

## Old Sterling Gable Parking Guidelines

(Supersedes all other parking rules and regulations issued prior to March 27, 2007)

WHEREAS, the Declaration obligates each member of the Association to comply with the rules and regulation promulgated by the Board; and

WHEREAS, the Board of Directors believes it is in the best interest of the Association to establish and promulgate uniform rules and regulation related to the parking of Vehicles on the Association's Property.

NOW, THEREFORE, BE IT RESOLVED THAT the following rules and regulations related to the parking of Vehicles are adopted:

### I. DEFINITION OF TERMS:

**Property**: All of the Limited and Common Elements, which comprise of the geographical area, know as Old Sterling Gable Conservancy.

**Resident**: Any person, whether owner or tenant, who resides within the property.

**Parking Areas**: Any portion of the Common Elements marked and designated as parking spaces, whether assigned or unassigned.

**Vehicles**: Any device in or by which, person or property, may be transported or drawn by on a highway. Such devices shall include, but are not necessarily limited to automobiles, motorcycles, trucks, campers and any other recreational vehicle.

**Antique and Vintage Vehicles**: Any vehicle, which has antique or vintage licenses tags issued by the Commonwealth of Virginia or another state.

**Oversized vehicles**: Any vehicle, which, because of its irregular height, length, shape or width will not fit within the confines of a single parking space. An oversized vehicle shall be construed as a vehicle which exceeds any one of the following specifications: greater than ten (10) feet in length from axle to axle, nineteen (19) feet in length from bumper to bumper, eight (8) feet in width, 10,000 pounds in gross weight, has three or more axles.

**Improper Licensed Vehicles**: Any vehicle with an expired or otherwise invalid state license plate, Loudoun County decal or decal of another State, County, City or Town, state inspection sticker or Old Sterling Gable Conservancy parking temporary permit.

**Inoperative Vehicles**: Any vehicle that does not run or cannot be driven or any vehicle which is partially or totally disassembled as a result of the removal of tires, wheels, engine or other essential part.

**Abandoned:** An abandoned or derelict vehicle is defined as one that is nonoperative, or deemed not registered because it does not have valid stickers, or does not have license plates.

**Other equipment and Machinery:** Any agricultural, industrial construction, seasonal or similar machinery or equipment.

**Stored/Covered Vehicles:** Any vehicle that is intentionally left parked to be unused except for occasional use.

**Commercial Vehicles:** Cars, including taxis and vans issued to residents or tenants in conjunction with their current employment.

**Visitor parking spaces:** Those spaces marked/labeled visitor and not assigned to an individual unit.

**Resident/Assigned Parking:** Parking spaces which are noted that are to be used in conjunction with said lot number of the property.

## **II. RULES AND REGULATIONS:**

### **Use of Parking Areas:**

Resident Assigned Parking:

- Residents may not use the parking areas for any purpose other than vehicular parking.
- Each unit is assigned two (2) reserved spaces. Residents may use their spaces for personal or their commercial vehicles.

Visitor Parking Spaces:

- Each resident receives one visitor parking pass (hang tag) to be used for their guests. Hang tags in visitor spaces must be used between the hours of 12:00 AM to 7:00 AM to ensure visitors of OSG residents are not towed (*See section on towing*). It is recommended that hang tags be used whenever a resident has a guest. However, it is understood visitor parking may be used between the hours of 7:01 AM to 11:59 PM without a hang tag. This allows for deliveries, repairs, and extra guests.
- Visitor parking is on a first come first served basis.
- Visitor parking spaces shall not be used by resident for *third car* parking purposes (*See section on Number of Vehicles*).

### **Number of Vehicles:**

Residents may not park more than two (2) registered motor vehicles, unless a third vehicle is a motorcycle that can be parked in front of one of the other two vehicles. If this option is exercised, the car parked behind the motorcycle must not go past, hang over into the roadway or impede surrounding parking spots. If the motorcycle does not fit within the previously stated confines of a residents

parking space the motorcycle will have to abide by OSG third car parking guidelines and park on the street outside the property. If a resident or tenant has more than two (2) vehicles any additional vehicles must be parked in a public area and not on the property; specifically not in a visitor space.

**Special Use Vehicles:** No recreational vehicles, campers, boats, buses, trailers, go carts, or other special use vehicle shall be permitted to park on the property.

**Registration Requirement:** All vehicles parked on property must bare a current state license plate and all required registration stickers as to the jurisdiction where issued.

