

# **DOMINION STATION HOMEOWNERS ASSOCIATION, INC.**

## **POLICY RESOLUTION NO. 2010 – 4.5**

### **PARKING REGULATIONS** **(Restated and Revised)**

**WHEREAS**, Section 55-513A of the *Virginia Property Owners' Association Act*, Va. Code § 55-508, *et seq.* (“Act”) grants the Board of Dominion Station Homeowners Association, Inc. (“Association”) the power to establish rules and regulations for the use of the property and with respect to such other areas of responsibility assigned to the Association by the Declaration; and,

**WHEREAS**, Section 55-515A of the Act charges all lot owners and their tenants, guests and invitees with compliance with the Act, the Declaration, By-Laws and Rules and Regulations of the Association, as amended; and,

**WHEREAS**, Article VII, Section 7.7 of the Declaration states that the Association’s Board of Directors possesses regulatory authority with respect to the use of the common area parking spaces located within the subdivision, and that each lot owner, his guests, tenants and invitees uses such parking spaces subject to reasonable rules and regulations adopted by the Board of Directors; and,

**WHEREAS**, other than driveways located on the individual lots, all other designated parking areas located in the Dominion Station subdivision are located on the Association’s common area; and,

**WHEREAS**, parking regulations were initially promulgated by the Board of Directors in 1993 (as Policy Resolution #4), which were restated, revised and republished by the Board of Directors in October 2006 and again in October 2008; and,

**WHEREAS**, it is the intention of the Board of Directors, by this resolution, to update the previously published parking regulations, and to include herein the recently approved policy regarding parking permits/visitor permits;

**NOW, THEREFORE, IT IS HEREBY RESOLVED THAT** the Board of Directors adopts the following revised parking regulations, to become effective July 1, 2010.

**PARKING RULES & REGULATIONS  
FOR  
DOMINION STATION HOMEOWNERS ASSOCIATION, INC.**

**I. PARKING RIGHTS**

Owners in good standing of non-garage town homes and their guests are entitled to the use of two (2) assigned common area parking spaces for approved vehicles. Garage town homes are not assigned common area spaces, but their visitors shall be entitled to the use of those common area spaces which are designated for visitor parking. Both garage and non-garage town homes enjoy the right of ingress and egress upon the parking areas. **Parking shall be regulated by a permit/sticker system and by designated (marked) parking spaces.**

An approved vehicle shall be deemed to include any conventional passenger vehicle, motorcycle, van, or truck as approved by the Board. All vehicles must have current state tags and safety inspection and, if required, current county sticker and Dominion Station parking stickers or visitor hangers. Vehicles shall be parked so as not to obstruct the spaces for other vehicles or, as applicable, the sidewalks. Vehicles must be parked in a designated parking space.

A. Parking privileges to use parking spaces on common area may be suspended by the Board for violations of the Association rules and regulations, to include covenant violations, and may also be suspended for delinquency in excess of sixty (60) days in the payment of any assessment obligation or related cost or fee, provided that the Lot Owner has been given notice and an opportunity for a hearing before the Board of Directors prior to such suspension taking effect. This authority to suspend parking privileges on the common area shall apply to both garage and non-garage town homes.

B. Parking spaces within the subdivision are for the exclusive use of the Association's members, guests and lessees, limited strictly to residents of Dominion Station. Only members (Owners) of the Association shall be issued vehicle permits. If an Owner does not reside in the community, he/she shall be responsible for requesting vehicle permit(s) for his/her tenants, in lieu of his/her own. A valid lease must also be on file with the Association.

1. All non-garage members will be assigned two individual spaces that are marked with "Lot Numbers" .

a. Parking or vehicle operation is not permitted other than on streets or designated parking spaces.

b. Vehicles parked in designated driveways that extend over the driveway apron, or which block the adjoining sidewalks are considered parking in violation of designated parking rules, and will be subject to enforcement action by the Association.

- c. Designated fire lanes must remain open for access of emergency vehicles.
- d. Access to the fire hydrants must remain unobstructed.
- e. Traffic must not be obstructed by double-parked vehicles.
- f. Vehicles on blocks or stands are a safety hazard and are not permitted to be parked on the property except in the owners' garages.
- g. All motor vehicles shall be driven only upon paved streets and parking lots. No motor vehicle shall be driven on trails or unpaved portions of common area, except such vehicles authorized by the Board of Directors as needed to maintain, repair or improve the common area.

