

**TRACT 8965/DEL PRADO
HOMEOWNERS ASSOCIATION
PARKING RULES**

Updated 3/22/2007

GENERAL RULES

1. **Speed Limit.** The speed limit throughout the Del Prado complex is 10 m.p.h. This is a safety issue and will be strictly enforced.
2. **Compliance with California Law.** All persons must comply with California State Law, Department of Motor Vehicle regulations, and applicable local ordinances when driving on roads or driveways within the Del Prado complex.
3. **Mopeds and Motorbikes.** All mopeds and motorbikes are subject to vehicle code restrictions, i.e. both driver and vehicle must be licensed. With the exception of maintenance vehicles or equipment owned or employed by the Del Prado Homeowners Association (HOA), all motor vehicles shall be operated only upon paved roads. No off road riding will be permitted.
4. **Vehicle Radios and Audio Devices.** All vehicle radios and audio devices in vehicles will be kept at a reasonable (lowered) volume when the vehicles are parked in a garage, driveway, or when on Del Prado complex streets.
5. **Vehicle Maintenance.** Vehicles shall not be stored or parked on the Del Prado complex common area or on any street within the community for purposes of accomplishing repairs, nor shall repairs be conducted on any portion of the properties except in a homeowner's garage. Vehicles will not be disassembled, repaired, rebuilt, painted or constructed except when inside the garage with the door closed. The vehicle and all tools must remain inside the garage with the garage door closed.
6. **Inoperable Vehicles.** All vehicles in a resident's possession that are located on common area premises must be maintained so that they are in operable condition. A vehicle may be towed if it is noted to have obvious operational problems, including but not limited to significant leakage of motor vehicle fluids or flat tires and is parked within a common area parking space for more than seventy-two (72) hours without being moved. Towing and impound will be at the expense of the owner of the vehicle.
7. **Vehicles as Residences.** Trailers, campers, motor homes, or recreational vehicles shall not be used as a residence in the Del Prado complex for either temporary or permanent purposes.

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8. **Vehicle Responsibility.** The HOA shall not be held responsible for costs associated with the maintenance, insurance, liability, theft, vandalism or any damage to any vehicle in the Del Prado complex. The vehicle owner shall be totally responsible for any vehicle parked on the Del Prado complex including personal and/or private property in the vehicle

GARAGE RULES

1. **Garage Door Closure.** Garage doors must be kept closed while unattended. Keeping garage doors closed eliminates the opportunity for items to be stolen from your garage. This practice also keeps insects and "critters" from entering your garage. It also keeps heat and cold from entering the buildings. Noise from laundry is minimized as well. Keeping garage doors closed also presents a neat appearance for neighbors and our entire community.
2. **Garage Door Maintenance.** The HOA maintains the garage door of each unit in the Del Prado complex. Do not nail, tape, or fasten items of any kind to your garage door, including holiday decorations. The garage door springs and all related hardware, including the metal arms and the garage door opener, are the responsibility of the homeowner and are to be properly maintained by the unit owner. Service your garage door hardware regularly; including the oiling of required components, to ensure that garage door noise is minimized. Tension rods on the bottom interior of double garage doors are integral components of the door's operation and should never be removed or the door will warp.
3. **Garage Use.** No boat, trailer, non-motor driven vehicle, or non-daily use vehicle can occupy space in a garage if by doing so it displaces a vehicle from the garage onto common area parking. Garages may not be used for storage or recreation, if such usage displaces vehicles from a garage or causes any vehicle to be parked in common area parking. Garages will not be used for living or business purposes at any time.
4. **Garage Sales.** The HOA will authorize two community-wide garage sales per year. The HOA, an area realtor or a business may sponsor these. One sale will be held in the spring/summer and the other sale will be held in the fall/winter. Individual garage sales at other times of the year are not allowed.
5. **Garage Safety.** Use common sense with any activities you perform in your garage. Keep in mind that natural gas appliances are located in many of the garages and any flammable activity nearby could spark a fire. Use extreme caution when working with or storing any flammable substances.

