

Willow Walk Townhomes Parking Guidelines – updated June 2023

The complaints have been numerous that Willow Walk parking enforcement has become lax and somewhat abused over the last several years. While the parking rules and guidelines have been in effect and relatively unchanged since Willow Walk's inception, the problems have always stemmed from enforcement – how to enforce, who to provide the enforcement, what deterrent or penalties should be involved, etc. The Board also recognizes the composition of Willow Walk homeowners is changing; not everyone is part of the 55+ demographic originally envisioned for Willow Walk. Simply put, there were fewer vehicles then. The consensus is the existing guidelines need to be updated slightly for clarification and enforced to maintain the overall appearance and well-being of our community. This is not intended to be punitive or arbitrary, and by no means selectively enforced. We are simply answering the overwhelming call to adhere to the parking guidelines we already have in place for the overall betterment of Willow Walk. **The Board, aside from contracting with a vendor and implementing a contract with this vendor, intends to remain out of the day-to-day operation and enforcement of the parking rules.**

1. **Willow Walk will issue and utilize vehicle stickers to properly identify Willow Walk homeowner's vehicles.** Each homeowner will be asked to register their vehicle(s) so an identifying sticker can be issued, and our parking management vendor can add the vehicle(s) to their database. Since Willow Walk governing documents allow for two (2) vehicles per home, any additional vehicles will be considered as an exception on a case-by-case basis. A third vehicle may be included if it can be parked on the garage apron (see 4. C. below). The homeowner should contact the Board to arrange such a discussion. Additional vehicles should be stored off-premises as per the Willow Walk governing documents.
2. **Willow Walk will contract with a parking management/towing vendor to oversee compliance with our parking guidelines.** The parking/towing vendor will enforce the parking guidelines.
3. Willow Walk homeowners are expected to be mindful of and adhere to the parking guidelines contained in the Willow Walk governing documents, as well as any subsequent updates, and to ensure their guests or vendors are also in compliance.
4. Pertinent sections of Willow Walk parking rules can be reviewed along with all other governing documents on the Willow Walk website (www.willow-walk.com), but the key points are:
 - a. **Garages are to be used to park vehicles and should not be used for any other purpose that would preclude parking vehicles within.** Specific examples of excluded uses include but are not limited to: storage of extra vehicles, personal items or business records; operating a business; use as office or additional living space, etc.
 - b. Homeowners should park in their garage but may park for very limited periods of time in front of their home for loading/unloading people, groceries, luggage, etc. **Homeowners should NOT park overnight in front of their residence, or any other, except in extenuating circumstances, and will need a visitor parking tag issued by any Board member to do so.**
 - c. A vehicle that properly fits may be parked horizontally on the apron of the homeowner's garage so long as the vehicle does not impede other traffic in the street or alley, damage or destroy landscaping, water lines, etc.
 - d. **No commercial or oversized vehicles are allowed to be parked on the streets within Willow Walk except for limited, necessary business purposes.** In no event should such a commercial or oversized vehicle be parked overnight on the streets within Willow Walk. **A contractor may not leave a vehicle or trailer overnight within Willow Walk. Drop-off dumpsters are not allowed at any time.**

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- e. **Inoperable or damaged vehicles may not be parked on Willow Walk streets or alleys and will be subject to immediate towing.** Unregistered vehicles, or those with expired registrations, are included in this category and will similarly be subject to towing.
 - f. Any vehicle repairs must be done totally within the confines of the homeowner's garage and may not occur on any Willow Walk street or alley. Violations will be subject to fines.
 - g. There is no parking at any time by homeowners or their guests in an alley except on the homeowner's garage apron.
5. Visitors may park in any designated visitor parking spot by the clubhouse or in front of the Willow Walk home they are visiting (excluding "No Parking" zones) for a period of 48 hours or less. For homeowners with a "No Parking" zone in front of your home, visitors will need to park along the opposite curb. For visitors staying longer than 48 hours, please contact any Willow Walk Board member for a visitor parking tag. This will serve to notify our parking management vendor of the length of your visitor's stay. Feel free to request a visitor tag for stays of less than 48 hours just to be extra cautious.
 6. Willow Walk has designated "No Parking" zones to comply with city and county ordinances and emergency services guidelines. A map is attached for your reference. We anticipate some curb painting for "No Parking" areas. **Please be sure your guests and/or vendors are aware at all times of these zones and park their vehicles appropriately. These zones are subject to towing without notice.**
 7. Homeowners have no expectation of protection for their vehicles if they are not parked in their garage. Left outside the garage, vehicles are susceptible to damage from storms, hail, high winds, and all types of flying debris. The HOA is not responsible for any damage to vehicles not parked in the homeowner's garage. Homeowners assume all responsibility for their vehicle(s) regardless of where the vehicle is parked.
 8. Parking management vendor will be responsible for: monitoring parking compliance and/or violations within Willow Walk, providing violation notice tags where applicable for parking policy violations, and enforcement and towing of vehicles in violation of Willow Walk parking guidelines. **Please note: Towing for parking violations may occur at any time, with or without prior notice.**
 9. The Board will notify all homeowners July 1, 2023 of the updated parking guidelines and begin registering homeowner vehicles at that time. Please see the attached Willow Walk vehicle registration form. This form should be completed and emailed to: parking@willow-walk.com or delivered to any Willow Walk Board member. **Vehicles should be registered by August 15, 2023.** Please do not wait until the last minute to register your vehicle(s). The Board will need plenty of time to collect and provide all the information for the parking management vendor. **The Parking vendor will begin monitoring effective September 1, 2023 with violation notices, tagging, and possible towing commencing immediately.**
 10. The Board set the above schedule to allow all homeowners adequate time to register their vehicles, make any necessary arrangements for additional vehicles or garage issues, and to prepare for the September 1, 2023 implementation of the updated parking guidelines.

