

Cameron Station Community Association, Inc.
Policy Resolution 22-01
Parking Policy

WHEREAS, Article III, Section 3.4 of the Bylaws grants the Board of Directors (the "Board") with all of the powers necessary for the administration of the affairs of the Cameron Station Community Association ("Association") in accordance with applicable law and the Project Documents, except for those matters which the applicable law or Project Documents require the Association's membership to approve; and

WHEREAS, Article IV, Section 4.3 of the Declaration of Covenants, Conditions and Restrictions states the Association shall be responsible for the maintenance, management, operation and control of the Common Areas and all improvements; and

WHEREAS, the Board believes that it is in the best interests of the Association to have an orderly system for the enforcement of parking within the Association.

NOW THEREFORE, BE IT RESOLVED THAT the Board hereby adopts this Parking Policy. This policy shall supersede any previously adopted parking policy. All homeowners, their family members, agents, guests, and lessees/tenants, as well as the Association builders and contractors, shall adhere to the rules and regulations set forth as follows herein:

PARKING PROVISIONS:

- I. PREAMBLE:** This document outlines the rules and regulations, vehicle registration and parking passes, and enforcement procedures for Resident and Visitor parking within the Association. It does not apply to the City of Alexandria streets of Cameron Station Boulevard, Somerville Street, Ferdinand Day Drive, and Brenman Park Drive. Residents and Visitors utilizing such streets for parking are subject to the City of Alexandria's public parking guidelines. Additionally, it is important to note that many of the provisions within this policy were established as legally binding by the City of Alexandria in the Declaration of Covenants, Conditions and Restrictions for Cameron Station Community Association, Inc., dated January 20, 1998, Sections 7.1.a, 7.1.c, 7.1.e, 7.5, and 7.12.

Although all of the standards listed within this policy are enforceable by the Association's Architectural Review Committee (ARC), the Association will prioritize policy execution along the following provisions:

- A. Enforcement of this Policy.
- B. Ensuring proper vehicle registration, decal usage and use of Visitor passes.
- C. Maintaining the integrity of Visitor Parking.
- D. Proper use of driveways/carports and garages to ensure a community aesthetic is maintained and that Resident/Visitor Parking is available as intended.

II. DEFINITIONS:

The following serves to define specific terminology throughout this policy:

- A. Owner: Any title owner of a lot within the Association.
- B. Tenant: Any person who possesses a leasehold interest in a lot within the Association.
- C. Resident: Any Owner, Tenant, or person occupying or residing at a residence within the Association for over 30 cumulative days in a calendar year.
- D. Abandoned Vehicle: Any vehicle left unmoved in an unassigned parking space for more than 14 consecutive days.
- E. Management: The Association's managing agent, who is contracted by the Association to administer the daily business of the Association.
- F. Common Area: Space within the Association that is not owned privately by an Owner or by the City of Alexandria. Sidewalks, private streets, green spaces and Visitor Parking are examples.
- G. Vehicle: A car, motorcycle, or any type of motorized conveyance.
- H. Visitor: Any customer of a commercial establishment; or a guest of a Resident within the Association; or any Resident who parks a vehicle in a phase of the Association in which they do not reside or own a lot; or person who occupies or resides at a residence within the Association for less than thirty (30) days.
- I. Visitor Parking: Spaces designated for Visitor parking within the Association are solely for Visitors. Except as otherwise provided in this policy, Residents MAY NOT use Visitor Parking within the phase they reside unless they reside in the same phase as, and are utilizing the Cameron Club facilities, pool, or Management office.

GENERAL INFORMATION:

The Association was built in phases and remains divided into phases for the purpose of enforcing Resident and Visitor Parking rules. Visitor Parking phases are coded on the parking decals and temporary parking passes issued by the Management office to Residents. See Appendix A for a breakdown of these phases.

- III. **VEHICLE REGISTRATION**: Residents are required to register all of their Vehicles (including those assigned or leased) with the Association within three (3) days of occupation of the residence or acquisition of the Vehicle.

