involved!)
2. All dogs are required to have current rabies vaccination.
3. If you don’t know and abide by pet laws and requirements, your animal could be taken away.

Contact the **Division of Health and Neighborhood Services** to understand the local pet laws to avoid fines.

243 South Allen Street, Rm 221
State College, PA 16801
814.234.7191

5 Diversity Resources on Campus

Campus Resources:

Paul Robeson Cultural Center

21 HUB-Robeson Center
814.865.3776

Multicultural Resource Center

220 Grange Building
814.865.1773

Center for Women Students

204 Boucke Building
814.863.2027

LGBTQA Student Resource Center

101 Boucke Building
814.863.1248

Office for Disability Services

116 Boucke Building
814.863.1807

Adult Learner Programs & Services

210 Boucke Building
814.863.7378

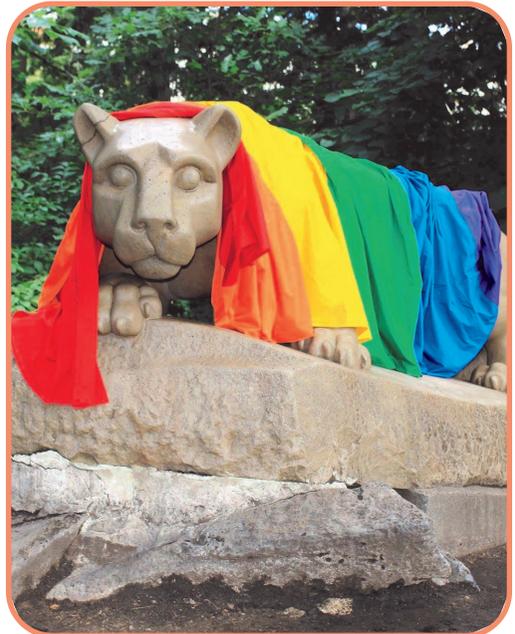
Get involved on campus!

There are always activities, events and other ways to connect with our diverse communities here in State College and on-campus.

Join a student organization, hang out in a student resource center or attend an annual multicultural celebration in the community.

For information on University offices and student organizations, please visit:

www.studentaffairs.psu.edu



6 Unity in the Community



Community Resources:

Community Diversity Group

814.865.6614

communitydiversitygroup.com

Global Connections

814.863.3927

www.gc-cc.org

Mid-State Literacy Council

814.238.1809

Mid-stateliteracycouncil.org

Campus & Community Events:

- Central Pennsylvania Festival of the Arts arts-festival.com
- Community Diversity Conference communitydiversitygroup.com
- Penn State National Coming Out Week studentaffairs.psu.edu/lgbtqa
- Penn State Pride Week studentaffairs.psu.edu/lgbtqa
- State College Community Resource Fair www.statecollege.pa.us
- Passport on a Plate gc-cc.org/passport-on-a-plate
- International Children's Festival gc-cc.org/events/childrens-festival
- Women's International Night gc-cc.org/events/win
- Taste of the Town www.ccunitedway.org
- Martin Luther King Jr. Commemoration comm.psu.edu/current/multi

SPA

FREE CONCERTS
FREE LECTURES
FREE NOVELTY
FREE COMEDY

The Student Programming
Association plans
FREE EVENTS
for your entertainment

You Decide, We Provide



@psu_spa



/PSU.SPA



spa.psu.edu





JOIN THE CLUB

Collegiate 4-H!

Become involved with this awesome club! We are a service organization with great leadership opportunities! We have the same core values as youth 4-H, (better thinking, greater loyalty, larger service and health to better living) but we put a ‘college twist’ on it! We have:

- SNACKS!
- GAME NIGHTS!
- BBQ!
- 5K!
- CRAFT NIGHT!
- SERVICE!
- AND MUCH MORE!

Borough Codes and Ordinances



1 Tenant Notification

The property owner or person-in-charge of the dwelling is required to notify all tenants annually of State College Borough ordinance rules. Any questions regarding tenant notification should be directed to the Division of Health and Neighborhood Services at 814.234.7191.

