



COMMUNICATION - TRANSPARENCY - COLLABORATION

Parking Policy and Procedure

PURPOSE: To update and adopt a parking policy and procedure for the PineRidge HOA Community.

EFFECTIVE DATE: February 12, 2019.

RESOLUTION: The PineRidge Homeowners Association (“Association”) hereby adopts the following Parking Policy and Procedure:

A. Background.

1. The PineRidge HOA is responsible for the streets in the community. Our private street system was not designed for overnight parking. It is unsafe to park on the streets overnight. It is also unsafe to park on the streets any time during snow storms because it prevents efficient and safe removal of the snow. The PineRidge HOA Board passed a policy on February 16, 2005 stating “No overnight parking on any street.” This Resolution is designed to maintain consistent practices in the enforcement of the parking policy on streets.
2. The Villa Carriage HOA is responsible for parking policy in the duplex and four-plex driveways. The Lifestyle HOA is responsible for parking policy in the patio home driveways.
3. Hopefully, we all will continue to respect our neighbors by complying with parking policies without the need for enforcement and fines.

B. Parking Policy.

1. Overnight parking on all streets is prohibited between 11:00 PM and 7:00 AM.
2. All street parking is prohibited when snow fall is estimated to exceed 2 inches.

C. Enforcement.

1. **Courtesy Notice.** Any time a vehicle is illegally parked on the street, a written notice will be placed under the windshield wiper of such car by an HOA Board member or appointee. It will inform the owner to move the vehicle off the street.
2. **Warning Letter.** If the vehicle is found parked on the street in violation of this policy 48 hours after the Courtesy Notice is placed, a warning letter will be mailed to the owner of the residence with the illegally parked vehicle. In addition, this letter will be emailed to the owner of the residence if the Board has their email address.
3. **Fine Letter.** If the vehicle is found parked on the street in violation of this policy three business days after the Warning Letter is mailed, a letter informing of a fine of \$50 will be mailed to the owner of the residence with the vehicle. In addition, this letter will be emailed to the owner of the residence if the Board has their email address.

4. Removal of Vehicle. If the vehicle is found parked on the street in violation of this policy five business days after the Fine Letter is mailed, a letter informing of a \$75 fine and notice of possible removal of the vehicle will be mailed to the owner of the residence with the vehicle. In addition, this letter will be emailed to the owner of the residence if the Board has their email address.
5. Collection of Fines. Collection of any fines will be assessed in accordance with the Association Collection Policy
6. Repeat Violations. If any vehicle is found in violation of the parking policy after coming into compliance within the same calendar year, enforcement will start at the step where the previous vehicle came into compliance with the parking policy.
7. Extenuating Circumstances. The Board reserves the right to waive these fines under extenuating circumstances. A request for variance must be submitted in writing to the Board prior to parking on the street. If approved, the Board will issue a permit to the owner, that is to be placed in the window of the vehicle.

PRESIDENT'S CERTIFICATION: The undersigned President of the PineRidge Homeowners Association certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of the board of Directors of the Association on February 12, 2019.

By: _____
Arlene J. Armata

Date: _____