

Revised May 14, 2009
Italic Revisions May 12, 2011

CROWNE MEADOWS

PARKING RULES AND REGULATIONS

General Rules

1. All vehicles of owners or tenants must be registered with the Association by providing the information requested by the Board which shall include full name and contact information, including place of employment and phone numbers for the homeowners, address where registered, tag number, description and such other reasonable information as may be requested by the Board of Directors. ***Vehicles with out of state registration will only be issued registration stickers with proof of ownership by a student attending an out of state college or for an individual who is enlisted in the military. Temporary 60 day passes will be issued to a vehicle owner who is in the process of registering their vehicle in Maryland. Temporary exceptions may be made on an individual basis at the Board's discretion.*** Registration forms may be obtained by contacting the property manager.

2. Parking is restricted to paved streets and parking lots in designated parking spaces.

3. Any vehicle parked in a NO PARKING ZONE as designated by the Fire Marshall or Board of Directors will be towed without notice. This includes vehicles double parked behind two properly parked vehicles and any vehicle blocking access to the cluster mailboxes in each Court.

4. With the exception of service vehicles on service calls that are, at the discretion of the Board, allowed to temporarily park on the property during service calls, Commercial and/or Oversized Vehicles and recreational vehicles are prohibited on the property.

“Commercial and/or Oversized” vehicles include, but are not limited to;(1) any vehicle with a payload capacity over 2 and ½ tons; (2) any vehicle that exceeds the dimensions of the parking space (i.e. is longer or wider than any space as designated by the boundary lines of the parking space) ; (3) any vehicle that displays commercial lettering or advertising even if it has a payload capacity under 2 and ½ tons and fits within the space; and (4) trucks, vans, station wagons, or other vehicles having equipment on the exterior of the vehicle used for a trade or business including, but not limited to , ladders , ladder racks, landscaping equipment, tools, tool chests, commercial supplies, rakes, shovels, or the like, even if : (a) the vehicle does not display commercial lettering; (b) it has a payload capacity less than 2 and ½ tons; and (c) it fits within the space. (5) any vehicle that does not have windows on both sides and rear windows on the rear doors or hatch, in addition to the front windshield, driver’s side window and passenger side window.

“Recreation Vehicles” include, but are not limited to: (1) campers, RVs, or other similar vehicles; (2) Boats; jet skies and other similar water craft; (3) all trailers including, but

not limited to, boat trailers, Recreational Vehicle trailers, or other similar vehicles trailers; jet ski trailers, boat trailers, and other similar water craft trailers; House trailers, and the like.

5. No junk, abandoned, severely damaged or inoperable vehicles shall be parked on the Association property. All vehicles shall be maintained in proper operating condition so as not to create a hazard or nuisance by noise, appearance or exhaust or fluid emissions. All tires must be inflated. Vehicles with flat tires will be towed. All major oil/transmission spills in assigned parking spaces are the responsibility of the homeowner assigned those spaces. The spills must be cleaned up due to an environmental health issue and possible damage to the asphalt. If the homeowner does not clean up spills in their assigned parking spaces they will be cleaned by a contractor and all costs will be added to the homeowner's assessment account.

6. Vehicles shall be parked wholly within designated parking spaces so as not to obstruct any other spaces or throughways. A vehicle must not straddle the owners two assigned spaces as this encourages parking in non-designated areas of the community and can lead to a disorganized and unsightly appearance in the community .

7. Vehicle Repairs:

- (a) Minor emergency maintenance;
- (b) ordinary light maintenance (excluding fluid changes and other action which might soil the common elements);
- (c) normal cleaning, all within the Board's discretion, are permitted provided there is no damage or soiling of the common elements and no obstruction of the common elements;
- (d) other vehicle repairs, including but not limited to fluid changes, are prohibited.

8. Vehicle covers are permitted if (a) the cover is designed and manufactured specifically as a vehicle cover (b) is secured to the vehicle so that it can not blow off of the vehicle in high winds and become a hazard in the community and (c) the motor vehicle license plates must be accessible.