**Visitor Parking Spaces:** Visitor parking spaces are to be used solely for the use of visitors and not as third vehicle parking by residents or tenants. Visitor spaces are those spaces not assigned to any unit in the association and are marked as "visitor" on the asphalt. Visitors are defined as those individuals who reside in another residence and whose visit is temporary in nature. Renters' vehicles are not considered temporary in use. In the event that a resident allows his or her visitor to utilize said residents reserved parking space, allowing those with special needs closer parking to visit a resident. Said resident may utilize his or her temporary hang tag and visitor space for a period of 24 hours. Any longer duration requires the advanced notice to the management corporation.

**Visitor Parking Permits:** The Association shall issue one (1) visitor (non-resident) parking permit for each unit. Visitor parking permits shall be valid for a maximum of (7) seven consecutive days, and may not be substituted for permanent parking in visitor spaces. In unique circumstances a resident may have a guest needing a visitor space for more than seven (7) consecutive days, if this situation arises please contact the management corporation to notify them of the circumstance and avoid unnecessary towing.

The following rules apply to all visitor parking spaces:

- If a resident has renters in the home, the visitor parking permit is not to be considered a permanent parking permit for the renters.
- Any vehicle using a visitor space between the hours of 12:00 AM to 7:00 AM must display a visitor hang tag. Copies are NOT allowed. Any vehicle using a copy will be subject to towing without notice.
- Each unit owner must be no more than 60 days delinquent in the payment of all Association assessments, charges and legal fees to the account to receive a current visitor's tag. Visitor tags will be reissued yearly.

**Placement of Visitor Parking Permits:** Visitors of residents must hang the

temporary parking tag on the inside rear view mirror.

**Replacement Fees:** If a resident loses a visitor parking tag the owner of the residence must submit a request for a new hang tag and is subject to a replacement cost. If a new tag is needed and the old tag is presented, a new tag will be issued at no cost.

**Repairs:** No major repairs or maintenance to vehicles, painting of vehicles or the drainage of automobile fluids that may cause damage to the asphalt is permitted anywhere on the Property. Repairs and maintenance of a minor nature, such as the repairing of a flat tire, the recharging of a dead battery, or changing a vehicle's oil are permitted only in the resident's assigned parking space(s). Repairs are not permitted to be done in the visitor parking spaces. It is expected that a resident will take the necessary safety precautions as well as cleaning up any oil spills or debris associated with minor repairs.

**Maintenance of Parking Spaces and Dumping of Materials:** If a resident's or resident's visitor vehicle is leaking oil or other fluids that can cause stains or damage to the asphalt of the parking spaces, it is expected that the resident will make every attempt to clean up the leak stains or spills. It is suggested that the resident use cat litter or sand to absorb various chemical leaks/spills. Please sweep up and dispose of cat litter/sand in a proper manner. The deliberate dumping, disposal or leakage of oil, grease, or any other chemical residual substance is not permitted on the Property. Any such dumping will result in the suspension and/or revocation of parking privileges, and the unit owner will be assessed for all clean-up costs, as well as any applicable local, state, and/or federal penalties or fines.

**Stored/Covered Vehicles:** Any vehicle that is stored or covered on the property must belong to a resident of the community or a tenant. Only that units' reserved parking space may be utilized for that purpose. All vehicles must be properly licensed and maintained in working order and be able to be moved under its own power. All vehicles must be maintained to prevent any engine fluids from dripping on the asphalt. Residents may not use their visitor's hang tag to then park a third vehicle on the property. All covers on any vehicle must be maintained and secured at all times. At no times shall said cover be allowed to blow loose or become a nuisance to adjoining parking spaces

**Commercial Vehicles:** Company cars may be parked on the property in a residents or tenants reserved space. Said vehicles are bound by the same parking rules and regulations as private vehicles. At no times shall a resident or tenant use their visitor hang tag to park either the commercial vehicle or a resident's vehicle in a visitor space.

**Abandoned Vehicles:** Abandoned (derelict) vehicles may not be parked on the property even if in an assigned parking space. They will be subjected to removal

at the owner's expense if found on property.

**Operator's Responsibilities:**

Residents may park only one (1) vehicle within each parking space. A motorcycle may be parked in front of another vehicle provided that both the vehicle and the motorcycle fit within the confines of the parking space and do not violate vehicular length and width provisions. There is no parking of any motor driven vehicle anywhere in parking spaces. The use of the sidewalks to park vehicles is not allowed.

Residents may not park vehicles in fire lanes or any curb areas painted yellow, occupy more than one parking space, park in another unit owner's assigned space, impede the normal flow of traffic, block any sidewalk or mailbox, or prevent ingress and egress of any other vehicle to adjacent parking spaces or the open roadway.

Residents may not park any vehicle perpendicular to the marked parking spaces or behind other parked vehicles, excepting that vehicles such as school buses, moving vans, or delivery trucks may use these areas briefly if essential to the performance of a service, and that an attendant is available to move the vehicle if necessary to allow ingress or egress of other vehicles.

