

PROMENADE AT SPECTRUM PARKING POLICY, RULES, AND REGULATIONS *EFFECTIVE NOVEMBER 10, 2016*

The following rules and regulations cover the use of Guest, Reserved, and Motorcycle spaces, as well as Garages and Common Areas at Promenade. Any violation of this policy or its intended purposes may result in the surrender of guest parking and/or homeowner privileges, towing at the vehicle owner's expense, and/or fines or penalties.

Parking Boss

Parking Boss is the Virtual Attendant parking solution used by Promenade. This allows guest registration of vehicles by scanning the code on our Guest Parking signs or using the Parking Boss website [<https://promenadeatspectrum.parkingattendant.com/>] and entering your assigned passcode.

Guest Parking Policy

Guest spaces are only for short-term use by guests of the residents of Promenade at Spectrum – not for use by Promenade homeowners or residents.

1. Parking Boss Registration
 - a. Residents must register all vehicles with Management.
 - b. Residents must register *new* vehicles with Parking Boss within 10 days with Management.
2. Guest Parking Access
 - a. You must request guest parking through Parking Boss.
 - b. Guest parking is only allowed for one vehicle at a time.
 - c. Each guest vehicle may register with Parking Boss to park 5 times per 30-day period.
 - d. Each registration is valid for 24 hours.
 - e. After you reach 5 uses in a 30-day period, you may no longer register that guest vehicle for guest parking in that timeframe.
 - f. Parking without a Parking Boss guest registration will result in the vehicle being towed at the vehicle owner's expense.
3. The resident being visited is responsible for:
 - a. Directing the guest to the appropriate and available guest space (not marked RESERVED).
 - b. Immediately registering the guest vehicle with Parking Boss.
4. Promenade's Disabled/Handicap guest parking spaces require Parking Boss registration **in addition to** a state-issued Handicap vehicle placard or plates. (See California Vehicle Code §22511.5).
5. A **temporary, special exemption** to the guest parking policy may be submitted to Management for review. The following rules apply:
 - a. Maximum timeframe of 7 days every 6 months.
 - b. Vehicle and license plate information must accompany the request.
 - c. Requests must be made 7 days in advance (to allow time for approvals and processing).

General Vehicle and Parking Policy

1. All vehicles on the premises must display current state registration.
2. Certain exterior parking spaces, marked **RESERVED**, are owned exclusively by the specific units that have only a one-car, enclosed garage. The unit owner or resident may have illegally-parked vehicles towed at the vehicle owner's expense.
Note: Spaces for Promenade guests are marked GUEST [not RESERVED].
3. Clearly marked commercial vehicles shall be permitted in Guest Parking – with valid Parking Boss registration - for purposes of making deliveries, repairs, or similar activities. Residents are responsible to notify vendors without clearly marked commercial vehicles of the parking policy and provide the appropriate guest registration. Vendor vehicles parked in a guest parking space without a valid permit and not actively completing work at the property – or parked overnight in a guest space – shall be towed. Business hours are 7 a.m. – 7 p.m.
4. Violation of fire lane designations is subject to immediate towing.
5. Non-functional vehicles must be kept within the garage or shall be towed from the property after 72 hours.
6. Motorcycles are to park in designated motorcycle spots only or they shall be towed at the vehicle owner's expense.
7. No boat, camper, recreational vehicle, trailer, van, or motor vehicle of any type other than a standard automobile may be stored or parked on the premises other than in the garage, except temporarily for the purpose of loading and unloading.
8. Parking on Association common areas is prohibited.
9. Leaks from vehicles in the street and on driveways must be cleaned up immediately or the owner may be fined.
10. Off-road riding within any common area, open space, or private street serving the community is prohibited.
11. Vehicles park at their own peril; Promenade is not responsible for loss or theft.
12. Contact posted towing company for vehicle recovery.

Garage Policy

1. No resident shall convert, modify, or obstruct their garage in any way that prevents its use for parking the number of automotive vehicles it was originally intended to accommodate.
2. All garage doors shall remain closed at all times, except as reasonably required for entry to or exit from the garage.
3. No resident shall conduct major repairs, painting, or major restorations of any motor vehicle of any kind within the garage, residential unit or elsewhere within Promenade except for emergency repairs and then only to the extent necessary to enable movement of the vehicle to a proper facility.