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1. Effective January 1, 2004, all parking, other than inside a member's garage, was designated Guest Parking. This includes all common area marked spaces and all legal street parking. Residents may not park a vehicle in the common area between the hours of 12:00 a.m. (midnight) and 6:00 a.m. unless a valid parking permit is properly displayed on the vehicle. Please see the parking permit procedures in the following section of this document.
2. Parking a vehicle unattended, at any time in one of the following ways will result in **towing without prior notice or warning**. Towing and impound will be at the expense of the owner of the vehicle:
 - a. within a fire lane
 - b. in the street
 - c. in front of a garage
 - d. within fifteen (15) feet of a fire hydrant
 - e. in front of a construction fence or in a parking space designated for handicapped parking without proper authority
 - f. parking a vehicle that is inoperable or unregistered
3. Any vehicle parked in the same common area parking space for more than seventy-two (72) hours without being moved may be towed. Towing and impound will be at the expense of the owner of the vehicle.
4. A First Warning citation notice will be placed on the vehicle for all other violations.
5. A Second Warning citation notice will be placed on the vehicle in the event the same violation occurs within thirty (30) days following the issuance of the First Warning citation.
6. The vehicle will be towed without further warnings or citations on each occasion the vehicle is parked in violation of the rules within ninety (90) days following the issuance of the Second Warning citation. Towing and impound will be at the expense of the owner of the vehicle.
7. Unless a recreational vehicle can be parked in the member's garage it must be maintained off of the Del Prado complex premises.

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8. Tenants and guests are subject to all parking rules and regulations established for the community. HOA members are responsible for all parking violations of tenants and guests.
9. Oversized non-primary vehicles such as commercial-type vehicles (i.e. dump trucks, cement mixer trucks, oil or gas trucks, delivery trucks, camper units, motor homes, buses, trailers, trailer coaches, camp trailers, boats, aircraft, mobile homes) and any other vehicle or vehicular equipment deemed to be a nuisance by the HOA Board must be maintained off of the Del Prado complex premises. Boats, campers, motor homes, trailers, trucks, other vehicles having more than two axles or four tires, and commercial vehicles are prohibited in the common area parking areas and driveways. Temporary loading and unloading, for periods not in excess of ten hours, or as may be designated by the HOA Board is permitted. Construction equipment used in the actual repair, construction or maintenance of the property may not be so restricted at the discretion of the HOA Board.
10. Moving Vans and Moving Storage Units. Members must alert neighbors well in advance if your moving van will block their garage so that they can remove their vehicles. Moving vans will be parked to minimize impact to traffic flow on streets. Any storage unit that is not on a truck and will be placed on the community streets must have prior approval from the HOA Board. Reflecting tape or signs must be affixed to avoid accidents after dark. Any storage unit that is not approved in advance or that remains beyond the time approved by the HOA Board will be subject to removal at homeowner's expense.

REGULATED BY PERMIT - COMMON AREA PARKING FOR RESIDENTS

Common Area Parking

Effective January 1, 2004, **all parking, other than** inside a member's garage, was designated Guest Parking. This includes all marked parking spaces and all legal street parking. Residents may not park in Guest Parking overnight unless properly displaying a valid decal. Enforcement hours are daily from 12:00 a.m. (midnight) to 6:00 a.m.

As outlined herein, if you own more vehicles than your garage may accommodate, or if you own an oversized vehicle that requires a garage inspection, you must contact the Patrol Service in order to apply for a permit and a decal authorizing you to park a vehicle in Guest Parking.

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Obtaining the Required Decal - Cost and Qualifications

Cost for each parking permit is **\$75.00** annually. The amount of the fee established by the HOA Board is designed solely to defray the cost of the Patrol Service and the Parking Permit program. Permit fees are non-refundable, non-transferable, and no pro-rations are available for partial year use.

Residents must register a vehicle for each of their possible garage spaces prior to being issued a decal authorizing them to use Guest Parking. Garaged vehicles, although registered, do not require a permit be affixed to them.

Units with a Two-Car Garage: If you have two garage spaces and three vehicles, you must register two vehicles to be parked in the garage before you can request and be issued a permit authorizing you to park the third vehicle in Guest Parking.

Units with a One-Car Garage: Residents with a one-car garage must park one vehicle in their garage to be eligible to request a parking permit.

