



## The Urban Exchange Parking Policy November 2011

This document is meant to establish a set of rules and guidelines with in which the UE management will seek to obtain the optimum usage of the facility. Our goals are to maximize the availability, convenience and ease of mind for the residence in the use of the limited access parking facility.

### 1. Parking permits availability

Unit type	Number of spaces	Options
Efficiency	One	
One bedroom	One	
Two bedroom	One	Second space available based on demand and lease signing date. Check with management
Two bedroom with Den	Two	
Three bedroom	Two	
Non assigned resident		A space is available on a month to month basis when available

If there are additional spaces available UE management reserves the right to make them available on a monthly basis. The cost of the monthly parking will be \$35 per month and is subject to change.

A parking sticker will be issued by the UE Management and is to be placed on the bottom corner of the passenger side of the windshield in a visible location. Orient the tag vertically on the inside of the windshield, 2 inches up from the dash and 2 inches in from the side. When the tag is recognized by the system the garage doors will open. The doors will close after the vehicle has passed through and no other vehicles are present to enter or exit.



The SmarterParking Management System is designed to allow all residents to have access to the parking decks provided that at any one time the amount of vehicles does not exceed the number of vehicles allowed. In other words, you may have only one space which you and your roommate share. You may leave the parking deck and your

roommate may enter. However, if you do not leave the parking deck it will not allow your roommate into the parking deck.

2. Vehicle registration

- 2.1. All tenants that are eligible for parking MUST register their vehicle with the Management office upon moving into the building and thereafter whenever vehicle ownership change. Vehicle must be the exclusive use of the tenant.
- 2.2. Upon registration the UE Management office will issue the appropriate parking permits.
  - 2.2.1. The vehicles owner's name, unit number and telephone number
  - 2.2.2. The make, model and license tag number of the vehicle being registered.
  - 2.2.3. **Fifty Dollars** will be charged for any replacement sticker if tenant cannot produce a substantial portion of their original sticker. If a substantial portion of the original sticker is returned, a five dollar replacement fee will be charged.

3. Unassigned parking spaces:

- 3.1. All of the parking spaces are available and unassigned in both parking levels.
- 3.2. Parking in either level of the garage is a privilege offered to tenants and these parking privileges can be suspended following appropriate procedures for any delinquent payments or other serious rules violations.

4. Parking violations and Safety

- 4.1. Any personal property left in a vehicle while parked on the property is at the sole risk of the vehicles owner.
- 4.2. Any vehicle parked in the fire lane, on sidewalks, or which otherwise blocks ingress or egress to the garages, loading areas are subject to towing at the vehicles owner's sole risk and expense.
- 4.3. Any vehicle parked in the handicapped parking spaces with out a valid Department of Motor Vehicle handicapped parking placard or license tag is subject to being immediately towed at the owner's sole risk and expense.
- 4.4. Recreational vehicles and trailers are not allowed to park in the garage.
- 4.5. Any parking violations will be charged a minimum of \$100.00.

5. General

- 5.1. If special parking arrangements are required please notify UE Management at least three days prior.
- 5.2. Lack of enforcement of the parking policy should not be taken as an indication of any change in the policy.
- 5.3. No vehicle may occupy more than one space at any one time. All vehicles must park within the painted striped. No more than one vehicle mat be parked in a single space.
- 5.4. Parking spaces may not be used for any other purpose other than parking a passenger vehicle. No items, such as tires, cans, grocery cart, tents may be

- stored in the space. Non compliance with this rule, after (1) one days notice, will be cause for removal, by UE management, at the owner's sole risk and expense.
- 5.5. Maintenance and repairs of vehicles on the UE property is prohibited.  
Exceptions are limited to changing a flat tire, jump starts in the case of a dead battery, "emergency service".
  - 5.6. Washing a vehicle on the property is not permitted. Waxing and dry cleaning a vehicle is permitted provided the refuse is removed.
  - 5.7. Any vehicle parked in the garage/property must be properly registered and inspected, in the commonwealth of Virginia, or other legal jurisdictions, and in operating conditions.
  - 5.8. No vehicle is allowed in the garage if it exceeds the posted overhead height restriction.
  - 5.9. Tailgating is prohibited
6. Contacting the UE management
    - 6.1. The UE management office is open during normal business hours that are posted in the office.

This document is subject to change and any deviation from the above policy does not mean that the policy has changed. Any formal changes with be available on our web site [www.LiveUE.com/park](http://www.LiveUE.com/park)