Owners of rental properties are responsible for ensuring Tenants are informed of and comply with all guidelines and will be held accountable for violations by the enforcement process. Residents are responsible for informing their Visitor(s) of the Visitor Parking rules.

- A. Parking Decals: Upon registration of a vehicle, the Association will provide one assigned parking decal for each Vehicle.
1. Decals must be displayed in the lower-left portion of the Vehicle's rear window (driver's side), or in the case of a motorcycle, reasonably visible on the rear left side of the motorcycle. Vehicles parking in a designated Resident parking space must have decals correctly displayed or be subject to the enforcement process.
 2. Resident Vehicles utilizing Visitor Parking must be in compliance with Section IV of this policy or be subject to the enforcement process.
 3. All unmarked federal, state, and local law enforcement, or emergency Vehicles, which are conventional passenger Vehicles, shall not be considered commercial Vehicles. However, Residents who drive these Vehicles must register them (in addition to personal Vehicles) with the Association. Failure to do so may result in citations, fines and/or towing. Placement of the required Association parking decal will be considered on a case-by-case basis.
- B. Visitor Parking Pass: Upon registration with the Association following occupancy, one Visitor Parking pass will be issued to each residential unit. Each pass is valid for three (3) calendar years, after which a Resident in good standing will be issued a new pass by the Association. Use of an expired Visitor Parking Pass subjects the Resident to the enforcement process. Residents must be current with all Association assessments, charges, and legal fees assessed to their accounts before pass issuance. Visitor Parking passes may be replaced if lost by submitting a request to the Association and paying a \$25 fee via check made out to Cameron Station Community Association. The Management office will assess the approval of a replacement pass if the Resident is current in the payment of all Association assessments, charges, and legal fees assessed to their account.
1. Residents requiring more than one pass may apply for one additional, non-renewable temporary pass, which would be valid for up to 30 consecutive days from the date of issuance. Temporary passes may be obtained through the Management office.

IV. VISITOR PARKING

The Association has designated certain areas on private streets as either "Resident Parking" or "Visitor Parking." The intent of the following provisions is to ensure that all persons in the Association utilize parking as it is intended.

- A. Residents are not permitted to park in Visitor Parking. The ONLY exception to that rule is if a Resident is visiting another Resident in a different phase of the community from which they reside. They are then required to use the Visitor Parking pass of the Resident they are visiting for the duration of their visit. Residents may NOT use their own or a neighbor's Visitor Parking pass.
- B. Visitors may park their Vehicles in parking spaces designated for Visitor Parking ONLY up to 24 consecutive hours without displaying a Visitor Parking pass (however use of a Visitor Parking pass at all times is recommended). For longer than 24 consecutive hours, a Parking pass is required.
- C. Commercial vehicles related to work being done in the Association may park in Visitor Parking spaces during the hours of 7AM until 6PM Monday through Friday or on Saturday from 9AM until 6PM. No Commercial vehicles may be parked in Visitor Parking outside of those hours.

*Emergency weekend/evening work is excluded.
- D. Storage Containers/Crates: Residents must notify the Association in writing seven (7) days prior to the date the Resident intends to receive delivery of a portable storage container/crate from an off-site storage facility. The portable container/crate may only occupy one parking space as designated by the Association for no more than seven (7) days as approved by Management. One Visitor Parking space may be reserved for this purpose. Upon reservation with Management, signage/cones may be obtained from the Management office (\$150 deposit required). See Appendix B for the reservation form. Signage to be displayed to reserve the parking space no more than twenty-four (24) hours before scheduled delivery time. Specific delivery date/time should be included on the signage.
- E. Move Ins/Outs: Residents may request a move in/move out parking reservation in writing seven (7) days prior to the intended move date. Up to four (4) Visitor Parking spaces may be reserved to accommodate a moving Vehicle. Upon reservation with Management, signage/cones may be obtained from the Management office (\$150 deposit required). See Appendix B for the Reservation Form. Signage may be displayed to reserve the parking space no more than 24 hours before intended move in/move out and must include specific delivery date/times.

