

Parking By-Law 26

ARTICLE 1 ABOUT THIS BY-LAW

1.01 Purpose of this By-law

This by-law sets out the Co-op's rules for the administration of the co-ops parking arrangements.

1.02 Priority of this By-law

This By-law takes the place of or amends all previous by-laws or decisions that deal with the administration of the Co-op's parking arrangements.

1.03 The Co-op's Coordinator will be responsible for administrating the parking arrangements (including processing of applications and record keeping) in accordance with the provisions of this by-law.

ARTICLE 2 GENERAL

2.01 Each household is entitled to one parking space, subject to availability, to park a licensed vehicle that is in working condition and belongs to the household. This includes campers and trailers. The maximum number of parking spaces permitted for each unit is two (2). Exceptions must be pre-approved by the Board of Directors.

2.02 All vehicles, campers, trailers parked on co-op property must be licensed and in working condition. Motorized vehicles must have a Co-op Parking Tag hanging from their rearview mirror that matches the spot the vehicle occupies.

2.03 The office must have a record of the license plate numbers of all member vehicles parked on co-op property.

2.04 Members must inform the Co-op in writing if there are any changes in the vehicle information registered with the Co-op or if they no longer require a parking space.

2.05 Each permanent full time employee will be entitled to one parking space. Parking spaces reserved for staff will not exceed the number of full time staff employed at the co-op.

2.06 Residents and employees may park vehicles only in the space that has been allocated to them.

2.07 All above ground parking is reserved for visitors only at all times. *Exceptions must be pre-approved by the Board of Directors.*

ARTICLE 3 MEMBER PARKING CHARGES

- 3.01** The parking charges will be reviewed annually at the time of budget preparation, and the Board of Directors will make recommendations for revisions to the members as necessary.
- 3.02** Parking charges are payable at the same time as housing charges.

ARTICLE 4 GUEST PARKING

- 4.01** Members must provide their visitors with a *Guest Parking Tag* to hang from their rearview mirror as soon as they arrive.
- 4.02** Members must inform the office in writing when they have one or more guests that will be parked in visitors
- for more than one week or
 - for more than 3 nights a week on an ongoing basis.
- Short term guests (those staying under 3 months) will be given either a “Short Term Guest” parking tag or have an underground spot assigned to them to free up space in the visitor parking area.
- 4.03** Private Property Signs posted in the visitor parking area give warning that unauthorized parking (vehicles without guest tags) will be tagged and towed at the owners expense. Any vehicle parked without a visible guest tag will be given one warning only. Vehicles that belong to members of the co-op will also be towed after one warning if they are found parked in the visitor parking area.
- Towed vehicles will be removed to Classic Towing & Storage @ 905-338-3000. Co-op members or their guests will be responsible for the towing charge of \$150.00, storage charges of \$60/day and an after hours charge of \$60.00 when applicable.
- 4.04** Members must give information to the co-op in writing, prior to giving any guest(s) permission to park in their parking space (e.g. if a member is going on vacation).

ARTICLE 5 ALLOCATION OF PARKING SPACES

- 5.01** Parking spaces will be assigned on a first come first served basis with the exceptions noted in Article 5.02.

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- 5.02** Priority for allocation of spaces will be given to members with special needs. Spaces will be allocated to suit the special physical or medically documented needs of members/residents
- 5.03** Members/**occupants** currently allocated a space will be eligible to change spaces if they make the request in writing.
- 5.04** When all available spaces have been allocated, a waiting list will be established. Members currently allocated a space will have priority if they wish to change the location of their parking space.
- 5.05** When it is necessary to reallocate a space in order to allow a resident a first space, spaces to be reallocated will be selected in the following order of priority.
- Priority:
1. Special physical needs of members or medically documented special needs.
 2. Requests for a first space will have priority over requests for a second space.

ARTICLE 6
USE AND MAINTENANCE OF PARKING SPACES

- 6.01** **Members are responsible to keep their parking space(s) clean and tidy. The cost of any clean up that is required by the co-op because the member is not maintaining their parking space will be charged back to the member.**
- 6.02** **Absolutely nothing is to be stored in parking spaces. Parking spaces will be monitored on a monthly basis and any items found (tires, batteries, tools, garbage, household items or any other personal belongings) will be removed and the cost of doing so will be charged back to the member.**
- The co-op grants members the right to park their licensed utility vehicles and trailers in their parking spaces but they are not permitted to use them for storage.
- 6.03** No mechanical work or automotive repairs other than light maintenance (e.g. tire changing, boosting etc) allowed. Absolutely no painting, oil changing or major repairs allowed.
- 6.04** **Members** are not to store anything flammable/combustible in their parking spaces, units, or lockers. Members must be in compliance with the Fire Code.
- 6.05** The co-op will be responsible for the maintenance, repair and annual or semi-annual cleaning of the parking area.

**ARTICLE 7
PARKING RESTRICTIONS**

- 7.01** Parking on the grass is prohibited at all times.
- 7.02** Vehicles must not exceed the sidewalk curb.
- 7.03** Any vehicle parked in a no parking area may be towed away at the owner's expense.
- 7.04** Parking spaces may not be sublet.
- 7.05** No parking space will be allocated to vehicles exceeding the size of the parking space available.

**ARTICLE 8
MONITORING OF CO-OP PARKING**

- 8.01** To ensure that members and their guests are abiding by the parking by-law the following actions will be taken by the co-op:
 - 1. The co-op's parking by-law enforcement will monitor the garage and above ground parking areas. Any vehicles that do not have a guest parking tag will be given one warning. If they are parked a second time without a guest parking tag clearly visible they will be towed off co-op property.
 - 2. If a vehicle is parked in a space that it has not been allocated or given permission to use (on the co-op parking list or short term agreement) the vehicle will be towed.
 - 3. The date and time, make, model and plate number of all vehicles in violation of this by-law will be recorded by parking by-law enforcement and given to the co-op office.