9. No signs, initials, numbers or any other additions or alterations to parking spaces may be painted, displayed or erected by any occupant. This does not apply to a uniform numbering or lettering system established and applied by the Board. No items/objects such as traffic cones are to be placed in parking spaces. Traffic cones are only to be used for maintenance repairs by contractors when authorized by the Board.

10. Homeowners are not allowed to loan their visitors hang tag to other residents to be used as "permanent" parking authorization. This would be an abuse of parking privileges and will result in the loss of visitor parking hang tag.

11. Garage unit residents cannot park vehicles blocking the sidewalk or walkways. This is a county violation and vehicles are subject to fines/and or towing by the County at the owners expense.

12. All Motorcycles must be registered with the Association and must follow all PARKING RULES AND REGULATIONS. Licensed motor vehicles are not permitted on sidewalks, including but not limited to; motorbikes, mopeds, ATV's, etc. and only one vehicle is permitted per parking space.

13. Parking spaces designated as handicapped parking spaces are for handicapped VISITORS to the community. If a resident has a valid Maryland Motor Vehicle Handicapped certificate or handicapped vehicle registration, that individual must park in one of their reserved spaces.

Resident Parking Area

1. All vehicles of owners or tenants that park in the two resident's assigned parking spots must display a current parking identification decal issued by the Association which must be applied to the inside of the front windshield, bottom passengers side. Visitors may park in a resident's assigned parking space for no more than 72 hours when authorized by the assigned space holder and while displaying a "Visitor" hang tag from their inside, front, rearview mirror.

2. The registration form must be completed before issuance of a parking decal. All homeowner Association Fees must be current in order to receive permanent parking decals. Sellers are asked to turn in their decals within five (5) days of the time the townhouse is conveyed and vacated.

3. In the event a townhouse is leased, the owner must apply to the Association for parking decals for the tenants and must provide a copy of the current lease naming all tenants and a properly executed Crowne Meadows Lease Addendum. Parking decals previously issued to the owner for personal use or prior tenants must be returned before new decals will be issued.

4. The Board of Directors may designate Visitor parking areas and areas for parking of commercial or recreational vehicles within its discretion and as space allows. "Commercial" vehicles include any vehicles with commercial displays of lettering; trucks, vans, panel vans or station wagons containing equipment used for a trade or business, over sized vehicles such as but not limited to vans and trucks over 2 ½ tons. "Recreational" vehicles include but are not limited to campers, RVs and other recreational vehicles as may be determined by the Board or similar "commercial type" vehicles as listed above, even if no outward lettering or equipment is present.. Boats, boat trailers and house trailers are not permitted on Association property.

5. Decals for parking will not be given to commercial, oversized, or recreational vehicles. Decals for parking will only be given to passenger vehicles.
6. If a vehicle is sold or otherwise disposed of, the parking decal must be removed and returned to the Association before another decal will be issued. Upon sale of a house, the selling owner must return all parking decals and visitor hang tags to the management company.
7. Only Visitors may park in designated VISITOR PARKING areas. Residents expecting a Visitor to stay more than 72 hours must request a Visitor parking permit at least three (3) days in advance which shall be issued at the Board's or property manager's discretion as spaces are available and shall be valid for no more than thirty (30) days. Visitors visiting for more than 30 days must have their vehicle registered with the Association and must obtain a Crowne Meadows decal to be displayed whenever parked in one of their hosts' assigned spaces. They may no longer park in a Visitor space after 30 days. Visitor parking permits may be obtained by contacting the property manager. These spaces will be monitored.
8. Garage units are not eligible for assigned parking spaces, as they have two spaces within their living areas (garage and driveway); however, they are required to display a Crowne Meadows decals and must register their vehicles as required by any other homeowner.
9. All registered homeowners, with or without a garage, will be issued TWO (2) Visitor hang tags.

