

Parking Policy for Madison View Apartments & Scattered-Site Family Units

Lease Addendum No.7

Stevens Point Housing Authority

1 of 2

SECTION I Parking Assigned to Residents

- 1) Parking at Madison View Apartments and Scattered-Site Housing Units will be by permit only. Residents will be informed on where they may park at move-in. Only one permit will be issued to each resident having a valid driver's license and a legally registered vehicle. A tenant may have one additional parking permit per licensed driver who also operates a legally registered Type 1 Motorcycle.
- 2) When you change your vehicle you must apply for a new parking permit. Permits do not transfer from vehicle to vehicle. You may apply for a new permit at the Housing Authority office.
- 3) Any motor vehicle without a permit will be ticketed and/or towed at the owner's expense whether or not the vehicle belongs to a resident.
- 4) Permits must be permanently affixed to the inside, lower left-hand corner (driver's side) of the windshield, or in the case of a Type 1 Motorcycle in a conspicuous location readily visible to the casual observer.
- 5) New permits may be issued from time to time and must replace, or be placed over the old permit.
- 6) It is the resident's responsibility to inform the Housing Authority if a motor vehicle is put into or taken out of service. If you have to temporarily use a loaner vehicle you must call in to Maintenance informing us of how long you will use it and give complete vehicle information.
- 7) Residents may not keep a vehicle on the premises if it does not have a current registration or license plate. Junk cars and unlicensed vehicles on the premises will be ticketed and towed away at the owner's expense.
- 8) Residents at each project have certain responsibilities for clearing snow in winter. Maintenance will inform residents what areas they are responsible for shoveling at move-in.
- 9) Residents may not park in maintenance stalls or areas. Residents will observe no parking areas in all driveways and parking areas.
- 10) No major mechanical work will be allowed in parking lots. No work on disassembled car parts will be allowed in a resident's apartment.
- 11) No oil changes, dumping oil, or running oil on the black top will be allowed as petroleum causes damage to black top surfaces. Oil must be properly disposed of by recycling **ONLY**. No oil shall be disposed of in the dumpsters, storm drains, or on ground surface. This is a violation of the WI Department of Natural Resources regulations. No leaking fluids of any type will be allowed.
- 12) Residents will be responsible for picking up debris around their parking stall, parking area and driveway.

- 13) No car will be permitted to stand on jacks or blocks; or have flat tires. All vehicles must be in operating condition at all times.
- 14) No parking, loading, or unloading is allowed on the lawns.
- 15) Boats, trailers, campers may not be stored on the lawns. Contact the Maintenance Supervisor for instructions on what to do with these items.
- 16) Residents are responsible for the security of their own vehicle. Lock car doors, roll up windows. Never leave keys or valuables in your car.
- 17) Residents shall report any suspicious activity in the parking lot or around the building to the Maintenance Supervisor or the Police Department.

SECTION II GUEST PARKING

- 1) Guests may park on the street during the day. The resident or guest must contact the Police Department to arrange for overnight parking on the street.
- 2) When a resident has overnight guests (and there is room in the parking area) the resident must call Maintenance at 715/341-9627, each night, with the following information: the name and address of resident, name of their guest and the license plate number of guest vehicle.

If a ticket is issued, it will be voided ONLY if a message was left on the Maintenance number PRIOR to the issuance of the ticket. This is provided all information given was truthful and the vehicle has not been previously barred from the parking lot.

- 3) Guests shall not park in any lot, parking area, or driveway that would interfere with a resident's right to use these areas.
- 4) Management reserves the right to refuse to allow guests from using the parking areas. If this decision is made the resident will be notified in writing that the guest will not be allowed to park on the premises. If problems arise because of unauthorized vehicles being allowed on the premises, those vehicles will be ticketed and towed at the owner's expense.
- 5) Under no circumstances is a resident to call the emergency maintenance number to report guest parking.
- 6) No exceptions to guest parking will be made without the advance written permission of the Maintenance Supervisor or Executive Director.

SECTION III HANDICAP PARKING

The Housing Authority will enforce the State Department of Transportation rules regarding handicap parking.

ADOPTED AS RESOLUTION 07-1 by the Stevens Point Housing Advisory Committee at its regular meeting July 18, 1989, revised by Committee action on September 21, 1999, revised by Committee action on October 13, 2009.

Chairperson *St. B. B. B. B. B.* Date 10-13-09

Secretary *[Signature]* Date 10/27/09