- F. Vehicles that are not approved to be parked in another Resident's assigned parking space (applies to Condominium units only) may be subject to the enforcement process including immediate towing without notice by contacting the appropriate Condominium management office or Association's Management office
- G. Inclement Weather: In the event of inclement weather, the Association reserves the right to suspend all Visitor Parking to accommodate snow removal. For further information regarding this please see the Cameron Station Snow Removal Policy (available at www.cameronstation.org).

V. UNAPPROVED VEHICLES

Except as specifically provided, below, Residents may NOT park the following vehicles anywhere within the community:

Commercial Vehicles

Commercial Vehicles are only permitted during the day, provided contracted work is being completed for an Owner. They are not permitted to be parked overnight in the community. A vehicle is deemed "commercial" if it is a motor Vehicle, other than a (1) passenger car, (2) truck (i.e., a motor Vehicle designed to transport property on its own structure independent of any other Vehicle and having a registered gross weight in excess of 7,500 pounds), and (3) recreational vehicle (see below), which is designed or used to carry, deliver, handle or move goods, to transport one or more persons who perform services in commerce, industry or trade, or to transport more than eight persons of any age, including the driver, and which has painted or displayed upon it any sign identifying or advertising any business, commercial venture, school or passenger transport service of any kind, or is registered with the Virginia Department of Motor Vehicles, or leased by the registered owner, to a corporation, partnership, sole proprietor, other business or commercial entity or school.

Recreational Vehicles

- Any motor home, self-contained camper, mobile home, boat, all-terrain vehicle, dune buggy, trailer, boat trailer, pop-up camper/tent trailer, horse trailer, any trailer or semitrailer used for transporting personal water craft, motorcycles, or all-terrain vehicles, whether or not the trailer or semitrailer is attached to another vehicle, and any other type of vehicle primarily designed for recreational use, not conventional passenger use.

Inoperative Vehicles

- A vehicle with a malfunction of an essential part required for its legal operation, or any vehicle partially or totally disassembled as a result of the removal of tires, wheels, engine or other essential parts required for its legal operation.
- A vehicle with expired tags will be considered "inoperable" as not legally permitted to operate with expired tags.

Abandoned Vehicles

- Any vehicle left unattended or unmoved in a visitor's parking space for more than fourteen (14). In cases where a violation is committed, a notice will be placed on the vehicle and if no response is received within 24 hours it will be subject to towing.

Other Equipment and Machinery

- Any agricultural, industrial, construction or similar machinery or equipment.

In addition, the Board reserves the right to provide exceptions for vehicles used for law enforcement or other governmental purposes.

VI. RESIDENT PARKING

Owner Responsibilities

Owners and Residents must ensure that their family members, Tenants, Visitors, and/or contractors comply with these rules and regulations. The Association shall not be responsible for any damages, injuries and/or causes of action arising out of the enforcement of any infractions.

- A. Residents/Owners must have the proper decal on their Vehicles to park in areas designated as Resident Only Parking – decal shall be placed as described in Section III.A.1. of this Policy.
- B. The parking of any Vehicle (or motorcycle) or portion thereof on any sidewalk, or common ground of the community is prohibited and may result in immediate towing.
- C. No one is permitted to park in any manner that impedes the normal flow of traffic, blocks any mailbox, or prevents ingress/egress of any other Vehicle to adjacent parking spaces or the open roadway.
- D. All drivers are prohibited from parking Vehicles in the emergency access easements or in any other manner that encroaches upon any such access easement or upon adjacent pedestrian walkways.
- E. No Vehicle may be parked in a manner that extends beyond the parking lines or crosses over the parking lines.
- F. No one may park any Vehicle perpendicular to the marked parking spaces.
- G. All drivers must operate Vehicles only on the paved roads of the community and the City's public streets within the Association.