Residents shall operate vehicles only on the paved roadways of the property. Absolutely no personal/work vehicles, delivery trucks or moving vans may be operated or parked on any grassy areas. This includes but not limited to the washing of vehicles on the property. All vehicle washing must be done in a parking space.

If a vehicle's security system interferes with the right of quiet enjoyment of the community for more than fifteen (15) minutes, the vehicle is in violation of the Association's regulations and subject to immediate removal by towing.

All visiting vehicles must affix the visitor parking permit as indicated so that it is plainly visible. Towing will be enforced between the hours of midnight and 7:00 AM for permit violations. All other illegal parking is subject to towing, 24 hours, 7 days a week.

All owners are responsible for ensuring that family members, employees, guests, tenants and agents observe and comply with all Rules and Regulations as adopted by the Board and community.

The board may require the registration of all vehicles maintained on the property. This includes all company cars that an owner has on property.

Persons driving vehicles on the property must obey the non-posted speed limits. The maximum permitted speeds are fifteen miles per hour for residential streets in

Loudoun County. Persons driving on the property must be in compliance with all laws of operating a motor vehicle as defined by local and state laws.

**ENFORCEMENT:**

**Removal of Vehicles:**

1. The Board of Directors shall have the authority to have any Vehicle not in compliance with these Rules and Regulations removed from the property. All costs and risks of towing and/or impoundment shall be the sole responsibility of the vehicle's owner.
2. The Board of Directors, for safety reasons, or any resident shall have the authority to have any vehicle parked in their designated resident's reserved space removed from the property. All costs and risks of towing and/or impoundment shall be the sole responsibility of the vehicle's owner.

**Violations Subject to Immediate Towing Without Notification:**

Any vehicle which is:

- Parked within fifteen (15) feet of a fire hydrant or in a designated fire lane, or any area marked as no parking area identified by yellow curbs and/or signs;
- Occupying more than one (1) parking space;
- Parked perpendicular to a parking space (except as noted in Operators Responsibilities) or on a grassy area or sidewalk;
- Impeding access to sidewalk ramps or mailboxes,
- Constituting a safety hazard,
- Whose security system has been triggered and allowed to continue unattended for more than fifteen (15) minutes,
- Parked in another resident's reserved space without permission.
- Any vehicle parked anywhere on the Property, other than in a marked parking spot.
- Any vehicle parked in a visitor parking space not displaying a visitor parking hang tag between the hours of 12:00 AM to 7:00 AM.

**Issuance of Citations:**

The Managing Agent may use mail carrier, post directly on a vehicle or any other form of contact to inform a resident that their vehicle is in violation or not in compliance with the rules and regulations of the Association. No other form of notice is required. If the owner of the vehicle does not bring the vehicle into compliance within three (3) calendar days of the notice, the vehicle will be subject to removal by towing. The Managing Agent will record the date of all violations and towing.

Subsequent violations committed within any consecutive three-month period shall subject the violating vehicle to immediate towing without notification and may result in suspension of parking privileges.

The Association reserves the right to exercise all other powers and remedies provided by the Association's governing documents or the laws of the Commonwealth of Virginia and Loudoun County.

**Revocation or Suspension of Vehicle Parking Permits for Failure to Pay Assessments:**

A permit to park a Vehicle may be suspended or revoked at the discretion of the Board of Directors for failure to pay any Association assessments when due, including, without limitations, special assessments, charges and legal fees charged to the account.

A resident shall have three (3) days from issuance of notice of revocation or suspension to remove all vehicles from the Association Property. Failure to do so will result in the immediate towing of the cited Vehicle.

Unit Owners and Residents shall be responsible for all expenses, including but not limited to towing charges, and/or attorney's fees incurred by the Association in enforcing the provisions of this Resolution.

**Liability:**

The Association assumes no responsibility for the security of any vehicle parked in the parking areas, and it disclaims responsibility for any damage to any vehicle parked or operated on Association Property, including without limitation, damages resulting from towing. The Association reserves the power to hold any Unit Owner and Resident legally responsible for any damage caused to the Common Elements by the use, repair or maintenance of his/her vehicle, or as a result of negligence or violation of these rules and regulations, whether on the part of the owner, tenant, and his/her family, tenants, invitees, guests and/or agents.

This Resolution was duly adopted at a meeting of the Board of Directors on the 27<sup>th</sup> of February 2007. The effective date shall be ten (10) days from the date of adoption and shall supersede and replace the existing rules and regulations governing the parking of vehicles on the property.

Adopted March 27, 2007 by the Board of Directors of the Old Sterling Gable Conservancy.

Richard Stenshorn, President