

**BRIDLEWOOD COMMUNITY ASSOCIATION
PARKING POLICY RESOLUTION #3 (Supersedes Previous Parking Resolutions)
PROCEDURES RELATING TO PARKING AND TOWING FOR TOWNHOMES**

I. DEFINITIONS

- A. Resident(s):** Any person(s) living within the confines of the Association.
- B. Visitor(s):** Any person(s) not living within the confines of the Association who is visiting or has business with a resident.
- C. Parking Space(s):** Any common area designated for parking. These spaces are property of the Association.
 - a. Assigned Parking** - Parking spaces marked with a number. This number corresponds to the number of the lot to which the parking space is assigned. Each parking space extends to the point where each resident can enter and exit the parking space.
 - b. Visitor Parking** - Parking spaces designated by the word "VISITOR", or a "V".
- D. Abandoned Vehicle:** Any vehicle left unattended for a period of thirty (30) consecutive days is considered abandoned. The vehicle may be either in an operable or inoperable condition.
- E. Unregistered Vehicle:** Any vehicle not properly registered with the Division of Motor Vehicles in the Commonwealth of Virginia or any other state; a Virginia vehicle without a valid State inspection sticker is also considered "Unregistered."
- F. Commercial Vehicle:** Any equipment, including vehicles weighing over 7000 lbs., used for commercial purposes. Commercial vehicles may be indicated by any one of the following:
 - a.** "Commercial Use" license plates.
 - b.** Obvious commercial advertising pertaining to business information (i.e., telephone numbers, business name, and location).
 - c.** Open display of equipment used in trade or business.

- d. Emergency vehicles of any municipal police department are not included in this definition.
- G. **Disabled Vehicle:** Any vehicle that is not in operating condition.
- H. **Recreational Vehicle:** Any vehicle used for recreational purposes, including, but not limited to, trailers, campers, motor homes, boats, etc.
- I. **Violator:** Any resident(s) or guest(s) found to be in violation of this policy.
- J. **Vehicle:** Any two, three, or four-wheeled vehicle with a motor, including, but not limited to, automobiles, trucks, motorcycles, etc. Vehicles also include any form of trailer or wagon designed to be towed behind another form of vehicle.

II. PARKING REGULATIONS

- A. **Parking:** Vehicle parking is restricted only to designated parking spaces (i.e., no parking on sidewalks, backyards, multipurpose court, on “grassy” common areas, etc., also to include a legal parking space as marked, example, no parallel parking behind legally parked cars in marked spaces).

Parking is common area owned by the Association for the common use and enjoyment of its members. **Use of all common area parking spaces (including Assigned, Unassigned, or Visitor spaces) may be revoked for delinquent accounts (late or non-payment of dues). Vehicles associated with these accounts are subject to towing.**

1. **Assigned Parking** - Resident parking will be permitted in assigned spaces only. Assigned spaces will be located as close as is reasonable to the household to which it is assigned and be identified by the corresponding lot number painted on each parking space.
2. **Visitor Parking** - Parking for an Association or residents' guest is permitted in the appropriate assigned parking space or parking spaces designated as “VISITOR.” Vehicles are not permitted to be stored in visitor parking spaces. A vehicle is considered “stored” if the vehicle is parked in a visitor space for longer than twenty-four (24) hours. If you have a guest who will be staying with your for longer than the allotted time, the management agent may issue

authorization for the guest(s) to remain in the “VISITOR” parking for an extended period of time.

3. **Additional Parking** - Residents with vehicles requiring additional parking may park along public roadways as permitted by local code.
- B. **Abandoned Vehicles:** No abandoned vehicle shall be parked on any street, parking facility, resident’s backyard, or common areas within the confines of the Association.
- C. **Disabled Vehicles:** No disabled vehicles, or parts thereof, shall be allowed within the confines of the Association. However, if prior notification is given to the Association, a forty-eight (48) hour grace period may be granted for the completion of minor or temporary repairs.
- D. **Commercial Equipment:** No commercial equipment, except those servicing a homeowner’s house, shall be parked on any street or parking facility.
- E. **Recreational Vehicles:** No recreational vehicles shall be parked on or within the confines of the Association without prior approval of the Bridlewood Board of Directors.