2 Occupancy Limit

Occupancy limit is a concern for individuals living in one- and two-family rental units. For these units, occupancy regulations limit the number of occupants to three unrelated persons per unit. Exceptions to this rule exist, but have to be specifically designated as such by the Zoning Officer.

Any questions regarding occupancy in one- and two-family rental units should be directed to the Zoning Officer at 814.234.7109.

In all other rental units, occupancy is based on the size of the unit. Questions regarding other rental units should be directed to the Code Administration Department at 814.238.CODE.

3 Rental Housing Permit Suspension

When renting a property in State College, you need to acquire a rental permit. These permits may be suspended when tenants or their guests cause a neighborhood nuisance by continually violating ordinances or laws. When a permit is suspended all tenants must vacate the property and cannot return until the suspension period ends. Questions regarding permit suspension should be directed to the Division of Health and Neighborhood Services at 814.234.7191.

4 Fire Extinguishers

Every rental unit is required to have a 2.5 pound ABC portable fire extinguisher. It should be placed in the kitchen area of the unit and be no higher than five feet from the floor to the top of the extinguisher. The fire extinguisher should be inspected annually and located away from the stove in non-sprinklered apartment buildings, a 5-pound ABC fire extinguisher should be placed in hallways. Questions regarding fire extinguishers should be directed to the Centre Region Code Administration at 814.238.CODE.

5 Carbon Monoxide Alarms

Carbon monoxide alarms are required where fossil fuel or solid fuel is used. Questions regarding carbon monoxide alarms should be directed to the Centre Region Code Administration at 814.238.CODE.

6 Smoke Alarms

Smoke alarms are required to be located in and adjacent to all bedrooms. Smoke alarms should be installed on all floors in a rental unit. All alarms need to be interconnected so that when one alarm goes off, they all go off. Questions: Centre Region Code Administration at 814.238.CODE.

7 Fire Safety Certification

Upon move-in, tenants sign a fire safety certification. Signing this form confirms that all smoke alarms, carbon monoxide alarms and fire extinguishers are in working order. Don't just sign the certification. Check all your alarms before move-in to make sure they are in working order!

8 Recycling

It is required by state law that residents recycle certain materials. Be aware of this law so you do not incur fines in the future. Questions regarding recycling should be directed to the Division of Health and Neighborhood Services at 814.234.7191. Be sure to see the refuse/recycling section of this guide for more information on what can/cannot be recycled!

9 Refuse

All refuse needs to be stored in the appropriate containers. Properties should not be filled with accumulated refuse and will be fined with failure to abide. After a party, make sure to clean up and throw away any garbage immediately. As the host, you are responsible for any refuse that accumulates. Questions regarding refuse should be directed to the Public Works Department at 814.234.7135.



10 Dogs

All dogs need to be licensed annually and receive a rabies shot every 3 years. Dogs are not allowed to run free and need to be on a leash when off of the owner's property. Remember, always pick up after your dog! There is a barking ordinance to be aware of that needs to be followed.

Dog licenses may be obtained from the Centre County Treasurer's Office year round and at the State College Municipal Building from January to October.

Dog bites must be reported to the State College Division of Health and Neighborhood Services at 814.234.7191 or the State College Police Department at 814.234.7150. It is important to report dog bites as soon as possible so that the animal can be quarantined for observation.



11 Weeds and Grass

Weeds and grass should not exceed 6 inches in height or produce pollen. The ordinance includes all non-woody vegetation except garden vegetables and cultivated flowers. Both property owners and occupants are responsible for following this ordinance.

For the first violation, a warning will be issued. Every violation after that will result in a \$50 fine. After the third violation, the Borough may make arrangements to cut your weeds/grass and will bill the property owner for the costs. Self reported violations will not help you avoid nuisance property points. Questions regarding weeds and grass should be directed to the Division of Health and Neighborhood Services at 814.234.7191.

12 Lawn Parking

You are not allowed to park any motor vehicle on any lawn, landscaped area or unauthorized parking area. Questions regarding lawn parking violations should be directed to the Parking Department at 814.278.4769.

Questions regarding the number of spaces and authorized areas should be directed to the Zoning Officer at 814.234.7109.