2. All garage owners shall use their garage and driveways as their assigned spaces, pursuant to the Declaration and the Loudoun County Zoning Ordinance. Garage owners are prohibited from parking their vehicles on their lots in any manner that blocks the adjacent sidewalk, or the driveway apron, and may not park any vehicle on the grass portions of their respective lots. Vehicle parking for garage units is limited to the designated driveways or garages.

3. Owners and residents are responsible for informing their guests of all parking restrictions. Failure to do so by the owner in no way excuses or waives the obligation of the resident or guest(s) to abide by these rules, or from being towed. Association members, residents, and visitors are responsible for ensuring that their vehicles are in compliance with these regulations. Residents with a parking complaint should contact the independent towing contractor or the management agent in writing.

## **II. PARKING PERMITS / STICKERS**

Parking within the Dominion Station subdivision is regulated by the issuance of parking permits and Visitor hang tags ("hanger") to lawful residents within the subdivision. The permits are actually parking stickers which are affixed to the left bottom windshield of the vehicle, and the Visitor hangers are for display from the rearview mirror of the visitor vehicle. The parking sticker/hangers are issued by the Board of Directors through the management agent upon the registration of a vehicle with the management agent. All (garage and non-garage units) owners/residents must register their vehicles with the management agent in order to receive parking stickers/hang tags. The following regulations pertain with respect to the issuance of parking permits/stickers:

A. Each lot in the subdivision must register all vehicles associated with the home to receive a parking sticker and one (1) Visitor hanger. No additional permits or hangers will be

issued.

B. Upon the return of the parking sticker to the management agent (in the event that the resident changes vehicles), a new parking sticker will be issued, if required, at no cost.

C. Parking permits/stickers shall be affixed to the left bottom windshield of each vehicle.

D. In order to receive a permit/sticker, the resident must present the vehicle's current valid registration.

E. Parking permits must be obtained by registering vehicles with the management agent. Contact information for the management agent follows:

Kathy Simonovich, Community Manager  
Service First Management  
12084 Cadet Court  
Manassas, Virginia 20109  
(703) 392-6006

### **III. RESTRICTIONS - COMMON AREA AND LOTS**

In accordance with Sections 6.14 and 6.20 of the Declaration, no commercial trucks, vans, trailers, campers, recreational vehicles, boats or other oversized/large vehicles may be parked on the lots or in the common area parking. For the purpose of these regulations, a "commercial vehicle" shall be defined as any vehicle licensed as a commercial vehicle under the laws of any state, or any vehicle without commercial licenses but which has signs, decals, lettering and/or three-dimensional equipment, equipment racks or appliances that indicate that the vehicle is conspicuously used for commercial purposes, including any vehicle identified as belonging to any federal, state or local government agency. No bus, trailer, freestanding camper, recreational vehicle, bicycle, boat, mobile home, moped, motorized go-cart, ATV, dune buggy, trail bike or other such contrivance may be kept, placed, stored, maintained, or operated upon any portion of the common area, or parked or stored in sight on the individual lots. No truck that is longer than eighteen (18) feet or wider than eight (8) feet may be parked in the common area parking area.

All vehicles must display current registration and required permits and a Dominion Station permit to be kept upon the common area. No junk or derelict vehicle shall be parked on the common area parking area at any time. All approved vehicles must be kept in operating condition at all times. For this purpose, operating condition shall mean that all necessary parts of the vehicle such as, but not limited to tires, wheels, engine, brakes, etc. that are necessary for operation of the vehicle on public streets must be in operable and legal condition. No vehicle shall be parked with "For Sale" signs. All vehicles must be kept in proper operating condition so as not to be a hazard or a nuisance by noise, exhaust emission, fluid leaks and/or appearance.

B. Vehicles must be parked within the spaces provided and in such manner so as not to obstruct other parking spaces. Any vehicle parked outside of the spaces provided, parked in such a manner that blocks one or more vehicles, parked such that it occupies more than one space, parked in a posted fire lane, or across from or adjacent to a driveway entrance, or is parked without authority in a reserved parking space shall be subject to immediate towing **WITHOUT NOTICE**.