III. TOWING PROCEDURE AND NOTIFICATION OF VIOLATION

- A. **Offenses Subject to Immediate Towing:** Vehicles parked in fire lanes, no parking areas, residents assigned parking spaces, or parallel or double-parked will not be given notification and are subject to immediate towing at vehicle owner’s risk and expense. If a homeowner finds an unauthorized vehicle in his assigned space and requires the services of the towing company, the owner should park in a “VISITOR” space (not another resident’s parking space) until the tow truck arrives.
- B. **Notification of Violations:** The violator, unless subject to immediate towing (see Section III A, above), will be given notice of the parking violation by a sticker placed on the vehicle. The sticker will state that the owner of the vehicle has twenty-four (24) hours to correct the violation. If this violation is not corrected, the vehicle will be subject to immediate towing at the vehicle owner’s risk and expense.

If the same vehicle violates these regulations within one (1) calendar year, no notice will be given and the vehicle will be subject to immediate towing.

- C. Parking Revoked due to Overdue/Delinquent Accounts:** When parking privileges have been revoked due to overdue or delinquent accounts, Homeowners will be notified that parking privileges have been suspended until further notice. This notification will be via first class mail to the address on record with the Association. Seven calendar days after mailing this notice, vehicles associated with this account are subject to immediate towing from all common property (assigned parking spaces and visitor parking spaces). Any other vehicles parked in the assigned spaces associated with this delinquent account are also subject to immediate towing (prevents residents from swapping assigned spaces with another residents). It is the responsibility of the homeowner to notify any tenants that their vehicles will be towed from assigned and visitor spaces.
- D. Towing Procedure:** The Association will have a towing company under contract to remove any vehicle in violation of these parking regulations. A resident that sees a vehicle in violation of any of these regulations should call the management company. The resident who has a vehicle towed from his assigned space must sign the tow slip, thus accepting the responsibility for that action.

Any abandoned and/or disabled vehicle that has not been removed within the allotted time frame will be subject to towing in accordance with these regulations. The towing company is responsible for notifying the police department regarding any action taken by the towing company. The police department will be provided the name of the towing company and location of the towed vehicle.

ANY VEHICLE OWNER IN VIOLATION OF THESE REGULATIONS ASSUMES ALL RISK AND EXPENSE FOR TOWING AND STORAGE FEES, AND REASONABLE ATTORNEYS' FEES INCURRED BY THE ASSOCIATION THROUGH LITIGATION.

IV. DESIGNATED FIRE LANES AND NO PARKING AREAS

- A. Fire Lanes:** No vehicle shall be parked in designated fire lanes. Fire lanes are designated by fire lane signs in conjunction with yellow curbing. Vehicles parked in designated fire lanes will be subject to immediate towing at the owner's risk and expense.

- B. No Parking:** No vehicle shall be parked in areas designated “NO PARKING.” Vehicles parked in designated “NO PARKING” areas shall be subject to immediate towing without notification under the provisions of these regulations.
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This resolution shall become effective on November 1, 2018. Duly adopted at a meeting of the Board of Directors of the Bridlewood Community Association held on August 21, 2018.

Motion by: John Griffith

Second by: Hilary Loder

<u>Board Member</u>	Vote: Yes	No	Abstain
Larry Burch	<u>✓</u>	___	___
Kurt Voggenreiter	<u>✓</u>	___	___
Carolyn Ruwe	<u>✓</u>	___	___
Hilary Loder	<u>✓</u>	___	___
John Griffith	<u>✓</u>	___	___

Change Log Notes -

Updates included in this version (#3, approved Aug., 21, 2018) relate to revoking parking privileges for delinquent accounts. Language was added to the 2nd paragraph of section II. A., and a paragraph was added in section III. C.