- H. All drivers must have an operating license in order to operate a Vehicle within the Association (as required by law).
- I. If a Vehicle security system interferes with the right of quiet enjoyment of the community, Residents should call the police for a noise disturbance.
- J. Owners are responsible for clearing snow and ice from the driveway/sidewalk serving their home within 24 hours of the end of the inclement weather. For further information regarding this please see the Cameron Station Snow Removal Policy (available at www.cameronstation.org).

VII. USE OF DRIVEWAYS AND GARAGES/CARPORTS

- A. The principle use of individual garages shall be for passenger Vehicle storage only. Residents may also use individual garages for storage of personal property in a manner that does not create a fire hazard. Utilizing Visitor Parking to accommodate a Resident's Vehicle, while not using garage spaces is prohibited and subject to the enforcement process.
- B. Owners may not store boats, trailers, buses, campers, recreational vehicles, utility trailers, commercial vehicles, oversized vehicles or any other type of equipment, material, machinery, or goods in their garage in a manner which prevents the Owner from parking a passenger vehicle in the garage.
- C. Vehicle repairs, except for emergency repairs, are not permitted anywhere in the community. At no time shall any vehicle be placed on blocks or jacks.

VIII. ENFORCEMENT

Enforcement will be initiated in accordance with the Due Process Policy for Cameron Station (available at www.cameronstation.org).

Violations Subject to Immediate Towing:

Any Vehicle:

- Parked within fifteen (15) feet of a fire hydrant or in a designated fire lane;
- Occupying more than one (1) parking space;
- Extending beyond the parking lines;
- Parked perpendicular to a marked parking space or on a grassy area;
- Impeding access to sidewalk ramps or mailboxes;
- Constituting a safety hazard;
- Not registered with the Association and has parked in a Visitor Parking space without a valid parking pass for at least twenty-four (24) hours after a citation has been issued to the vehicle;

- Previously cited (3 times) for a similar infraction of this policy within any 12-month period that is not otherwise subject to immediate towing;
- Parked in an assigned Resident space without permission of that Resident; or
- Is not a Vehicle, but is a portable storage container/crate occupying a Visitor Parking space without prior written approval from the Management office.

IX. FINES

- A. Per the Enforcement and Due Process Policy (available at www.cameronstation.org) upon any finding of a violation, the ARC may impose monetary charges of \$50.00 for any single violation, and \$10 a day for a maximum of ninety (90) days (or such longer time as may be permitted by statute). Any monetary charges so imposed shall become an assessment against the Owner's lot.
- B. After three (3) violations of any parking policy regulations within a 12-month period, the vehicle will be subject to immediate towing and the ARC may impose monetary charges of \$50 for any single violation, and \$10 a day for a maximum of 90 days (or such longer time as may be permitted by statute).
- C. Unregistered Vehicles belonging to Residents parked within the Association for longer than three (3) days will be subject to a fine of \$10 per day.

Board of Directors' Responsibilities. Nothing contained herein shall preclude the Board of Directors from seeking injunctive relief or any other remedy available to it in a court of equity.

Owners' Responsibilities. If the Association must enforce this policy through any form of legal action, the offending Owner shall be responsible for all expenses and/or attorneys' fees incurred by the Association in enforcing the provisions of this policy.

Liability. The Association assumes no responsibility for the provision of any security service to protect Vehicles parked in the parking areas, and it disclaims responsibility for any damage to any Vehicle parked or operated on Association property. All Owners and Residents shall indemnify, defend and hold harmless the Association and its directors, officers, committee members, and agents against any claims arising out of the towing of a Vehicle.

X. MISCELLANEOUS:

This Policy replaces and supersedes ALL previous Parking Policies.

AMENDED AND ADOPTED by the Board of Directors this 25 day of January 2022.

