

FIFE ROAD CO-OPERATIVE HOMES INC.

# **PARKING POLICY**

Approved by the Board of Directors January 24, 2019  
Confirmed by the Members January 31, 2019

# **PARKING POLICY**

## **DEFINITION**

For the purpose of this statement, the term "vehicle" shall be constructed to include cars, vans, trailers and motorcycles and all such conveyances must have current license plates and valid permit stickers affixed. If a vehicle is not plated, the member must show proof of insurance. The word "member" shall include those people whose names are listed on the Occupancy Agreement, Schedule A, which sets out the terms of occupancy of any unit at the Co-op. "Visitor" means any non-resident calling at the Co-op for social or business reasons. "Overnight" shall be construed as the hours between 11:00 p.m. and 7:00 a.m.

## **PURPOSE**

- The purpose of this statement is to make clear the Co-op's policy on parking and operation of vehicles on Co-op property
- It is intended to allow fair and equal access to residents, visitors and staff
- To provide secure and safe parking for each unit, visitor and staff member

## **POLICY**

### **1. ACCEPTABLE USES OF PARKING SPACES**

- a) The Co-op shall maintain 99 unit parking spaces with additional parking spaces for a second vehicle, visitor, accessible, and staff parking. The exact number of each will be approved by the Board of Directors from time-to-time. Each space will be marked to identify its intended use. All vehicle parking spaces on the property are provided for specific uses. These uses are controlled by

- municipal planning requirements and by policies and regulations adopted by the Co-op from time to time
- b) Each unit will be allotted one designated parking space. Each vehicle must be registered in the Co-op office with supporting ownership and insurance documentation
  - c) Each registered vehicle will be given an official Co-op permit which must be affixed to the vehicle
  - d) Any vehicle which is unregistered may be ticketed and/or towed. If a vehicle is parked in an accessible spot without an accessible permit, they will be ticketed and/or towed at the owner's risk and expense
  - e) Parking for one (1) additional vehicle at a cost to be determined by the Board of Directors (no partial months) may be available on a first-come, first-serve basis. There is no guarantee that there will be enough empty parking spaces to allow for a second vehicle. Applications for a second vehicle (which will also be issued an official Co-op permit) are available in the Co-op office. The Board of Directors may review the additional vehicle charge and increase, as necessary
  - f) Additional vehicles are not allowed to be parked on the property. If no spaces are available for a second vehicle, off-site parking must be used. Households who do not have a vehicle **may not allow or register any other member's vehicle to park in their space.** Member designated parking spaces are for the use of the household and their guests only, as applicable.
  - g) Parking spaces for visitors will be utilized only by visitors. The visitor parking spaces are not to be used for a household's additional vehicle(s). The vehicle(s) will be towed away at the owners risk and expense.
  - h) Long term guests can/will be provided with a guest parking permit which must be obtained from the Co-op office prior to the guests' arrival. Parking space availability is on a first come basis. If no parking is available on the property, visitors must park off-site
  - i) Vehicles must not be parked in such a way as to impede the passage of other vehicles oversized vehicles that

- impede others from properly utilizing their designated parking space will not be allowed on the property
- j) Vehicles may not be parked in an area other than their designated parking space such as on the roadway or at the property entrances so it does not impede the passage of emergency vehicles
  - k) Abandoned or illegally parked cars may be towed away at the owner's risk and expense. All vehicles must have current plates/registration
  - l) Vehicles with expired plates/registration may be parked in their assigned parking space for one (1) month only. Extensions may be approved by the Board of Directors for up to six (6) months if requested and as applicable
  - m) Vehicles that are used for storage of items may be towed away at the owners risk and expense even if they have a Parking Permit
  - n) A vehicle/Parking Register will be maintained by the Co-op office. Changes in a member's vehicle, ownership or insurance cancellation must be reported to the Co-op office promptly

## **2. MAINTENANCE OF VEHICLES**

- a) Members are expected at all times to keep their vehicles in such a state of repair that they cause no excessive noise or pollution that could interfere with the reasonable enjoyment of the premises by other occupants or create damage to the driveways or roadways of the Co-op.
- b) Major vehicle repairs such as, but not limited to, motor, transmission, auto and/or body work are not allowed on Co-op property at any time. If this is not adhered to, any damage caused will be charged back to the member. Any spills and/or leaks must be cleaned up immediately (for example, kitty litter will absorb oil or anti-freeze). Cars are not to be left unattended mounted on blocks or jacks of any kind

## **3. NO DERELICT VEHICLES ON CO-OP PROPERTY**

All vehicles parked on Co-op property must be roadworthy, insured and bear a valid dated vehicle plate registration sticker. Any derelict vehicles found on Co-op property will be towed away at the owner's expense

#### **4. PENALTY FOR VIOLATION OF THIS POLICY**

- a) THE City of Guelph parking enforcement will issue fines and/or tow away vehicles from property in violation of this policy
- b) A member in violation of this policy may be requested to attend a Board of Directors meeting, at which time termination of occupancy may be considered
- c) On issues where this policy is silent, the terms of other applicable policies and bylaws shall apply