13 Snow Removal

All snow and ice must be removed from sidewalks and sidewalk corners at intersections within 24 hours after snow stops falling. This allows for the safe travel of all residents. If sidewalks are not cleared after 24 hours, fines may be issued against the property owner and the Borough may make arrangements for the sidewalks to be cleared at the owner's expense.

Before breaks, make sure to talk to a neighbor or friend who can take care of your home while you are away. Self reported violations will not help you avoid nuisance property points. Questions regarding snow removal should be directed to the Division of Health and Neighborhood Services at 814.234.7191.

14 Excessive Noise

The State College Police Department is in charge of enforcing laws that regulate excessive noise.

General rule to live by: If loud noises can be heard past your property line, it is too loud and needs to be turned down. If this ordinance is violated, you may incur a fine. Questions regarding excessive noise should be directed to the Police Department at 814.234.7150.

15 Furniture

Couches, recliners and other furniture generally found inside a home are not allowed on porches or outside. Bulk items for refuse are collected on Monday each week or by appointment, unless there is a holiday. To schedule a pickup call 814.234.7135 or submit a service request form online at www.statecollegepa.us/requesttracker.aspx

16 Roof Occupancy

Sunbathing, sitting, partying or other activities on rooftops are not permitted.

17 Fair Housing

This ordinance prohibits discrimination in housing and public accommodations. You cannot be discriminated against because of your:

- Race
- Color
- Religion
- Age
- Ancestry
- National origin
- Place of birth
- Sex
- Sexual orientation
- Gender identity or expression
- Source of income
- Disability or handicap
- Presence of a service or support animal
- Pregnancy
- Birth of a child
- Marital or familial status

Questions regarding Fair Housing should be directed to the Department of Planning and Community Development at 814.234.7140.

Safety



1 Walking

- Avoid walking alone at night
- Use well-lit travel routes
- When walking to your vehicle or residence, have your keys ready in hand
- Be aware of your surroundings
- When being dropped off by taxi or private vehicle, ask the driver to wait until you get inside
- If you feel unsafe walking alone at night call 814.865.WALK.
Safe Walk Service is available 24/7.



“I was walking downtown late at night alone and this group of drunk guys were yelling things at me. Another guy behind me started shouting at them to stop and asked me if I needed someone to walk me all the way home. Even though I said no to his offer, it made me feel safe that there were still kind and genuine people around town that are willing to help others when in trouble and alone.”

Alicia Joseph
Rehabilitation & Human Services, Senior

2 Safety in Your Home

- Lock your doors and windows
- Store emergency numbers in your phone
- Know your neighbors
- Do not leave keys in hiding places accessible to strangers



3 Leaving for Vacation?

Consider doing the following...

- Notify neighbors you trust of your vacation schedule
- Lock windows and doors before you leave
- Store valuables (jewelry, electronics, etc.) in a safe place
- Cancel your newspaper subscription while you are away
- Have the post office hold your mail while you are away

Fire Safety Tips



Housing Standards

Smoke alarms must be installed in each story of the dwelling, in all the bedrooms and in halls and areas that are in the immediate vicinity of the bedrooms.

Three main causes of fires:

1. Cooking
2. Candles
3. Smoking

Use caution when cooking, lighting candles and smoking (if smoking is allowed in your residence).

4 Fire Prevention

- Check smoke alarms every month to test batteries and confirm functionality
- **DO NOT** remove batteries from smoke alarms to prevent false alarms
- **DO NOT** hang clothing or other objects on sprinklers
- Prepare an escape plan and emergency exit with at least two ways out of every room

5 In Case of a Fire:

- Never ignore a fire alarm. Leave at once and close all doors behind you.
- Once you are out of harm's way call 911 immediately.
- Use the stairs. Do not take the elevator, and don't go back in.
- Test every door for heat. If a door feels hot or you see smoke seeping out, DO NOT OPEN IT.
- Crawl low in smoke.
- If possible, cover your mouth with a cloth to avoid inhaling of smoke and gases.
- If a fire starts while you are cooking, turn off the burner and put a lid over the burning pan or use the fire extinguisher. NEVER pour water on grease fires!
- If you are trapped in your home - do not panic. Close your door and seal off any cracks with wet towels. Call 9-1-1 when able and give your name, address and location. If possible, open a window for air & signal for help.