Administration and Enforcement

1. Vehicles parked in violation of the Rules may be towed without further notice. The Board may provide forty eight (48) hours notice in its discretion when the vehicle violation does not constitute a health, fire or safety hazard. The Board may also take such other remedies as are allowed by law and the Association Documents, including but not limited to, charging for damage to the common elements, charges for rules violations, booting and injunctions.
2. *The use of a parking space as designated for an individual homeowner can be suspended upon notice that the homeowner(s) is delinquent by more than ninety (90) days. A letter shall be sent to the homeowner by regular mail as well as certified mail allowing them fifteen (15) days to make payment in full. If payment is not made in full, then their designated parking space shall be eliminated until such time as their fees are made current. (Resolution made per Article VII, Sec., 1 of the By-Laws of the Crowne Meadows Homeowners Association, Inc. on October 14, 2010)*
3. Each townhouse will be assigned two numbered parking spaces by the Board or property manager upon completion of the required registration form. The number of

parking spaces assigned will be based upon the number of spaces within each section; up to a maximum of two (2) spaces.

4. Enforcement of abuse of assigned parking spaces is the responsibility of the homeowner/resident to whom the space is assigned and at their discretion, the Board of Directors. After making every reasonable attempt to locate the owner of the vehicle, the assignees of the parking space may call only the towing company identified by the Board and under the rules adopted for that purpose. Upon arrival of the designated tow contractor, the assigned space holder or their duly authorized assignee will be required to sign a tow ticket prior to removal of the vehicle in violation. All fees, as allowed by Prince George's County, related to the removal, storage and disposal of the vehicle at fault will be the responsibility of the vehicle owner.

5. Vehicles displaying reported lost or stolen decals will be towed without notice.

6. Parking cost and fines for parking violations, as assigned by the Board are indicated on Attached "A". Fines collected will be allocated to Crowne Meadows Homeowners Association.

7. Fees for towing and impoundment will be collected by the towing company *and are regulated by Prince George's County.*

EXHIBIT "A"

Parking Costs and Fines

<u>Description</u>	<u>Cost/Fine</u>
Parking Decal – Original Issue	N/C
Parking Decal – Replacement w/without old decal	\$15.00
Original Visitor Parking Permit	N/C
Visitor Parking Permits – Replacement w/without old Permit	\$25.00
Parking in "NO PARKING ZONE" as designated by the Fire Marshall or the Board of Directors	\$50.00 +
Parking in RESERVED space other than your own	\$50.00 +
Residents parking in Visitor parking spaces	\$50.00 +
Parking along curbs during or after snow	\$50.00 +
Vehicle not displaying valid decal or Visitor permit (<u>30 day grace period may be granted for new residents</u>)	\$50.00 +
Vehicle not displaying valid license, tags or inspection sticker	N/C + *
Vehicle causing damage to Association Property	\$50.00 + * @
Performing maintenance in violation of General Rule #8	\$50.00 + @

+ Plus towing and storage charges

* Does not include fines imposed by State or County authorities

@ Plus cost of repairs

EXHIBIT "B"

Towing and Impoundment Fees

TOWING COMPANY: Diamond Towing & Recovery
9800 Fallard Court, Lot 45/46, Upper Marlboro MD, 20772
Phone: 240-381-4885

It is hereby understood and agreed: The owner of the vehicle towed and stored shall be the person responsible to pay all fees incurred and verification of ownership will be required to redeem the vehicle.

Diamond Towing & Recovery - Towing and storage fees are as follows:

Towing a vehicle less than 10,000 Lbs	\$175.00
Towing a vehicle greater than 10,000 Lbs	\$300.00
Storage over 18 hours	\$50.00 per day

THE ABOVE COSTS ARE AT THE OWNER OF THE VEHICLES EXPENSE.

Types of response/service to be provided:

Any vehicle in a fire lane;

Any vehicle taking up two parking spaces;

Any vehicle parked behind one or two vehicles.

Any vehicle in a reserved space without a proper Crowne Meadows registration sticker or a visitor in a reserved space without a Visitor tag.

Any Visitor parked in a visitor space without a visitor tag

Vehicles without proper handicap parking identification will be towed from handicap parking spaces.

Homeowners can call to have unauthorized vehicles towed only out of their assigned parking spaces. A tow ticket must be signed by the requesting party.

All vehicles in violation will be called into the Prince Georges County Police within one hour after being towed.

Diamond Towing & Recovery is a 24-hour company and will tow any vehicles in violation at any time. Signs will be posed accordingly.

Should you have any questions, please feel free to call Martha Barth at Allied Realty, 301-941-8929.