

Concord Square Parking Regulations

These regulations have been approved by the Board of Directors on 4/8/2025 and will be enforced by the management company, effective 6/10/2025. **Residents are responsible for notifying their guests** of all rules as stated below.

1. General

- a. Homeowners will be asked to provide the property management company with the make and model of their vehicle(s) along with the license plate number(s). It is the homeowners responsibility to inform the property management company of any vehicle or license plate changes.
- b. A speed limit of 10 miles per hour, on the premises, must be observed at all times No exceptions will be tolerated.
- c. No unlicensed person is allowed to drive a vehicle in the community.
- d. Parking on the grass is prohibited at all times.
- e. Parallel parking behind and along the garages is permitted on a drop-off basis only.
- f. Parking between garages is permitted for drop-off/pick-up usage only.
- g. All vehicles parked in the common areas must fit between the lines without extending into the roadways, green areas or sidewalks.
- h. During winter months, cars parked in common areas must be moved regularly for snow removal purposes.
- i. Large vehicles may not be parked in end spots near intersections for visibility purposes.
- j. All overnight cars in common spots must have a mirror tag placard (guest pass or single unit pass)
- k. No parking is permitted for any vehicle that is not licensed or not operational without permission from the board. Permission must be obtained through a variance request for review and approval by the board. Any violations will be reported to the Sheriff's Department.

2. Designated Handicap Parking Spots

- a. 2 designated spots currently exist in front of the clubhouse.
- b. 2 additional designated handicap parking spots will be added in the southeast corner of the common property behind units #190-198.
- c. Designated handicap spots will be marked on the Concord Square site map.

3. Units with Single Car Garages

- a. Each of the units with a single car garage is entitled to one mirror tag placard that will allow their additional car to park in any available common area spot.
- b. Residents can request a placard here:
<https://forms.gle/u9oKhsjQ8Qq5BFMT9>

4. Units with Double Car Garages

- a. Units with double car garages are to park both cars in their respective garages.
- b. In the event of a temporary need to park outside of the garage, permission must be obtained through a variance request for review and approval by the board.

5. Ranch Units

- a. Reserved parking areas behind ranch units are private property. Signs of uniform composition and design are posted to assure these spaces will be available for the owner.

6. Mirror Tag Placard Rental Option

- a. Residents with additional parking needs may submit a variance request to rent one of 9 available passes for an annual fee of \$100 to be collected by the property management company.
- b. Once the variance request is approved by the board, the resident may request the mirror tag placard here:
<https://forms.gle/u9oKhsjQ8Qq5BFMT9>

7. Visitor Parking

- a. Parking spots in all common areas are available for guests during daytime hours.
- b. Each residence will receive 2 guest pass mirror tag placards to share with overnight guests. **All guest parked in the common area spots after 10:00 p.m. must have a placard hanging from their mirror.**
- c. Residents must submit a variance request for guest staying longer than one week.
- d. Clubhouse rental guests may park in front of the clubhouse only.
- e. Parking Committee will install a sign at the intersection to clarify parking for clubhouse guests.

8. Recreational Vehicles and Equipment

- a. ATV's, snow mobiles, skateboards, roller-skates and roller-blades are prohibited in all areas of the community. Bicycles are not permitted on pedestrian walkways.
- b. Campers and recreational vehicles may be parked behind homes for **loading and unloading only**. A driver must be available to move the vehicle if it becomes necessary. Once loading/unloading is complete the vehicle must be moved to the southeast corner parking spaces located behind Units #190-198.
 - i. **The vehicle must fit in one parking spot.**
 - ii. **The vehicle may only remain on Concord Square property for one night with advance Board approval through a variance request and receipt of a parking permit.**
 - iii. **The vehicle must be moved off property the following morning.**
- c. No snowmobiles, boats or personal heavy-duty trucks will be allowed in the community.

9. Commercial Vehicles

- a. Commercial vehicles (defined as any vehicle that displays advertising signage and/or equipment indicating that they are other than personal use vehicles) may be parked on Concord Square property only during periods of delivery or service to residents. Resident owned commercial vehicles may remain on the property only if they are parked in the owner's garage.
- b. It is the homeowner's responsibility to make sure that vehicles on site to provide services do not block access to other resident's garages. As a courtesy, please notify your immediate neighbors so they are aware.

10. Vehicles in Disrepair

- a. Discharge of liquid from any vehicle onto any part of Concord Square confines, including the storm sewers is strictly forbidden. Any vehicle leaking fluid of any kind must be removed from the property as soon as the resident is made aware of the leak. If the resident fails to remove the vehicle within two hour after notification, the vehicle will be towed at the owner's expense. Residents are liable for repair and clean up costs associated with any damages or stains mad by the vehicle as well as the daily fee for the storage by the towing company.
- b. No junk vehicles or major motor repair work will be allowed in the community.

11. Grounds and Materials

- a. Building and Grounds Committee has a board recommended plan for the most ideal storage areas based on need including using the spots next to the maintenance garage. These spots will be marked on the Concord Square site map.
- b. The property management company will communicate with the Building and Grounds Committee prior to snow and leaf storage and any materials deliveries (mulch, construction materials, etc.)
- c. The property management company will communicate with the Building and Grounds Committee for maintenance activity parking including construction trailers, moving vans etc.
- d. Any materials or equipment stored outside of the areas, approved in advance, will require a variance request that is reviewed by the board.
- e. A board approved time limit on how long the property management company can store brush piles, mulch etc. will be communicated.
- f. Homeowners need to obtain permission for any projects requiring use of common area parking spots by submitting a variance request for review and approval by the board.

12. Violations

Violations of this ordinance will be dealt with in the following manner:

First Offense	An official warning from the property management company will be issued to the homeowner.
Second Offense	A fine of \$50 will be charged.
Third Offense	A fine of \$100 will be charged.
Fourth Offense	A fine of \$200 will be charged.

NOTE: Monetary penalties will be issued to the homeowner, not the tenant, and will become a lien against the townhome if not paid. Overdue accounts may also be sent to our attorney for collection, with interest and legal fees added to the amount owed. Loss of privileges (e.g. use of the pool or clubhouse) for a period of 60 days.