Things to Remember....

- Don't leave lit candles or incense unattended. Make sure candles aren't in the vicinity of anything flammable including drapes, posters or fabrics.
- Don't leave food unattended on the stove or in the microwave and make sure all burners are turned off when you are done using them.
- Make sure cigarettes are fully extinguished. When smoking (make sure it is allowed in your residence!) use a sturdy, non-tipping ashtray.
- Know how to use the fire extinguisher.

6 Penn State and Community Resources

- **911**
- Centre Life Link EMS **814.237.8163**
- Mount Nittany Medical Center **814.234.6110**
- Penn State University Police **814.863.1111**
- State College Police— non-emergency **1.800.479.0050**
- Penn State Escort Service **814.865.WALK (9255)**
- University Health Services **814.863.0774**
- Centre County Can Help **800.643.5432**
- Center for Women Students **814.234.5050**
www.studentaffairs.psu.edu/womenscenter
- Centre County Women’s Resource Center – ***www.ccwrc.org***
- Counseling and Psychological Center (CAPS)
www.studentaffairs.psu.edu/counseling
- List of Safety Resources — ***bit.ly/LIONSafetyResources***

Additional Tips for Safety

- Make sure the wattage of light bulbs match the wattage for the fixtures.
- Don’t run the dryer without a lint trap. Clean the lint trap regularly. If using a communal laundry room, clean lint trap before every use.
- Keep your electrical wiring in good condition. If you are renting, it is your landlord’s responsibility to keep wiring up to date.
- Keep flammable items at least three feet away from water heaters, heaters, furnaces and fireplaces (that includes furniture!).

Transportation



If you move off campus and you're not in walking distance, how will you get to class? We have the answers!

1 CATABUS

Is it possible to get around State College without a car?

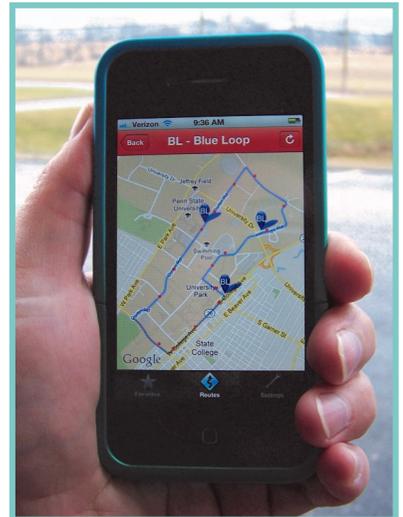
YES! By using the **CATABUS** system, you can get almost anywhere in town you need to go.

Check out routes, schedules, and fares at:

www.catabus.com, or



Download the *free* **CATABUS** app for easy access, available for iPhone and Android.



The same information is also available at realtime.catabus.com.



Campus Service

The campus service consists of four integrated routes – the **BLUE LOOP, WHITE LOOP, RED LINK** and **GREEN LINK**.

Late Night Service

The **Blue** and **White** Loops provide late night weekend service. Thursdays through Saturdays, the White Loop runs until **4:00 AM** and the Blue Loop runs until **2:30 AM**.

Make sure to check the schedule as CATA has a “reduced service” schedule for buses during Penn State breaks, holidays and summer. Community Service also runs late on the weekend at

Community Service

CATABUS Community Service consists of **23 different community bus routes**.

These routes provide service between Downtown State College, the Penn State Campus, Bellefonte, Pleasant Gap, suburban shopping centers, apartment complexes, residential areas, government offices and many other special points of interest.

Each one-way ride is \$1.75.

For many students living off-campus, route-specific passes may be provided by their apartment complex. Monthly CATA Bus passes can be purchased at the CATA Office.

2 Other Transportation Options:

CATACOMMUTE:

CATACOMMUTE is a group of CATA services that includes RideShare, Vanpool and Emergency Ride Home programs.

To learn more, visit catabus.com — there's a 'quick link' to CATACOMMUTE at the top of the page.

