

SEA COAST GARDENS II & III ASSOCIATIONS PARKING POLICY

The purpose of this policy is to establish a clear and practical understanding of parking guidelines within the SCG parking lot. This policy shall supersede any prior policy implemented by SCG as of the date of the adoption of this policy and shall be subject to FS 715.07 (Vehicles or vessels parked on private property; Towing), as may be amended from time to time and in the case of any conflict, FS 715.07 shall govern.

ANY VEHICLE ILLEGALLY PARKED OR IN VIOLATION OF THIS PARKING POLICY SHALL BE TOWED AT THE VEHICLE OWNER'S EXPENSE.

- ONLY SCG2 owners and guests with authorized parking tags/passes may park in the north (SCG2) parking lot.
- ONLY SCG3 owners and guests with authorized parking tags/passes may park in the south (SCG3) parking lot.
- ONLY the assigned numbered parking space for the unit is guaranteed parking for the unit owner or by his/her guest.
- All vehicles must display an authorized parking tag/pass in the vehicle by either hanging it from a rearview mirror, placing on the dashboard, or by another method EASILY VISIBLE from the front of the vehicle.
- Guest parking availability and is based on a first come/first served basis.
- NO vehicle may be occupied overnight while parked in SCG parking lots.

I. Types of Parking Spaces.

- a. **Numbered** parking spaces are designated for the use by and assigned to a Unit.
- b. **Guest** parking is not guaranteed and is available on a first come/first served basis.
- c. **Handicap**
- d. **Manager/Staff**
- e. **Vendor**

SCG2 and SCG3 Board of Directors shall assign location and quantity of Manager/Staff and Vendor parking spaces.

II. Permanent Parking Tags/Passes - Description and Use.

- a. Four (4) permanent **RED** numbered hanging tag are provided for each SCG2 Unit and four (4) permanent **BLUE** numbered hanging tags are provided for each SCG3 Unit. Permanent hanging tags are for use by the Owner or by his/her Guests and **MUST** be displayed when parking in a Unit numbered space or Guest parking space.
- b. Permanent tags display the number of the parking space assigned to the Unit. (Ex. N70, S20) and are the responsibility of the Unit Owner and transfer with the sale of the Unit.
- c. Permanent tags are **ONLY** for parking of cars, trucks, or SUVs. (not for Boats, RVs, or Trailers)
- d. Replacement of a permanent tag is the responsibility of the unit Owner at a cost of \$50.00.

III. Temporary Parking Tags/Passes - Description and Use

a. Temporary Parking Passes for Units, Vendor, RV, boat, or trailer:

1. The design and format of a Temporary Parking Pass shall be determined by SCG2 and SCG3 Boards to include at a minimum: corresponding parking space number of Unit, contact phone number and expiration date. The design and format may change from time to time.
2. Owners may provide a maximum of two (2) temporary parking passes to guests for the duration of their stay. Temporary passes MUST be displayed when parking in a numbered Unit, Guest or Vendor parking space.
3. On a monthly basis, the Property Manager or designated Board Liaison will provide Unit Owners or their designated representative, with a supply of the approved Temporary Parking Pass.
4. Vendors must check in to property management office upon arrival and obtain a temporary vendor parking pass. Temporary vendor parking passes MUST be displayed when parking in a numbered Unit, Guest or Vendor parking space.
5. Request for an RV, boat, or trailer pass must be made 24 hours in advance. License plate number, corresponding Unit, owner name and contact phone number must be provided and logged with the property manager if a temporary parking pass cannot be displayed.

IV. Towing of Improperly/Illegally Parked Vehicles

- a. Only Sea Coast Gardens II/III property management may initiate tagging/towing procedures. Any vehicle in violation of the above parking policy, shall be first tagged by either Sea Coast Gardens Property Management or Security Personnel acting on behalf of SCG. Tagging of violation shall be reported to Property Management as soon as possible; with the expectation of a timely response, including an attempt to contact unit owner if violation involves a numbered space.
- b. Property Management shall physically confirm vehicle is improperly parked. If confirmed, it shall be marked with a DayGlow Tag which shall contain no less than the following verbiage:
 1. Vehicle is improperly or illegally parked
 2. Parking lot is designated by signage as a tow away zone for violators
 3. Instructions to move to correct parking space and/or obtain valid parking pass from Owner or Property Management Office
 4. Notice vehicle will be towed within 30 minutes of the tagging being placed on the vehicle
 5. The telephone number for Property Management.
- c. Property Management shall check back in more than thirty (30) minutes to verify vehicle has been moved, obtained a valid parking pass, or has provided a satisfactory reason for the improper parking. If yes, note in the record and do nothing or as may be appropriate, at the sole discretion of Property Management, in the latter case. If no, call towing company for a vehicle tow.
- d. A written record of all activities shall be maintained including time of violation tagging, time of property management confirmation of improper parking, make/model/license plate and photo of vehicle, time of resolution or time of tow.