

**COUNCIL OF UNIT OWNERS OF PALLADIAN CONDOMINIUM
AT ROCKVILLE TOWN SQUARE**

COUNCIL PARKING AND GARAGE USE POLICY

I. Introduction

A. Definitions:

1. "Palladian" or "Council" means the Council of Unit Owners of Palladian Condominium at Rockville Town Square
2. "Garage" refers to the private Block 5 garage and that portion of the private Block 4 garage assigned to the Palladian Condominium.
2. "Resident," for the purpose of these rules only, "Resident" refers to the person(s) residing in the Palladian with a legal right to use a designated parking space in the garage and to any non-resident Unit Owner of a designated parking space in the garage who has not assigned the right to use such space to any other individual.
3. "Over-sized vehicle" means any vehicle whose length extends beyond the white parking strip more than 18 inches when parked against the wall or front parking strip, and any vehicle with a width greater than the width of the parking space.
4. "Unauthorized vehicle" means any vehicle parked in a designated parking space that is not registered with the Management Office or any vehicle that is parked or otherwise left unattended in the drive aisles of the garage.
5. "Vehicle" means any device or structure for transporting persons or things.
6. "Junk vehicle" means any vehicle that cannot be operated in its existing condition because the parts necessary for operation, such as, but not limited to, tires, wheels, windshield, engine, drive train, driver's seat steering wheel or column, gas or brake pedals, are removed, damaged, or destroyed or has a significantly deteriorated body condition. These vehicles shall be deemed to be junk vehicles, regardless of the display of a valid state license, registration and/or inspection sticker.

B. Purposes: the purposes of these rules are as follows:

1. To preserve and protect the rights of Residents to use their designated parking spaces and prevent unauthorized use of such spaces. To this end, these rules provide for identification of vehicles parked in privately owned parking

spaces so as to facilitate the removal of vehicles not authorized to park in those spaces.

2. To enable Residents to use their designated parking spaces as they deem appropriate, consistent with the nature and function of the garage.
3. To ensure that the private parking spaces and common areas of the garage are kept clean and maintained in such a manner so as not to create a hazard or damage or otherwise increase the cost of maintaining the garage.

II. Garage parking for Palladian residents

- A. All Residents must register all vehicles, except for bicycles, with the Management Office by providing the Management Office with the description and license plate number of all vehicles that each Resident may park in the garage along with the number of Resident's designated parking space(s).
- C. Unit Owners who are not residents may park vehicles in their own parking space if they are renting out their unit but have not assigned the right to use the parking space.
- D. No vehicles may be parked or otherwise left unattended in the drive aisles of the garage, or otherwise outside of a designated parking space.
- E. Residents are responsible for ensuring that their guests comply with the garage rules.

III. Use of parking spaces

- A. Except as otherwise provided herein, designated parking spaces shall be used for the parking of the following vehicles only:
 1. Parking is restricted to passenger automobiles, recreational sports vehicles, motorcycles, motor scooters, motorbikes, bicycles, small trucks, vans, jet skis, trailers, and boats.
 2. Motor homes, campers, etc., may be parked in designated parking spaces provided that they do not violate the oversized vehicle prohibition.
- B. A Resident may park an automobile and smaller motor vehicle (motorcycle, scooter, motorbike) or bicycle in a single parking space, provided that the smaller vehicle is parked in front of, and perpendicular to, the automobile. If the same resident owns adjoining parking spaces, a smaller vehicle may be parked between the two automobiles owned by the Resident. At no time shall the parking of more than one vehicle in a single space interfere with the ability of those utilizing adjacent parking spaces to park or enter and exit their vehicles.

- C. Oversized vehicles may not be parked in any parking space without the prior written approval of the Board of Directors. The Board of Directors can give such approval only if the parking space is located in such a manner as not to cause a hazard or substantial interference to others who use the garage. At no time shall the parking of any vehicle in a parking space interfere with the ability of those utilizing adjacent parking spaces to park or enter and exit their vehicles.
- D. All vehicles must be parked within the lines of the designated parking space, except for authorized oversized vehicles, which may exceed the length of the parking space.
- E. Parking spaces may not be used for storage of non-vehicles.
- F. Residents are responsible for cleaning up oil and other fluids that have leaked onto the surface of their designated parking space and are further responsible for any damage caused by such fluids flowing or being tracked onto the common areas of the garage, lobbies, carpets, etc.
- G. When notified by the Management Office that the parking garage will be cleaned, or otherwise serviced, Residents must remove all vehicles from their designated parking space(s) in accordance with the directions of the Management Office.