Walking: If your house or apartment is close to campus, walking can be a great way to get around the Penn State Campus and Downtown State College.

Taxis: Many Taxi companies operate within the State College region. On page 26 under Being a Good Neighbor, there is a list of taxis with their contact info.



“I lived relatively far away from campus my sophomore year, but the CATA bus routes that ran near my apartment that year made me feel a lot safer than walking home after a late night at the library.”

Mary Claire Doyle
Economics & HDFS, Senior

3 Biking

Many residents decide to use a bike as their preferred form of transportation around town. **Bicycles must be registered**, either on campus or in the State College Borough — **You can register your bike online for free.**

Penn State University Park Campus Bike Registration

To register your **bike with Penn State University**, visit www.transportation.psu.edu, and click on Alternative Transportation.

Permits must be picked up at the Parking Office (located in the Eisenhower Parking Deck) within 10 days of registration.

State College Borough Bike Registration

To register your **bike with State College Borough**, go to www.statecollegepa.us and click the Bicycle Registration form under Forms in Online Services or visit the State College Police Department.



CATA & Bikes:

Working Together

All CATA buses are equipped with bike racks that hold as many as three bicycles. More information on how to properly load and unload a bike can be found at:

[www.catabus.com/
HowToVideos/BikeRacks/
index.html](http://www.catabus.com/HowToVideos/BikeRacks/index.html)

4 Penn State University Park Campus Parking

Visiting Penn State may require pre-planning! There are many options when parking on campus:

1. Hourly parking
2. One-day parking permits
3. Overnight parking
4. Weekend parking
5. Event parking
6. Meters and multi-space pay stations

Learn about all these options at: bit.ly/OnCampusParking

#ThreeReasons to know about on-campus parking:

1. There are many different **policies** depending on where you are parking: save confusion and **read up!**
2. **Park only** in lots where your **permit is valid.**
3. **Display your permit** at all times—it could save you money.

Penn State University Campus Parking Office

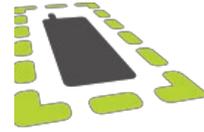
1 Eisenhower Parking Deck
University Park, PA 16802
814.865.1436
parking@psu.edu

Send an email to L-PSUPARK@LISTS.CAC.PSU.EDU to sign up for the Parking Office's update listserv.

5 Downtown State College Parking

There are many parking options downtown —

1. Parking Garages
2. Parking Lots and Decks
3. On-street Metered Parking



Parkmobile
PARKING MADE SIMPLE™

The rate for on-street meters is **\$1 per hour**.

Use the Parkmobile app to pay the meter from your cell phone.

Parking on Sundays is **FREE** *most weekends* from 3 AM. to 10 PM.

Parking in the garages is **FREE** for the **first 30 minutes**.

#ThreeReasons to know about downtown parking:

1. There are many parking options downtown.
2. When it comes to one-way streets and road closures, it's important to follow State College updates and social media.
3. There are many options for payments for your convenience.

Downtown State College Parking Office

State College Parking Department
243 South Allen Street
State College, PA 16801

814.278.4769
parkingdept@statecollegepa.us

Community Engagement

The mission of the Office of Community Engagement is to foster safe, diverse and vibrant neighborhoods and strengthen a sense of community for all residents.

Office of Community Engagement

243 South Allen Street

State College, PA 16801

814.234.7110

engage@statecollegepa.us

www.statecollegepa.us/CommunityEngagement



PARTNERSHIP BETWEEN THE BOROUGH OF STATE COLLEGE
AND PENN STATE STUDENT AFFAIRS



“Bringing all the stakeholders in a community together can be a challenge, but once you do it the payoff is amazing. Everyone can and should work together to make their neighborhood a better place to live.”

Melissa McCleery
Political Science, Senior

Follow us online!



/BoroughofStateCollege



@State_CollegePA and @StateCollegePD



State College Borough



Borough of State College



/StateCollegePD

Neighborhood Plan

A neighborhood plan that considers both the individual needs and characteristics of each neighborhood, while also considering the neighborhoods' commonalities and relationships to one another.

