

NORBECK GROVE COMMUNITY ASSOCIATION
20440 Century Boulevard, Suite 100
Germantown, Maryland 20874
(301) 948-6666 FAX (301) 963-3856
tmgainc@themgmtgroup.com

POLICY RESOLUTION
CONCERNING VEHICLE PARKING AND STORAGE AND
ENFORCEMENT PROCEDURES

WHEREAS, Article 7, Section 7.1(a) of the By-Laws of the Norbeck Grove Community Association (“Association”) grants the authority to the Board of Directors to adopt and publish rules and regulations governing the use of the Common Area, Cluster Common Area and Community Facilities and the personal conduct of the Members and their guests thereon and to establish penalties for any violation thereof; and

WHEREAS, Article 9, Section 9.6(a) of the Declaration of Covenants of the Association entitles the Board of Directors to establish supplemental rules concerning parking on any portion of the Common Area, Cluster Common Area, Community Facilities and Lots, including, without limitation, providing for the involuntary removal of any vehicle violating the provisions of the Declaration of Covenants and/or such rules; and

WHEREAS, the Board, in order to ensure the efficient, proper and safe use of all parking areas, roadways, and other common property, wishes to adopt a comprehensive set of rules regulating the use of such areas.

NOW, THEREFORE, the Board adopts the Vehicle Rules.

A. DEFINITIONS

1. Approved Vehicles – Those vehicles that may be parked on common areas, in assigned parking spaces, or in private driveways. These are limited to any conventional passenger automobile, motorcycle, van or pick-up truck.
2. Unapproved Vehicles – Those vehicles which are not permitted to be parked on the common areas, in assigned parking spaces, or in private driveways.
3. Assigned Parking Spaces – Those parking spaces that are stenciled with numbers and assigned to the respective individual unit owner by Norbeck Grove Community Association.
4. Motorcycle – Motorcycles are considered vehicles for the purpose of these rules.
5. Van – Any vehicle with solid side panels (instead of windows), which fit within the confines of a single parking space and are not considered to be commercial vehicles or trucks as defined below.

6. Pick-Up Trucks – Pick-up trucks are considered approved vehicles for the purpose of these rules, provided they are not considered to be commercial vehicles or trucks as defined below.
7. Boat – Self-explanatory.
8. Camper – A camper is any vehicle drawn by a car or truck and is used as a temporary or permanent dwelling.
9. Camper Truck – A camper truck is any self-propelled camper.
10. Commercial Vehicle – Any vehicle, which openly displays any ladders, pipes, lumber or other construction material, equipment or debris, including pick-up trucks or vans which carry such materials. Commercial vehicles are also those which display lettering which exceeds five inches (5”) in height or four lines.
11. Hazard – Any vehicle parked in an area that can impede access of emergency vehicles, or any vehicle parked in a designated “No Parking Zone” or fire lane.
12. House Trailer/Motor Home/Recreational Vehicle – Any self-propelled vehicle that can be or is used as a temporary or permanent dwelling.
13. Improperly Parked Vehicle – Any vehicle parked straddling lines or diagonally in parking spaces, with one or more wheels on a sidewalk, in a “No Parking Zone”, so as to obstruct access to another parking space or in a reserved space assigned to a unit owner without authorization. Vehicles parked so as to block access to a common sidewalk will be considered improperly parked.
14. Junked/Abandoned Vehicles – A vehicle that meets any of the following criteria: is inoperable, which has major components missing, which does not display valid registration plates, which has one or more flat tires and/or is left parked in the same location in the common areas for 30 days or more.
15. Stored Vehicle – Any vehicle, including those with covers which remains stationary in the common areas for a period exceeding thirty (30) days.
16. Trailer – A trailer is any vehicle without motive power that is drawn by another vehicle having motive power.
17. Truck – Any vehicle which meets one or more of the following criteria:
 - a. which has more than two (2) axles;
 - b. is a step van, cube, parcel, box, utility body, stake, flatbed, tow truck or dump truck;
 - c. is greater than seven feet (7’) in height;
 - d. which does not completely fit within the boundaries of a single parking space;
 - e. which displays lettering which exceeds five inches (5”) in height or four lines;
 - f. which is considered a commercial vehicle under these rules.

