

Village Oaks Parking Policy 2015/2016

The following is the Parking Policy for all Village Oaks residents which must be signed and agreed to in accompaniment with the resident's lease agreement. Village Oaks Apartments located at 2010 Campus Drive, Waco, TX 76705.

1. **ONE VEHICLE PER RESIDENT**

Each resident is allowed one registered vehicle.

2. **DESIGNATED PARKING**

All vehicles must be parked in designated parking areas only. All residents shall park vehicles within the marked lines of the space. All vehicles parked on Village Oaks property must have a current and valid registration, display a valid village parking sticker, and the vehicle must be on file with the Leasing Office.

All parking spaces are available on a first-come, first-served basis and at no time should any parking spaces be reserved for an individual by using a cone or other marker to suggest that a parking spot is reserved.

- No parking on sidewalks.
- No parking in or blocking fire lanes.
- No blocking fire hydrants
- No parking on any grass area, walkway, or path or common area.
- No unregistered, uninsured, or "under repair" vehicles are allowed on Village Oaks property.
 - Note: if a resident is in the process of selling, or repairing a vehicle, the resident must have written approval from the General Manager, Director of Operations, Director of Leasing, or Director of Residence Life.
- No vehicle, which is determined by the Management to be inoperable or leaking oil/fluid or posing a threat to the safety of the residents of Village Oaks, shall be stored or parked on Village Oaks property.
- No boats, trailers, campers, recreational vehicles or vehicles larger than vans/pickups are permitted to park on Village Oaks property, unless you have prior approval from Management.
- Vehicles taking more than one space is not allowed and may be subject to village resident fine, police ticket, and/or tow at the vehicle owners expense.
- Village Oaks is under the local police and campus police jurisdiction of enforcing any and all applicable parking and motor vehicle laws, regulations and ordinances.

3. **Parking Forward**

- All vehicles must pull forward into spaces, ensuring the vehicle is not blocking pedestrian sidewalks.
- Vehicles parked backward into spaces and vehicles blocking pedestrian sidewalks will be subject to a \$30 fine for residents and ticket and/or Tow for visitors and/or unregistered vehicles with the leasing office.

4. **VEHICLE REGISTRATION & PROOF OF INSURANCE**

- All resident vehicles must be registered at the Village Oaks Leasing Office.
- Residents must have copies of current insurance and current registration on file with the Village Oaks Leasing Office.
- Vehicle registration must be updated annually by residents.
- A change of vehicle must be registered with the Leasing Office within seven days of the date of the change of vehicle parking parked on the property.
- All vehicles must display current state registration tags and have proper insurance.
 - Village Oaks is under the local police and campus police jurisdiction of enforcing any and all applicable parking and motor vehicle laws, regulations and ordinances.
- Unregistered vehicles will be subject to tow at the vehicle owner's expense.

5. **HANDICAP PARKING**

Residents or Visitors with a valid state-issued handicap placard are authorized to park in any of the designated handicap parking spaces in the village.

Parking spaces are available on a first-come, first-serve basis. If the resident's vehicle is parked in a handicap space and the resident should become ill, or can no longer drive, then that vehicle must be moved to a general parking space so that the handicap space can be available to another resident.

Properly registered vehicles can only be parked in a single space, without being driven, for no more than

7 days unless given written approval by Management. **If a vehicle should remain in a handicap space, un-driven, for longer than 7 days then it will be towed away at the owner's expense.**

6. **VISITOR PARKING**

Visitors may park in visitor marked parking spaces or along fencing or middle island grass areas in the village. Visitors ARE NOT allowed to park in spaces directly in front of apartment buildings as these spaces are reserved for village residents ONLY. Vehicles found in spaces reserved for residents are subject to ticket and/or TOW at the vehicle owner's expense. ***It is the resident's responsibility to inform their guests of the parking rules for the village.**

Visitors may park in handicapped parking spaces with a valid DMV-issued handicapped license plate or placard for a 24-hour period.

Any extended (more than one day/night) overnight visitor parking on Village Oaks property must register their automobile with the Management on the next regular business day following the second night/day of the stay.

7. **MECHANICAL WORK**

At no time should a vehicle be extensively repaired while in the Village Oaks Parking Lot. Minor repairs may be conducted in designated areas with prior written approval from Management. There will be a designated area for minor repairs near the village laundry facilities. Please talk to a village staff member for more details.

8. **STATIC CLING STICKERS**

Static cling stickers will be used as official Village Oaks Parking Permits and must be displayed inside on the lower corner of the passenger or driver's side of the vehicle's windshield. There is no charge for the initial Village Oaks Parking Permit. Lost or stolen permits can be replaced upon payment of \$50.00. Damaged permits will be replaced at no charge upon return of the entire damaged permit to the Management Office.

Village Oaks Parking Permits are the sole property of Village Oaks Management and may be used only by the current resident / registered permit holder and may not be sold or transferred.

A parking permit does not guarantee the holder a specific parking space, merely the opportunity to park in an unreserved surface parking space.

All parking permits must be returned upon move out, or you may be charged a \$150 fee.

ANY VEHICLES WITHOUT A PARKING STICKER PARKED IN FRONT OF BUILDINGS WILL BE TOWED AT THE VEHICLE OWNER'S EXPENSE.

9. **TOWING POLICY**

Any vehicle found violating any section of this parking policy may be towed at the vehicle owner's expense.

In addition, the resident agrees to remove a vehicle that has any of the following characteristics; otherwise the vehicle will be towed away at the vehicle owner's expense:

- Non-movable
- Non-drivable
- Disabled
- Non-motorized
- Unregistered
- Not bearing a valid parking sticker
- Un-driven vehicles stationary longer than 7 days after unsuccessful attempts to contact the vehicle's owner and no documentation management on file.

The resident shall pay all the associated charges incurred in the towing, removal, storage or disposal of any vehicle in violation of any authority or property regulations.

10. **CHANGES AND/OR MODIFICATIONS**

This parking policy may be amended or modified by Village Oaks Apartments Management at any time. Residents will be notified of any changes and given reasonable notice prior to implementation.