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THE UNIVERSITY OF NORTH CAROLINA  
AT  
CHAPEL HILL

Associate Vice Chancellor  
for Campus Services

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October 15, 2001

**MEMORANDUM**

**To:** Deans, Directors, and Department Chairs

**From:** Carolyn W. Eifland  
Associate Vice Chancellor for Campus Services

**Subject:** Snow/Ice Emergencies

Chapel Hill is subject to snow and ice storms ranging widely in severity. We need to be prepared for all situations.

Usually, efforts to remove snow and ice take place while the University and the UNC Health Care system continue to operate. We will try to ameliorate each situation, but some inconveniences will occur.

Like most organizations in this climatic area, the University is equipped and organized to cope with snow and ice, but we do not have the capability to clear all areas simultaneously. Accordingly, there is a priority which understandably has the UNC Health Care System as the top priority.

During snow/ice conditions, please realize that announcements regarding State employees made on radio and television may not apply to the University of North Carolina at Chapel Hill or the University of North Carolina Health Care System. Announcements pertinent to the University and/or the UNC Health Care System will specifically state that the information pertains to UNC-CH and/or UNC Health Care System.

Special procedures which may be put into effect are as follows:

1. Parking lots may be closed throughout the day for snow and ice removal as cleaning crews work their way through campus. In the event lots are closed for snow removal and permit holders are unable to locate a space in their designated zone, or if Chapel Hill Transit is operating under modified schedules, employees may park on south Campus in the Smith Center (S11) lots. Employees using the Smith Center (S11) lots should use the free "U" or "RU" bus routes for campus access. Detailed parking and transit information during adverse weather may be obtained by calling the Parking General Information line at 558-5960 or at the Department of Public Safety's website at [www.dps.unc.edu](http://www.dps.unc.edu).
2. Additional information regarding adverse weather may be available on the toll-free (within the Triangle area) Weather and Disaster Hot Line number 685-8100 or on UNC-CH website at [www.unc.edu](http://www.unc.edu).
3. Information will also be available on the University Travelers Information Station (TIS / 1610 AM) when you are close to Chapel Hill.
4. The first parking zones on South Campus to be cleared are (BG) Bell Tower, (CG) Helipad and Neurosciences, (S1) Public Safety Building, and (W) McCauley. These lots will be closed until the lots can be cleared. The Nash Lot (N7) which is west of the Carolina Inn behind the Newman Center on Pittsboro Street will be the first ungated lot cleared on the North Campus. This lot should be used until other north lots are cleared.

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5. Zone parking restrictions may be lifted in all areas of campus in the event of heavy snow or severe icing. Consult Parking General information line at 558-5960 or the Department of Public Safety website at [www.dps.unc.edu](http://www.dps.unc.edu) for up-to-date information on parking and transit services.
6. To the extent possible, all students, faculty, and staff are encouraged to avoid bringing automobiles on campus during severe conditions, so that snow removal crews can work without interference. Please call Grounds Services at 962-2069 if a vehicle has been blocked due to the clearing of parking lots. Public Safety personnel may have to relocate vehicles which impede snow removal efforts. Attempts will be made to advise owners, but everyone should be aware of this possibility during snow emergencies.
7. Chapel Hill Transit (CHT) schedules may be modified or suspended due to severe snow and ice. Consult the Chapel Hill Transit website at [www.ci.chapel-hill.nc.us](http://www.ci.chapel-hill.nc.us), the transit guide for routes served first, the Department of Public Safety's website at [www.dps.unc.edu](http://www.dps.unc.edu), or listen to WCHL (1360 AM) for updated route information.
8. "P2P service may be modified or suspended depending upon the severity of the storm. Modification to the service may restrict drop off/pick up points to the main streets of the campus if P2P is suspended. Requests for emergency transport of disabled individuals should be routed to Public Safety at 962-8100.
9. Employees and students are cautioned to be mindful of the ice and snow falling from rooftops when parking vehicles and/or when walking near buildings during adverse weather. Some parking spaces adjacent to buildings may be blocked due to the possibility of falling ice or snow.
10. Snow removal crews will be working overtime as required, in accordance with the University Snow/Ice Emergency Plan.
11. Section XI, Adverse Weather, of the Human Resources Manual covers employee attendance during adverse weather conditions and should be reviewed.

It is requested that the above information be posted and provided to all persons in your department. If there are any questions, please contact the Deputy for Facilities Services at 962-0761, the Director for Grounds Services at 962-2069, or the Director of Public Safety at 966-5730.

Your cooperation is appreciated.