

Parking Violations Procedure

Approved: 08/182009. Revised: 08/17/2011, 05/15/2013, 03/18/2015, 01/01/2020

Purpose: This policy outlines the parking violations of the HOA, provides the process to be followed, supports the Rules and Regulations #24 and adheres to the membership vote (March 2009) to enforce the rules.

Responsibility: Per the Declaration of Covenants for Silverlakes-Gateway, it is the homeowner's responsibility to abide by the HOA Rule #24 - Parking. The homeowners association will not be responsible for any charges or damages related to towing or booting of vehicles.

Parking Violations: Rules & Regulations # 24 does not allow for parking on our streets. Vehicles must be parked on driveways or in garages. That said, the HOA board understands that there are numerous occasions when vehicles must be parked on our streets by the residents, guests or vendors. All residents are expected to minimize these occasions as much as possible. Therefore, the board will not consider it a violation to park on the street for these occasions. However, the following are parking violations that will be enforced:

1. Vehicles parked on any of our community streets during the hours of 2 AM and 5 AM.
2. Vehicles parked in our community clubhouse parking lot between the hours of 1 AM and 5 AM without a Silverlakes Parking Permit on the dashboard visible to the outside. Note: The fitness room is open from 5 AM to 1 AM
3. Vehicles parked on home lawns at any time, unless it is in the obvious process of being washed. Vehicles parked on common area grass. (If two or more tires are 100% on the grass and off the pavement or gutter, then the vehicle is to be considered in violation of this parking rule.).
4. Boats, trailers, campers and RV's must be parked inside the home's garage at all times unless it is in the obvious process of being washed or loaded for use (see boats, trailers, campers, RV's below).
5. Commercial vehicles and/or work vehicles (tools and/or supplies showing) shall not be parked in Silverlakes from 2 AM to 5 AM, with the exception of vendor vehicles being used in the performance of emergency work at a residence.
6. Vehicles with commercial signs or logos shall not be parked in Silverlakes from 2 AM to 5 AM. They must be parked in the garage.
7. Vehicles that do not have a license plate or are obviously unable to operate under their own power will be in violation.

Enforcement: The methods of enforcing the parking rule on the streets will be as follows:

1. The Security Patrol will issue a “\$100 fine ticket” on the first offense. The ticket will state that the next violation will be enforced with towing or booting of the vehicle.
2. The Security Patrol will either “boot or tow” the vehicle on the second and all future offenses. Each violation will be recorded in the patrols log system.

The homeowner shall be given the right to appeal before the association’s Fine Appeal Committee through a written 14-day notice of appeal as per state HOA statutes.

Boats, trailers, campers, and RV’s: These vehicles may be parked temporarily in the driveway overnight for loading and/or early morning departure. This must be done with the Silverlakes Parking Permit (obtained from the property manager) posted on the vehicle so as to be read easily by the security patrol company. Parking without the permit will be a violation of this policy.

Parking Permit: Parking permits are required as discussed above. They are valid for a maximum of seven (7) consecutive days. It is the homeowner’s responsibility to obtain the permit from the property manager by contacting the property management office. The parking permit may be obtained Monday through Friday, 8 AM to 3 PM. For weekend days or holidays it is the homeowner’s responsibility to obtain the permit in advance.

Temporary Parking Permits: In the case of the unexpected need for a parking permit after 3 PM or on weekends/holidays, the homeowner may go to the web site, (www.silverlakes-gateway-hoa.com) and obtain a temporary permit. It is the homeowner’s responsibility to follow the guidelines below to avoid booting or towing:

1. Call the property manager’s office and leave a message that you are in need of a temporary parking permit and that you obtained it from the web site.
2. Download the form Temporary Parking Permit from the Silverlakes web site. Fill it out completely and place it on the driver’s side of the dashboard, visible from the exterior.
3. Notify the property manager the next business day if a regular parking permit is needed.

Permit Information needed:

Silverlakes Parking Permit	Silverlakes Temporary Parking Permit
Issued to:	Issued to:
(Name)	(Name)
(Address)	(Address)
Make _____	Make _____
Plate # _____	Plate # _____
Dates _____	Dates _____
Permit # _____	