C. Visitor parking shall be in designated spaces only. Visitor parking is NOT intended for use by residents as overflow parking nor is it intended for long-term storage of any vehicle. For purposes of this resolution, residents are those persons who occupy a dwelling in the Association on a full-time basis and as their primary domicile. Visitor parking spaces are for the exclusive use of visitors who are visiting residents of Dominion Station. Visitor parking is on a first-come, first-serve basis. Visitor vehicles may not be parked longer than seventy-two (72) hours in any Visitor space without prior written approval. If a visiting vehicle will be in the community longer than seventy-two (72) hours, the resident who is hosting the visitor must notify the Community Manager accordingly and request approval. Visitor parking will be unrestricted daily from 7:00 a.m. to 9:00 p.m.

#### **IV. NO PARKING AREA**

“No parking” areas are those portions of the common area which do not contain any marked parking spaces. Parking is not permitted within thirty (30) feet of any entrance to a parking area. “No Parking” areas may be designated by the Board of Directors as required, or because of hazardous conditions, or to comply with Loudoun County Fire code, or as needed or requested by the members.

#### **V. PARKING SPACES**

No signs, initials, numbers, storage containers, or any other additions or alterations to parking spaces may be painted, displayed, or erected by any Owner or resident without the prior written consent of the Board of Directors or its designee. This restriction does not apply to a uniform numbering system used by the Association. The cost to correct this violation will be charged to the Owner along with a charge for administrative expenses.

##### **A. General Exceptions**

1. Any prohibited vehicle (as described in Section III, *Restrictions*, above) shall be permitted to enter the community grounds for the purpose of making service calls, having routine and minimal maintenance performed upon it, and for the loading or unloading of personal articles. Under no circumstances, however, are these vehicles to remain in the community during hours of darkness.

2. Maintenance and/or delivery vehicles, including moving vans, are permitted, provided that their services are performed in a normal and timely fashion and that such vehicles are parked so as to not generally obstruct traffic or access of emergency vehicles. Under no circumstances shall maintenance or other service vehicles remain on community property while not actively supporting or providing such service.

## **VI. VIOLATIONS AND TOWING PROCEDURES**

The Board of Directors authorizes the agent of Dominion Station to tow vehicles parked on the common area in violation of these Rules and Regulations:

1. Violations of the motor vehicle restrictions may result in towing of the vehicle to a storage area/garage at the expense of the vehicle owner or operator. Violations for which **towing is authorized include, but are not necessarily limited to, the following:**

a. Vehicles that are parked in designated fire lanes as described herein or are otherwise generally obstructing traffic and/or access of emergency vehicles to any location within the community. This includes vehicles that are double-parked. **NO NOTICE NECESSARY PRIOR TO REMOVAL.**

b. Vehicles that are parked in other than designated parking spaces, or parked in a designated "No Parking" area. **NO NOTICE NECESSARY PRIOR TO REMOVAL.**

c. Vehicles that are stored and/or abandoned. Definition - vehicles are considered to be in a state of storage and/or abandonment if any of the following conditions exist:

1) Any vehicles not displaying valid vehicle license plates, registration decals, safety inspection stickers, as may be required by the Commonwealth of Virginia, Loudoun County, or state of domicile and Dominion Station permits, etc. **NO NOTICE NECESSARY PRIOR TO REMOVAL.** The Association provides a seven (7) day grace period prior to towing. All vehicles violating this rule will be subject to towing on the 8<sup>th</sup> day.

2) Vehicles in an obvious state of disrepair. Vehicles may be kept on blocks, jacks, or jack stands only within the garages. **NO NOTICE NECESSARY PRIOR TO REMOVAL.**

d. Motorcycles shall not be kept in backyards.

e. Vehicles parked so as to prevent or impede access to adjacent parking spaces or parked so as to occupy more than one (1) parking space. **NO NOTICE NECESSARY PRIOR TO REMOVAL.**

f. Any vehicle parked in a Dominion Station common area parking space (numbered or visitor) without a parking sticker or visitor hanger. **NO NOTICE NECESSARY PRIOR TO REMOVAL.**

g. Any vehicle parked in violation of any regulation herein for which towing without notice is an express remedy of the Association.

