

2012 WPHOA PARKING REGULATIONS AND ENFORCEMENT

The WPHOA covenants are very clear on parking and on the Boards responsibility to set regulations and enforcements on behalf of the association. (See WPHOA Covenants: User Restrictions, (i) Parking. Paragraph 6 Association Rights and Restrictions lays out the responsibility of the Board acting for the association to lay out rules and regulations to ensure adherence to the covenants.

It is with this sense of responsibility and spirit of neighborhood that the Board has adopted the following parking policy. While the ACC and Board will take primary responsibility for enforcing the policy, adherence to the covenants and this policy is the responsibility and obligation of all 52 homeowners. If everyone adheres to the covenants, there will be no need for “enforcement”.

HOMEOWNER PARKING: ONE OR TWO VEHICLES

1. First two vehicles must be parked in the garage.

- a) Home owners must park the first two household vehicles in the garage. All neighborhood garages are built for two vehicles.(see covenant references above)
- b) It is preferred that home owner do this at all times, but in the daily flow of the household it is understood that this is not always possible.
- c) Parking of either of the first two vehicles in the driveway is allowed on a temporary basis with approval of the ACC Chair, Board President, or Board.
 - A request must be submitted in writing (email is acceptable) to the Board President or ACC Chair. Forms are available.
 - Request must state the reason for the request, i.e. remodeling where the garage is a staging point
 - Requests must state the time frame for the request
- d) Maximum time for exception request is ninety (90) days.
 - Board may grant a waiver to this time period, but must be done by a vote of the Board.
 - Without a Board waiver, the home owner must reapply for an extension.

Enforcement and Penalties

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| 1st Step: | Call to homeowner from ACC or Board member (if unable to reach after third attempt, a written warning notice will be sent to the homeowner.) |
| 2nd Step: | Stern warning letter citing the probability of fine if the offense continues. |
| 3rd Step: | Fine of \$10 per day retroactive to the date of the initial call when the offense was observed) |

Note: Fines may be assessed immediately after additional violations of the parking regulations once the 1st, 2nd and 3rd step warnings have been provided. Any additional violations of the parking regulations in a 12 month period will be receive automatic fines.

HOMEOWNER PARKING- MORE THAN TWO VEHICLES

2. Parking in the driveway of a third vehicle is allowed under the conditions cited below:

- a) More than two permanent vehicles
 - Request that homeowner notify the HOA board and/or ACC if they have more than 2 vehicles which they consider to be permanent.
 - This is a courtesy to avoid unnecessary citing of households when a car parked in the driveway is a third permanent vehicle. (Form is available from ACC Chair)
- b) More than two temporary vehicles
 - Request that residents notify ACC chair when overnight guests will require vehicle in the driveway for a time exceeding 3 days to avoid unnecessary citing of violations.

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GARAGE DOORS

3. **Garage door are to be kept closed as much as possible unless entering or exiting the garage and/or working outside on the lawn. (Paragraph 1 (i) Parking)**
 - a) Garage door(s) open for ventilation during the summer months is acceptable as long as the door is not open wide enough for the contents of the garage to be seen from the street.

STREET PARKING. WPHOA streets are private and are narrower than public streets. As such, safety has been a key factor in setting the neighborhood standards for street parking.

4. **No street parking overnight under any circumstances on any street, cul-de-sac, circle or shared driveway is allowed.**

Enforcement & Penalties

1st STEP: Warning with a “ticket” on the windshield and a letter to the home owner
2nd STEP: Second and third time - fine of \$25
THEREAFTER: TOWING OR BOOTING

Note: Fines may be assessed immediately after additional violations of the parking regulations once the 1st, 2nd and 3rd step warnings have been provided. Any additional violations of the parking regulations in a 12 month period will be receive automatic fines.

5. **Westbrooke Circle parking is allowed on the right side only as traffic flows.**
 - a) The Circle is a one way street. “One-Way” and “No Parking This Side” signs will be erected to remind residents and alert visitors.

Enforcement & Penalties

1st Step: Notice on the windshield indicating violation
THEREAFTER: \$10 fine per occurrence

6. **The only parking allowed in the two cul-de-sacs is for vehicles providing real time services to a homeowner located on the cul-de-sac. The vehicle owner must be physically present on site and available to remove the vehicle immediately if so notified. If the homeowners ‘ driveway is vacant and two cars are already parked in the garage, the service vehicle must park in the driveway and not the cul-de-sac.**
 - a) Parking on the cul-de-sacs can block traffic in general but especially larger vehicles such as fire, garbage, rescue, etc. To balance safety concerns and convenience for those living on the cul-de-sacs, the Board has adopted the above policy regarding cul-de-sac parking.

Enforcement & Penalties: Same as #4 above

7. **Residents having an event should notify neighbors that multi vehicle parking will take place**
 - a) This is both a courtesy and a safety consideration. Please provide the neighbors expected to be affected with the time and duration of your event.
 - b) The homeowner is responsible for ensuring that guests comply with the parking policies of the HOA as stated in this policy and in the covenants.

Enforcement & Penalties: Same as #4 above

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2023 Amendments to 2012 Parking Regulations:

8. The term “**covenants**” herein means the Westbrooke Place 2003 Amended and Restated Declaration of Covenants and Bylaws.
9. The term “**homeowner**” herein is synonymous with and includes “**Owners**” and “**Occupants**” as defined in the covenants.
10. The term “**overnight**” herein means parking for any duration between 11:30 p.m. and 7:00 a.m.
11. Unless otherwise approved in advance in writing by the Board:
 - a) the maximum number of vehicles permitted on Westbrooke Place streets for any event shall be limited to **fifteen (15)** passenger vehicles of normal size and type;
 - b) all events must be by invitation only, and no event shall be “open” or otherwise broadcast to the public at large, as for example, yard sales and estate sales.
12. No parking is permitted at any time, any day on either side of:
 - a) curved portions (i.e., the corners) of Westbrooke Circle;
 - b) the downhill portion of the front entrance from Old Johnson Ferry to the WP stop sign; or
 - c) the “blind curve” in front of the residences at 1102, 1104 and 1105 Westbrooke Way.