

AKW Parking Policy Update (01/01/2018)

Purpose: This serves as an update to AKW's set of parking policies and rules for visitor parking and for the towing of vehicles from visitor parking and from the three "R" spaces near the main entrance of the building.

Scope: This document states the Association's policy for its common-element Visitor Parking spaces, including under which circumstances residents may park in them. This policy is meant to clarify, standardize, and make transparent enforcement of the rules surrounding parking in the visitors spots and towing for violations. Unit-owned, private parking spaces are the property of the owner and are not subject to this policy.

Updates: This updates the previous policy, which was passed in September 2016 and came into force 1st October 2016. This update includes the elimination of the once-yearly "courtesy call," clarifies parking rules for the "R" spaces, offers clarification of the issuance of parking hang tags, and states the no-exceptions towing policy for the fire-lane loading dock.

A. Policy: Visitor Parking for Visitors

A1. Every vehicle parked in an AKW visitor parking space must sign in every time it is parked there, and every day of its stay. Vehicles not signed-in or not displaying a valid hang-tag will be towed without question and ***without exception***.

A2. No visiting vehicle is allowed to park in visitor parking for more than ten overnights, except as authorized by the hang-tag allowance in item A3, below.

A3. Visitor parking sign-ins for all parkers expire the following day at noon. For visitors using visitor parking for more than one day, the vehicle must be signed in daily and also each time the vehicle leaves and returns. For instance, if a vehicle is signed-in on a Saturday afternoon, that sign-in expires the following noon and the vehicle must be moved or signed-in again, or it will be towed.

A4. The office is authorized to issue hang-tags for visitors staying longer than ten days at a time. Hang-tags are not issued to guests who are visiting for ten overnights or fewer.

A5. Residents must request a hang-tag for their guest; the guest may not initiate the request. Request forms are available on the website or at the office.

A6. Residents may request a hang-tag for their visitor for a period of 11 to 21 days, with a total annual allowance of 42 days per resident in a calendar year.

A7. Hang-tags are only issued by the office during daytime hours and not by the evening or overnight guard.

A8. Vehicles with expired hang-tags will be towed; it is the visitor's and resident's responsibility to ensure they know when the tag expires.

A9. Note that requests for accommodation must be made to the office, in writing. Requests for accommodation are covered by other Association policies; consult those for more information.

B. Policy: Parking in the "R" Spaces

B1. The "R" spaces—aka 30-minute spots—are a shared accommodation to allow for residents to park and unload their vehicles; vehicles left in an R space for longer than 30 minutes will be towed, without exception.

B2. As the "R" spaces are a shared resident accommodation, vendors and delivery vehicles may not park in the R spaces.

B3. Signing-in for use of the "R" spaces is a requirement; those not signed in are subject to the towing policy.

C. Policy: Loading Dock Towing

C1. The loading dock is designated by the Fire Marshall as a fire lane—this includes the area from the "R" spaces to the driveway curve at the north end of the building; it is a tow-away zone.

C2. The loading dock is for immediate loading and unloading; any vehicle left unattended will be towed, except for active move-ins / -outs, as defined in item C3.

C3. For move-ins / -outs, the unit moving in or out must check-in with the office upon arrival and upon completion of the move. The unit must provide contact information that would facilitate immediate contact with the unit in the event of a fire or other emergency where the moving truck would need to be relocated quickly and without delay. Residents moving in or out should consult the rules on moving activities found in the Resident Handbook and must follow the Office Manager's direction to minimize unnecessary standing in the loading dock / fire lane.

C4. Contractors must unload their vehicles and then immediately relocate them; they must sign-in the log book if they are parking in visitor parking and follow the rules for using visitor parking.

D. Policy: Visitor Parking for Residents

D1. The purpose of this part of the policy is to allow residents to park in AKW visitor spots when parking on Yoakum Parkway is illegal; if the City changes its parking rules for Yoakum Parkway, the Board will revisit this policy at its next meeting.

D2. AKW residents may park in visitor parking during the hours of 7AM through 6PM, Monday through Friday, excluding holidays.

D3. AKW residents may not park in visitor parking during any hours other than those noted in D1, nor on weekends, nor holidays, as defined by the City of Alexandria: <https://apps.alexandriava.gov/ParkingInfo/ParkingInfo.aspx>.

D4. Residents must follow all requirements for visitor parking, such as signing in their vehicle in accordance with the sign-in policy, and parking within the marked lines.

E. Private, Unit-Owned Parking Spaces

As always, private parking spaces belonging to individual owners and are not common elements: they are owned by the individual owner and that owner retains the full authority to have vehicles that are parked in their spaces towed. This is a matter between the towed parker and the owner of the parking space.



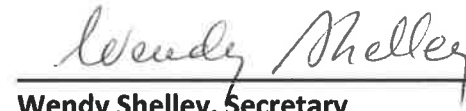
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