h. Any vehicle parked in a reserved space(s) of other residents. Lot owners or lessees to whom the parking space is reserved may request the towing of a vehicle so parked, without notice. The lot owner or lessee requesting the tow must notify the agent that a tow is requested, and must be present at the site of the offending vehicle at the time the tow truck arrives. It is the responsibility of the resident to maintain markings clear of ice, snow, and leaves, or other obstructions, and to notify the Association in writing in the event the markings become faint or illegible due to normal wear. **NO NOTICE NECESSARY PRIOR TO REMOVAL.**

i. Vehicles of Owners who are delinquent in dues and assessments to the Association and who have had their parking privileges formally suspended by the Board of Directors. Such suspension shall occur only after written notice of the proposed suspension has been mailed by certified mail, return receipt requested or delivered by hand to the Owner. If the Owner affirmatively requests a hearing, the Owner shall have an opportunity to be heard by the Board prior to the imposition of such a suspension. After the Board has notified the Owner in writing of the suspension and the date that the suspension shall take effect, **NO NOTICE SHALL BE NECESSARY AFTER THE EFFECTIVE DATE OF THE SUSPENSION** for the removal of the vehicle(s) from the common area by towing. Suspension of the parking privilege shall encompass ALL common area parking spaces, whether marked as reserved, visitor, or unmarked, and shall pertain to ALL vehicles registered to the lot which is in arrears of the assessment obligation.

## **VII. RESPONSIBILITY**

Nothing in this Resolution shall be construed as to hold the Association or the Board responsible for damage to vehicles or loss of property from vehicles parked on or towed from the common area.

A. This Resolution is intended to serve as a protection to Members and residents to ensure that their rights are protected and to serve as a guideline for the Board as it carries out its duties to enforce the Regulations. The Board may determine the specific manner in which the provisions of this Resolution are to be implemented, provided that due process is afforded. Any inadvertent omission or failure to conduct any proceeding in the exact conformity with this Resolution shall not invalidate the results of such proceeding, so long as a prudent and reasonable attempt has been made to ensure due process according to the general steps set forth in this Resolution.

B. Notwithstanding any provision of this Resolution, the Association may initiate legal action at any time, and all legal fees and costs shall be assessed and attributed to the Lot Owner responsible for the offense. Lot Owners shall be responsible for the offenses of their tenants and their guests.

C. This Resolution shall supersede and replace any prior Resolutions or Rules and Regulations adopted that conflict with the terms of this Resolution.

**DOMINION STATION HOMEOWNERS  
ASSOCIATION, INC.**

By: 

Harry Anderson, President  
Board of Directors



# DOMINION STATION HOMEOWNERS ASSOCIATION, INC.

## PARKING RULES/REGULATIONS




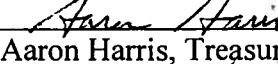
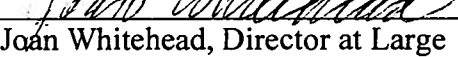
### RESOLUTION ACTION RECORD

Resolution Type: Regulatory No. 2010-4.5

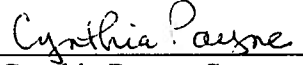
Pertaining to: Parking Rules/Regulations

Duly adopted at a meeting of the Board of Directors of the Dominion Station Homeowners Association, Inc., held on March 23, 2010.

Motion by: Cynthia Payne                      Seconded by: Aaron Harris

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
 _____ Harry Anderson, President	<u>X</u>	_____	_____	_____
 _____ Sarah Turner, Vice President	_____	<u>X</u>	_____	_____
 _____ Cynthia Payne, Secretary	<u>X</u>	_____	_____	_____
 _____ Aaron Harris, Treasurer	<u>X</u>	_____	_____	_____
 _____ Joan Whitehead, Director at Large	<u>X</u>	_____	_____	_____

ATTEST:

  
\_\_\_\_\_  
Cynthia Payne, Secretary

3/28/10  
\_\_\_\_\_  
Date

Book of Minutes - 2010

Book Resolutions:	Book No.	Page No.
Policy	_____	_____
<b>Regulatory</b>	_____	_____
Special	_____	_____
General	_____	_____

Resolution effective: July 1, 2010.