All vehicle registrations and drivers' licenses must show an on-site address **or, if not possible, resident must provide some other proof of residency (i.e. Utility bill showing Del Prado address)**. In cases where the vehicle is registered elsewhere but the resident is given full care, custody and control of the subject vehicle, the resident must provide proof of legitimacy.

The total number of open parking spaces located throughout the Association is 188. The HOA Board has voted to approve issuance of **110 total parking permits**. This allows 78 spaces to be retained for overnight guest parking, which should be sufficient to accommodate most residents' needs. The number of guest parking spaces allocated for parking permits will be revisited by the HOA Board on a periodic basis.

Applications for parking permits will be received and processed at the beginning of each calendar year on a "first-come, first-served" basis. When issuing permits, the following priorities will be considered:

- 1) **One car per driver:** Permit will be considered after garage spaces are fully utilized for parking. A permit will only be issued to full-time Del Prado residents. There shall be one licensed driver for each vehicle associated with the unit.

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2) Oversize vehicles: (limit of one per unit) Permit to be issued on the condition that resident conforms with other permit requirements (including one car per driver).

The number of permits issued per household will be limited a follows:

# Bedrooms	Garage Maximum Capacity	# Full-time Resident Licensed Drivers	Maximum # of Permits
1	1 car	2 or more	1
2	2 cars	3 or more	1
3	2 cars	4 or more	2

Conditional Permits for Drivers with Extra Cars:

Once the initial application process is complete each year, the HOA Board will review the total number of applications submitted, and determine if there are enough remaining spaces to accommodate residents who have an extra vehicle (two or more cars per licensed driver). These permits will be issued at the discretion of the HOA Board on a "first-come, first-served" basis and will be issued on a conditional basis. This means that a Conditional Permit may be revoked if a resident with a higher priority status applies for a permit. This would only occur if there was not an available permit to accommodate said applicant. Conditional Permits will be revoked from the members who have had them the longest with fees prorated for the time that the permits were held and refunded to the homeowner.

Special Circumstances: Residents with special circumstances, who may not otherwise qualify for a permit, may appeal to the HOA Board in writing. Please contact the Management Company for additional information

Requirement to Properly Display the Permit

Each permit is serialized and issued to a specific vehicle (make, model, license number, etc.) Permits must be permanently affixed to the proper vehicle. Resident must commit to which vehicle will be parked in Guest Parking. Permits may not be transferred between vehicles.

- To be valid, the permit MUST be affixed to the inside rear window, lower driver's corner and be clearly visible from outside the vehicle.

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- ∑ If you have heavy tinting or a convertible the permit needs to be affixed to the inside front window, lower driver's corner and be clearly visible from the outside of the vehicle. Permits behind heavy tint are difficult to see at night. Following these guidelines should help you avoid any unnecessary citations.

Lost or Stolen Permits

The Patrol Service will replace permits that are lost or stolen at no charge. However, those permits reported to be lost or stolen will be immediately "Hot-Listed" and any vehicle displaying a lost or stolen permit will be subject to immediate tow.

Oversized Vehicles Require a one-time Garage Inspection

If a resident feels that their vehicle will not fit in their garage, the Board has directed Patrol Masters confirm that the reason is not due to the interior of the garage being modified by the resident. (e.g. addition of shelves, cabinets, storage, or other obstruction caused or resulting from actions of the resident). **The inspection is not required for those renewing a permit for a currently permitted oversized vehicle.**

You must mail a request for a garage inspection to **the Patrol Service with a check** payable to them in the amount of \$25.00. They will call you and set up an appointment to inspect your garage and the oversized vehicle. If approved, you will receive a Guest Parking permit for that vehicle. To arrange for a garage inspection, please call the Patrol Service at the number listed on the Permit Application. The HOA Board has directed the inspecting officer to follow these guidelines:

- ∑ The garage may not be modified so as to preclude the accommodation of a standard passenger car or truck. This means cabinets or shelves may not interfere with the parking of a vehicle.
- ∑ If the vehicle in question can safely be parked in the garage, it cannot be issued a decal. This does not require that the vehicle fit comfortably.
- ∑ A maximum of one oversized vehicle permit will be issued per unit.