Learn more and find resources at: bit.ly/NeighborhoodPlan

Downtown Master Plan

The Master Plan provides a framework to guide growth and change in the State College community. The Downtown Master Plan outlines five themes for improving Downtown State College: Marketing the District, Connecting the District, Navigating the District, Living in the District and Managing the District.

Learn more and find resources at: bit.ly/DowntownPlan

2 Office of Community Engagement (OCE) Activities

Casual Conversation & Coffee (CCC)

Come to CCC for an informal opportunity to:

- Exchange neighborhood news
- Share and discuss community resources, services and info

Learn more at
www.statecollegepa.us/CCC

Campaign Involvement

There are two big community engagement campaigns that run each year, and the OCE is a contact to become involved in planning, preparing and executing these campaigns successfully.

Contact us at
engage@statecollegepa.us

LION Walk

Look for a visit from your Town-Gown community members during the first or second week of classes each fall semester.

Learn more at
www.statecollegepa.us/LIONWalk

LION Bash

The LION Bash follows the LION Walk to allow students and long-term residents to engage in community activities designed to facilitate conversations.

Learn more at
www.lionbash.org



A snapshot of State College's annual LION Walk from 2014, featuring local policeman, government workers, students and other community members.

What is LION?

LION stands for **Living In One Neighborhood** and emphasizes that State College is a place with active and vibrant communities fueled with diverse people who come together for shared experiences.

This idea is embedded into all of the Office of Community Engagement's activities.

Check out the LION Guide, LION Bash and LION Challenge for great community opportunities.

3 Community Eating and Farmers' Markets

Local Farmers' markets and Community Supported Agriculture (CSAs) are abundant in the area.

During the cold winter months, State College has an **indoor Farmers' Market** every Friday from 11 AM - 5 PM, located in the Municipal Building.

LEARN MORE: www.statecollegewinterfarmers.com

During summer months, State College Borough has two **outdoor Farmers' Markets** every Tuesday and Friday from 11 AM to 5 PM, located on the 100-block of Locust Lane.

LEARN MORE: statecollegefarmers.com



Other markets in the area...

CENTRE
Markets 

www.centremarkets.com

Community Activities

4 Schlow Centre Region Library

Located conveniently in downtown State College, Schlow has resources and community events for all types of citizens.

- Books, media and resources for all ages — kids through adults!
- Community events like clubs, book readings, crafts and performances.

Check out Schlow's events at www.schlowlibrary.org/events

5 Volunteer!

State College has plenty of volunteer opportunities. There are events ranging from small, like blood drives - to big, like State Day of Service and Fresh Start.

Learn about opportunities at www.volunteer.psu.edu

You don't need to be a Penn State student to participate!

Spotlight: Off-Campus Student Union

OCSU is a resource for students living off-campus in the State College community. **OCSU** works with the **Office of Community Engagement** to engage **neighborhood residents** — *both students and long-term* — to facilitate activity that increases awareness on **community engagement activities**, opportunities to **build relationships** and ways to **make a connection**.

7 Community Engagement Resources

Community References:

Downtown State College
Improvement District First Fridays

814.238.7004

www.firstfridaystatecollege.com

Center for Alternatives in
Community Justice Mediation
Program

814.234.1059

www.cacj.us/home

PSU University Police Department
Non-Emergency

814.863.1111 or 1.800.479.0050

State College Police Department
Non-Emergency

814.234.7150

www.statecollegepa.us/police

Off-Campus Living

814.865.2346

[www.studentaffairs.psu.edu/
offcampus/](http://www.studentaffairs.psu.edu/offcampus/)

Student Legal Services

814.867.4388

[www.studentaffairs.psu.edu/
legalservices/](http://www.studentaffairs.psu.edu/legalservices/)

Get involved!

There are always activities, events, ways to get more involved in the community in State College.

You can join in at a government meeting, hang out in a park or attend a local festival.

Check out all our happenings at **www.statecollegepa.us**.



PENNS^TATE®



Thank you!

The LION Guide is intended to help residents become more aware and more involved in the State College community. Whether you are a student or long-term resident, it's important for everyone to feel included and know they are Living In One Neighborhood.

For more information regarding this handbook, please email requests to engagesc@statecollegepa.us.