CAMERON STATION COMMUNITY ASSOCIATION, INC

By: Andrew T Hill
 President

RESOLUTION ACTION RECORD
CAMERON STATION COMMUNITY ASSOCIATION, INC.
ADMINISTRATIVE RESOLUTION NO. 22- 01
(Parliamentary Procedures Parking Policies)

Duly adopted at a meeting of the Board of Directors held January 25, 2022.

Motion by: Joan Lampe Seconded by: Mindy Lyle

VOTE:	YES	NO	ABSTAIN	ABSENT
<u>Andrew T Hill</u> President	✓			
<u>Megan Christensen</u> Vice President	✓			
<u>[Signature]</u> Treasurer	✓			
<u>[Signature]</u> Secretary	✓			
<u>Chris Alex</u> Director	✓			
<u>[Signature]</u> Director	✓			
<u>M S Horton</u> Director			✓	

ATTEST:
[Signature]
Secretary

_____ Date

Resolution effective: _____ January 25, 2022.

FOR ASSOCIATION RECORDS

I hereby certify that a copy of the foregoing Administrative Resolution was mailed or hand-delivered to members of Cameron Station Community Association, Inc. on this 4th day of March, 2022.

CAMP Management

Managing Agent

Appendix A
Cameron Station Community Association Phases

Phases	Address
Phase 1 (I) Parking A	Barbour Drive 4951 Brenman Park Drive Cameron Station Blvd (Even 100's) Comay Terrace Gardner Drive John Ticer Drive Somerville Street (103-163) 171 Somerville Street Tull Place Waple Lane
Phase 2 (II) Parking B	Barrett Place Cameron Station Blvd (Odd 101-200's) Donovan Drive (5050-5142) English Terrace Kilburn Street (5000's) 5156 Knapp Place Martin Lane Minda Court
Phase 3 (III) Parking C	4950 Brenman Park Drive Cameron Station Blvd (Even 200-280) Donovan Drive (4000's & 5000-5009) Kilburn Street (4000's) Medlock lane Murtha Street 191 Somerville Street Somerville Street (200's)
Phase 4 (IV) Parking D	Bessley Place (5232-5251) Brawner Place (5193-5251) Cameron Station Blvd (Even 300-366) Fucci Court Grimm Drive Knapp Place (5109-5130) Lannon Court O'Neill Lane Tancreti Lane (Odd 5229-5449) Vos Lane
Phase 5 (V) Parking E	Bessley Place (5256-5265) California Lane Cameron Station Blvd (Odd 301-500's) Colonel Johnson Lane Helmuth Lane Livermore Lane Pocosin Lane
Phase 6 (VI) Parking F	Brawner Place (5133-5190) Ferdinand Day Drive Harold Secord Street Tancreti Lane (Even 5228-5250)
Phase 7 (VII) Parking G	400 Cameron Station Blvd, Unit # ____

*This Phase ONLY INCLUDES the Residences at
Cameron Station Condominiums*

Appendix B



CAMERON STATION CONE/SIGNAGE RESERVATION FORM

Cones/Signage are to be used for the sole purpose of reserving visitor's parking space(s) in accordance with the Cameron Station Community Association Parking Policy Resolution 17-01.

To reserve cones and signage from the Cameron Station Community Association Management office, please complete this form and return to the Management office with a security deposit check made out to "Cameron Station Community Association" for \$150. The deposit check will be returned either via mail to the mailing address you provide below, or it can be picked up at the Management office upon the return of the cones provided to you.

Cameron Station Property Address: _____

Resident Information:

Name: _____

Phone Number: _____

Email: _____

Mailing Address: _____

Reservation Dates: _____

Street/Visitors Space Location to be reserved:

Please check the reason for the reservation:

- Reservation for a Storage Pod** (only one space for up to 7 days)
- Reservation for a Move In/Out moving vehicle** (up to 4 spaces for 24 hours)

Cameron Station Community Association, Inc
200 Cameron Station Blvd, Alexandria, VA 22304
703-567-4881