The following vehicles are not to be issued a Guest Parking permit due to their being oversized or for other reasons as noted below:

- ∑ Commercial vehicles
- ∑ Recreational vehicles
- ∑ Vehicles out of registration
- ∑ Vehicles registered as non-operational

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Guest Parking

If you have a guest, be sure to "Safe-List" their vehicle with the Patrol Service to ensure their vehicle does not receive a citation or is towed. The operator will ask for your name, address, and telephone number, the license plate of the guest's vehicle, and a description of that vehicle. The operator will provide you with a **Confirmation Number** and ask that you **write it down and place it on the dash of the guest vehicle in a visible location**. This will protect the guest vehicle from being cited or towed.

Homeowners are allowed a maximum of twenty (20) overnight Guest Temporary permits in a four (4) month rolling window.

If your Guest is staying longer than the maximum allowed days, you **must** request a variance from the HOA Board through the Property Management Company.

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PERMIT APPLICATION PROCESS

1. Complete the attached Parking Permit Application.
2. Attach a copy of all current vehicle registrations identifying your Del Prado address. Be sure to designate which vehicle(s) will be parked in the garage and which vehicle(s) are to be parked in guest parking.
4. Attach a copy of all resident drivers' licenses indicating your Del Prado address.
5. Include a check in the amount of \$75.00 payable to "Tract 8965/Del Prado HOA."
***Note**, If you a applying for a permit for an "oversized" vehicle (A vehicle which will not fit within the garage), you will also need to include a check made payable to Patrol Masters in the amount of \$25.00 for a Garage Inspection.*
5. Mail a copy of all required documents to:

Patrol Masters
1651 E. 4th St., Suite 144
Santa Ana, CA 92701
Attn: Rita

Important: Please do not forget to designate which vehicle(s) will be garaged and which vehicle will be parked in Guest Parking.

PLEASE NOTE While a Notice or Citation will be placed on vehicles in violation of Association rules, these notices are provided as a courtesy only. Neither the Association, Patrol Masters nor the Management Company will be responsible should any vehicle be towed for violation of the Associations Parking Policy, whether or not a notice or citation was received on the vehicle.

Request for Parking Permit Form

Please refer to the following page for the form to be completed when applying for a permanent parking permit.

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Request for Parking Permit

All items in this application must be completed in full and submitted with the application fee. Failure to complete every line of this form completely will result in denial of the application. Any untruthful statements made on this application will result in forfeiture of parking privileges on the Common Property. Permits are only available for licensed drivers living in the Unit. Two vehicles must be parked in the garage for units with two (2) car garages. One vehicle must park in garage for units with one (1) car garage. Copies of current DMV registrations for each vehicle and copies of the drivers licenses reflecting a DEL PRADO address are required to be submitted with all Parking Permit applications along with a check in the amount of \$75.00 payable to the Tract 8965 (Del Prado) HOA. **DO NOT SUBMIT THIS APPLICATION TO AMBER PROPERTY MANAGEMENT - ALL APPLICATIONS MUST BE SENT DIRECTLY TO PATROL MASTERS.**

Permit Period From January 1 through December 31 of the calendar year you are applying for.

Unit Owner's Name:	
Address:	
Laguna Niguel, California 92677	
Day Phone:	Evening Phone:

MY UNIT HAS A: *(Please circle one)* [1 CAR GARAGE] [2 CAR GARAGE]

MY UNIT IS A: *(Please circle one)* [1 BEDROOM] [2 BEDROOM] [3 BEDROOM] (Do not include den.)

I REPRESENT THAT THE FOLLOWING VEHICLE(S) WILL BE PARKED INSIDE MY GARAGE:

Vehicle #	Make	Model	Color	State & License #
#1 (in Garage)				
#2 (in Garage)				

I HEREBY REQUEST A PARKING PERMIT FOR THE FOLLOWING VEHICLE(s):

Vehicle #	Make	Model	Color	State & License #
#3 (1 st Permit)				
#4 (2 nd Permit)				

The undersigned Owner does hereby attest that the statements made on this application are true and accurate, and agrees to be bound to all of the terms and provisions set forth on this Application and the attached Parking Permit Agreement. The undersigned Owner further acknowledges that they have read and understand all of the Association's parking rules and regulations and agree to follow them, and that any illegally parked vehicle may be towed as provided by law.

Signed:	Date:
Print Name:	