WILLOW WALK TOWNHOMES

PARKING / VEHICLE REGISTRATION FORM

Homeowner Name(s): _____

Address: _____

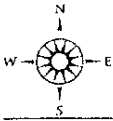
Phone(s): _____

Emails: _____

Vehicle(s) (make, model, year, license #, color):

Notes: _____

- When completed, please email to: parking@willow-walk.com or deliver to any WW Board member before August 15, 2023. Vehicle tags will be issued to you shortly.

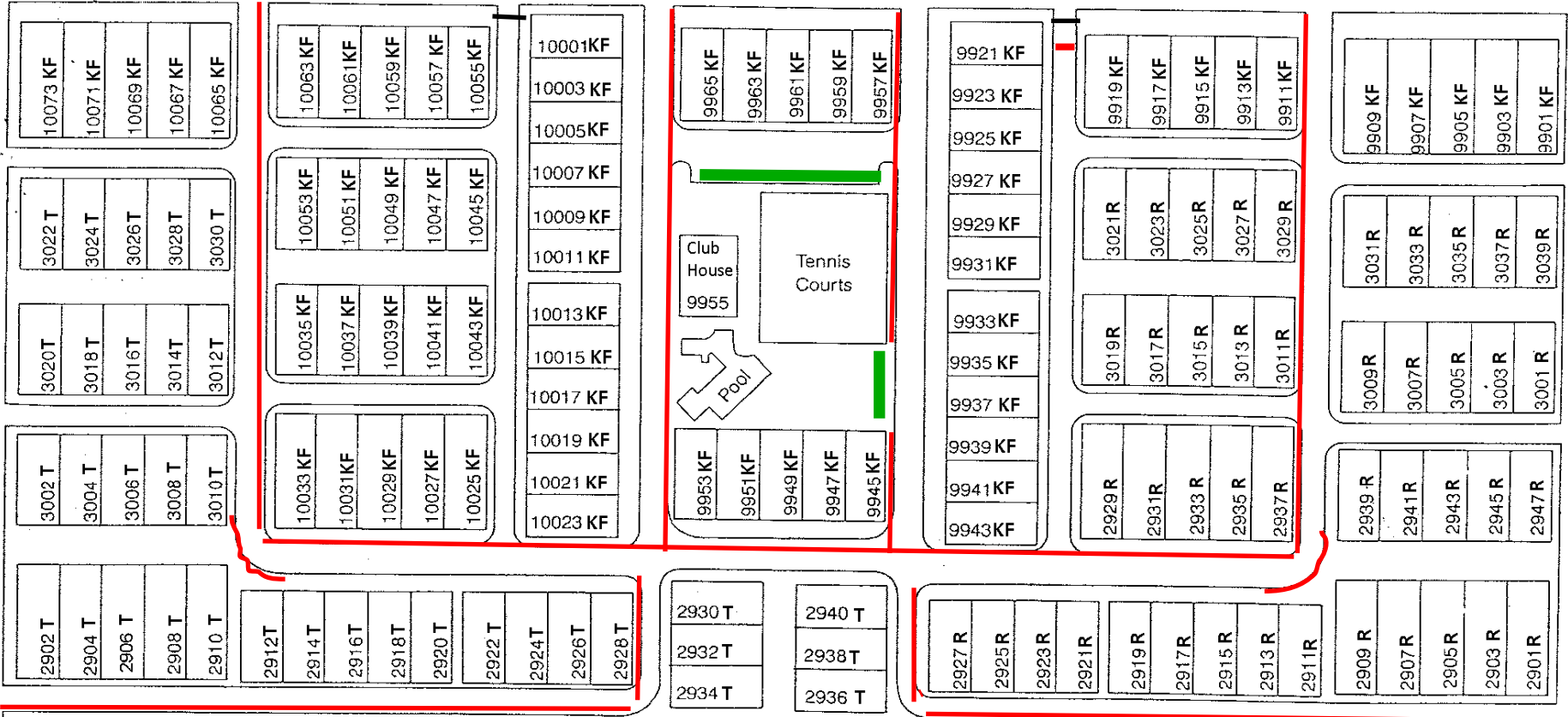


KF: Kemp Forest
R: Rosefield
T: Teague

Kemp Forest Drive

Teague Road

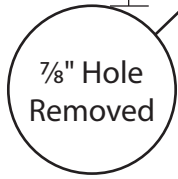
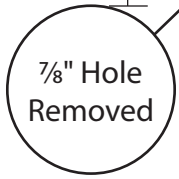
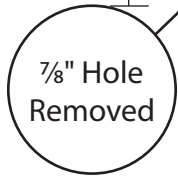
Rosefield Drive



Willow Walk

 **NO PARKING zones**

 **Visitor Parking (designated). Also along Teague Rd., Kemp Forest Dr., and Rosefield Dr.**



WILLOW WALK TOWNHOMES

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S VISITOR PARKING

M VISITOR PARKING

L VISITOR PARKING

Contact: _____

CONTACT: _____

CONTACT: _____

GOOD

GOOD THRU:

GOOD THRU:

THRU: _____

CUT LINE

CUT LINE

1/4" 4" 1/4"

1 5/8"

8"

6 5/8"

1/4"