18. Unit – Defined as any single-family living space, including but not limited to single-family home, townhome, condominium or other living space in the community.
19. Common Area –Common Area, Cluster Common Area or Community Facilities as defined in the Declaration of Covenants for the Association.

B. PARKING AND OPERATING OF VEHICLES

1. Only Approved Vehicles may be parked on the parking areas.
2. Unapproved Vehicles may not be parked on the common areas, in private driveways visible from the common areas, or on any public or private streets located within the Association. Unapproved vehicles include (but are not limited to) boats, campers, camper trucks, commercial vehicles, hazardous vehicles, house trailers, motor homes, recreational vehicles, improperly parked vehicles, junked/abandoned vehicles, stored vehicles, trailers, trucks. Canoes and kayaks are permitted, provided they are attached to the roof of an approved vehicle.
3. Only vehicles displaying valid state-issued handicapped license plates or permits may use parking spaces designated for handicapped parking with signs.
4. No vehicle shall be parked in such a way as to occupy more than one parking space or so as to obstruct any other parking space, any walkway, any driveway or any other portion of the common property.
5. Vehicles operated on the common property shall be operated in a safe and prudent manner, at speeds not exceeding posted limits, and in compliance with all traffic and parking control signs and laws.
6. All vehicles on the common property must display valid license plates.
7. Except for minor repairs, the maintenance or repair of vehicles, including the drainage of any vehicle fluids, is prohibited.
8. No signs, numbers or other marks or symbols shall be displayed on the parking areas except for those approved or required by the Association or required by any governmental authority.
9. Parking spaces shall not be used for storage or for any purpose other than the parking of vehicles in accordance with these Rules.
10. Repeated presence of a stored vehicle for periods of less than 30 days will amount to fulfilling the 30-day requirement within the discretion of the Board of Directors. In such circumstances, the owner of the subject vehicle will be given notice to remove the vehicle permanently within a reasonable time. Such action will also be taken regarding the repeated presence of all other prohibited vehicles.
11. Parking lots for the community facilities (clubhouse, pool, tennis courts, and play areas) may be used only while using these facilities or for short-term, temporary event parking.

C. RESERVED PARKING

1. Each Condominium unit shall be assigned one parking space as determined by Norbeck Grove Community Association. Any vehicle which is parked in an assigned parking space which is not the assigned parking space for that owner or any vehicle which is parked in an assigned space without authority from the owner shall be subject to immediate tow without prior warning.
2. The Norbeck Grove Community Association Board, based on information provided by Norbeck Grove I Condominium Board, has assigned each unit with a space as close to their unit as possible.
3. Numbers will be painted within each reserved parking space for use in assigning parking spaces.

D. ENFORCEMENT

1. All violations which cannot be verified by visual inspection (e.g. stored vehicles) must be put in writing to Management. All other violations may be called in to Management for enforcement action as described below.
2. Hazardous vehicles, improperly parked vehicles, or any vehicle parked on unpaved common ground will be subject to immediate tow without prior warning.
3. All vehicles parked in violation of these rules, with the exception of those described in Item 2 above will be posted with a warning prior to tow. The person designated to enforce these rules by the Board ("Board's designee") shall attach a written notice of violation to any vehicle parked in violation of any provision of these Rules. The Notice shall contain (1) the time and date of violation, (2) location and nature of violation, The notice shall also contain a specific warning that the vehicle is subject to immediate removal by towing, pursuant to these Rules.

After attaching the notice, if the vehicle has not been removed within two (2) calendar days, the Board's designee shall have the vehicle removed by towing.
4. Violations of these rules may be referred to the Board for other enforcement, in addition to towing of the vehicle.