IV. Handicapped parking

- A. A designated handicapped parking space that is privately owned may be used only by the Resident to whom the parking space is assigned or by such Resident's guest.

V. Bicycle parking

- A. Bicycles must be secured to the bicycle racks that have been provided for the convenience of the residents.
- B. In the alternative, a Resident may park bicycles in the Resident's designated parking space in accordance with Section III of these rules.

VI. Prohibited vehicles

- A. Moving vans, service vehicles, and delivery vehicles are not allowed in the garage without prior written approval of the Board of Directors.
- B. Vehicles loaded with debris and/or construction material are not permitted in the garage without prior written approval of the Board of Directors.

- C. No junk vehicle or other vehicle on which current registration plates are not displayed or which has prolonged flat tires may be parked in the garage without prior written approval of the Board of Directors.
- D. No vehicle leaking oil, grease, or other damaging fluids may be parked in the garage.

VII. Use of garage

- A. Vehicle repairs requiring removal of engine oils, gear and engine grease, other motor fluids such as transmission fluids, and brake fluids, are not permitted anywhere in the garage. Minor vehicle repairs such as battery replacement, tire changing, non-oil/grease operations, and non-painting operations are permitted, provided that the area is cleaned after repairs have been completed and that drive aisles and access to parking spaces are not obstructed. All other repairs are not permitted.
- B. Washing and cleaning of vehicles is not permitted in the garage, except that vacuuming of cars is permitted provided that drive aisles and access to parking spaces are not obstructed. The cleaning of vehicles by removing debris and/or other materials stored in the trunk or inside vehicles is permitted, provided that the debris and materials are properly disposed of and not placed in or adjacent to any Resident's parking space or in the driveways.
- C. Tampering with or propping open any garage door is prohibited. This includes, the overhead garage doors, the pedestrian door to the Palladian Garage from the Public Garage and the doors to the Palladian Garage elevator lobbies. Such doors must be properly secured in a closed and locked position after use.
- D. Trash cans located in the garage elevator lobbies are for the convenience of Residents in disposing of trash from their vehicles (i.e., cups, fast-food containers, etc.). They are not to be used for disposing of household trash. All household trash must be disposed via the trash chute in the trash room located on each floor.

VIII. Enforcement procedures

- A. The Management Office shall prominently post signs in the garage stating that unauthorized vehicles may be towed. The sign shall include the name and telephone number of the towing company and shall otherwise comply in all respects with all applicable laws pertaining to the towing of improperly parked vehicles.
- B. Limited Common Element Parking Spaces. Residents with the exclusive right to use a Limited Common Element parking space are responsible for contacting the Council's towing contractor if the Resident wishes to have a vehicle removed from their Limited Common Element parking space. Residents may only use the

Council's towing contractor to remove vehicles from their Limited Common Element parking space. Before contacting the Council's towing contractor, a Resident must fill out a parking violation form at the onsite management office during office hours or the concierge desk if the management office is closed.

- C. General Common Element Areas. Any vehicle that is parked in the general common areas of the garage in violation of any provisions contained in this Policy shall be deemed to be parked without the permission of the Council and subject to enforcement as provided by the Enforcement Procedures set forth in Section VIII herein and in accordance with applicable law which provides for the removal by towing of any vehicle that is so parked without permission. Any vehicle parked in any General Common Element area or space without permission is subject to being towed and stored off the property at the vehicles owner's expense and risk. A notice of infraction shall be placed on the vehicle at the time the Council's staff notes that the vehicle is otherwise in violation of this policy and the Council's staff shall complete a parking violation form; however, the vehicle may be towed immediately following placement of the infraction on the vehicle and completion of the parking violation form.

- C. Towing will be at the unauthorized vehicle owner's risk and expense.

- D. The Council, its members, Board of Directors, officers, agents, and representatives shall not be liable for any damages incurred by the owner of an unauthorized vehicle caused by the towing of the vehicle from the garage.

This policy was adopted in accordance with Section 11-113 of the Maryland Condominium Act.

**COUNCIL OF UNIT OWNERS OF
PALLADIAN CONDOMINIUM AT
ROCKVILLE TOWN SQUARE**

By: _____

CERTIFICATE OF PUBLICATION

I hereby certify that a copy of this Resolution was mailed or hand-delivered to the members of The Council of Unit Owners of Palladian Condominium Council at Rockville Town Square on the _____ day of _____, 2008.

Managing Agent

