

FAIRLEA PARK HOUSING CO-OPERATIVE INC.

BY-LAW NUMBER 16

PARKING BY-LAW

A by-law to replace the Parking Policy.

Article 1

Definitions

- Unit Spot: the individual parking spot in front of or beside each unit
- Extra Spot: the spot allocated to members of the Co-op who have paid for an additional reserved spot
- Visitor Spot: the spot allocated to visitor parking
- Standard Parking Spot: 2 x 6m. space

Article 2

General

- 2.1 All parking in the Co-op is at the vehicle owners risk.
- 2.2 No vehicle can be parked along the streets of the Co-op property. Such streets have been designated as fire lanes, in accordance with City By-Laws. No vehicle may be parked in such a way as to obstruct the flow of traffic along Co-op roads.
- 2.3 All spots (unit, visitor or reserved) can only be used by vehicles which are operating, licensed and insured. An operating vehicle is one which is started and moved from its spot at least once every thirty days.
- 2.4 No motorized or non-motorized recreation or utility vehicle will be permitted to be parked on Co-op property, except with written permission of the Board.
- 2.5 No vehicle larger than a standard parking spot can be parked anywhere on the Co-op property.
- 2.6 A co-op member may perform vehicle maintenance on Co-op property, subject to the following restrictions:

- a. All work shall be performed in the members unit parking spot, and the vehicle under repair shall belong to a Co-op member.
 - b. The vehicle shall NOT be left raised overnight, nor shall it be left raised and unattended during the day, regardless of the method used to raise it (including ramps and jack-stands).
 - c. Members may do repairs (including oil changes) in their own unit spot. The member will be liable to the Co-op for any damage to the Co-op property caused by the repairs.
 - d. Members shall not stockpile vehicle parts, including spare tires, outside their own units or where they may be seen by neighbouring members.
 - e. In general, the safety and aesthetics of fellow Co-op members takes priority over other considerations. Work on vehicles shall not interfere with neighbouring units in any way, including noise or mess. Any disputes arising shall be handled through normal grievance procedures. Members shall be liable for any and all damages to Co-op property caused by vehicle maintenance.
- 2.7 The Parking Committee will install signs to indicate visitor and extra parking spots and will have lines painted to mark off the visitor and extra spots.
- 2.8 Policy to be changed to a By-Law.

Article 3

Visitor Parking

- 3.1 The City of Ottawa Zoning By-Law requires that the Co-op provide a minimum of nine visitor parking spaces and that no regularly parked vehicles can park in the visitor spots.
- 3.2 All visitor spots are available on a first come, first served basis and there will be no reserving of visitor spots.
- 3.3 Vehicles belonging to members of the Co-op cannot be parked in visitor spots for any reason or at any time.

- 3.4 Visitor Parking passes will be available from the office or the Parking Committee. Members must obtain a visitor parking pass for vehicles belonging to visitors who are staying for more than one night, and all such vehicles so parked must display an identification decal available from the co-op office. The member will fill out a request form for their visitor, and give a deposit of \$5.00 for the pass. The money will be refunded when the pass is returned to the Office or Parking Committee. The \$5.00 deposit will be used to cover the cost of replacing the pass if lost.

No visitor vehicle can remain in one visitor spot for more than thirty consecutive days. Members must reapply after 30 days for an extension of the Pass.

- 3.5 Visitor spots may not be used for vehicle storage. Vehicles parked in visitor spots must belong to or be in the care of a non-member visiting or temporarily residing with a member. Vehicles so parked must be licensed and insured.
- 3.6 The office co-ordinator and maintenance person will be permitted to park in a visitors spot during office hours.

Article 4

Extra Parking

- 4.1 13 spots marked "Reserved Parking" will be allocated to members with more than one vehicle and no more than one extra spot will be allocated to any one Co-op household.
- 4.2 The following vehicles will not be permitted to be parked in an extra spot: motorcycles, motorized recreation or utility vehicles, non-motorized recreation vehicles.
- 4.3 The allocation of the extra spots will be done on the following basis:
- a. Initial allocation will be by first come, first served, subsequently, a waiting list will be established and priority will be given in order of application.
 - b. A copy of the owners vehicle ownership and valid insurance for any vehicle the member wishes to park in the extra spot must be attached to the application.
 - c. A member will be charged \$15.00 per month for the extra spot.

- d. Payments are due and payable at the same time and in the same manner as co-op housing charges. After the second consecutive late payment, the member will forfeit the extra spot and be placed at the bottom of the waiting list. This amount is separate from the housing fees and the office will notify the Parking Chairperson when a member must forfeit their reserved spot (within 10 days of the first of the month).

Members must submit, in writing, to the office when they cancel their reserved spot, or, they will be held responsible for the amount owed.

- e. A review of allocation of extra spots will be held every three months.
- f. All vehicles parked in reserved spots must display identification decals provided by the Co-op.

- 4.4 If there are insufficient extra spots for all members who require them, those members must make other arrangements for parking. Two suggestions are the Villa Vista Apartments or the unit spots of members who have no vehicles.

Article 5

Enforcement

- 5.1 A member requesting an exemption from a requirement in the Parking By-Law, must apply in writing to the Parking Committee and also be ratified by the Board of Directors.
- 5.2 This parking By-Law will be enforced by a Committee appointed by the Board.
- 5.3 The Parking Committee, with Board written approval, reserves the right to revoke any reserved parking privileges with 10 days notice.

5.4 Violators of the By-Law will be ticketed and/or towed at owners risk & expense.

Passed by the Parking Committee, August 9, 1990.

Passed as amended by the Board, October 15, 1990

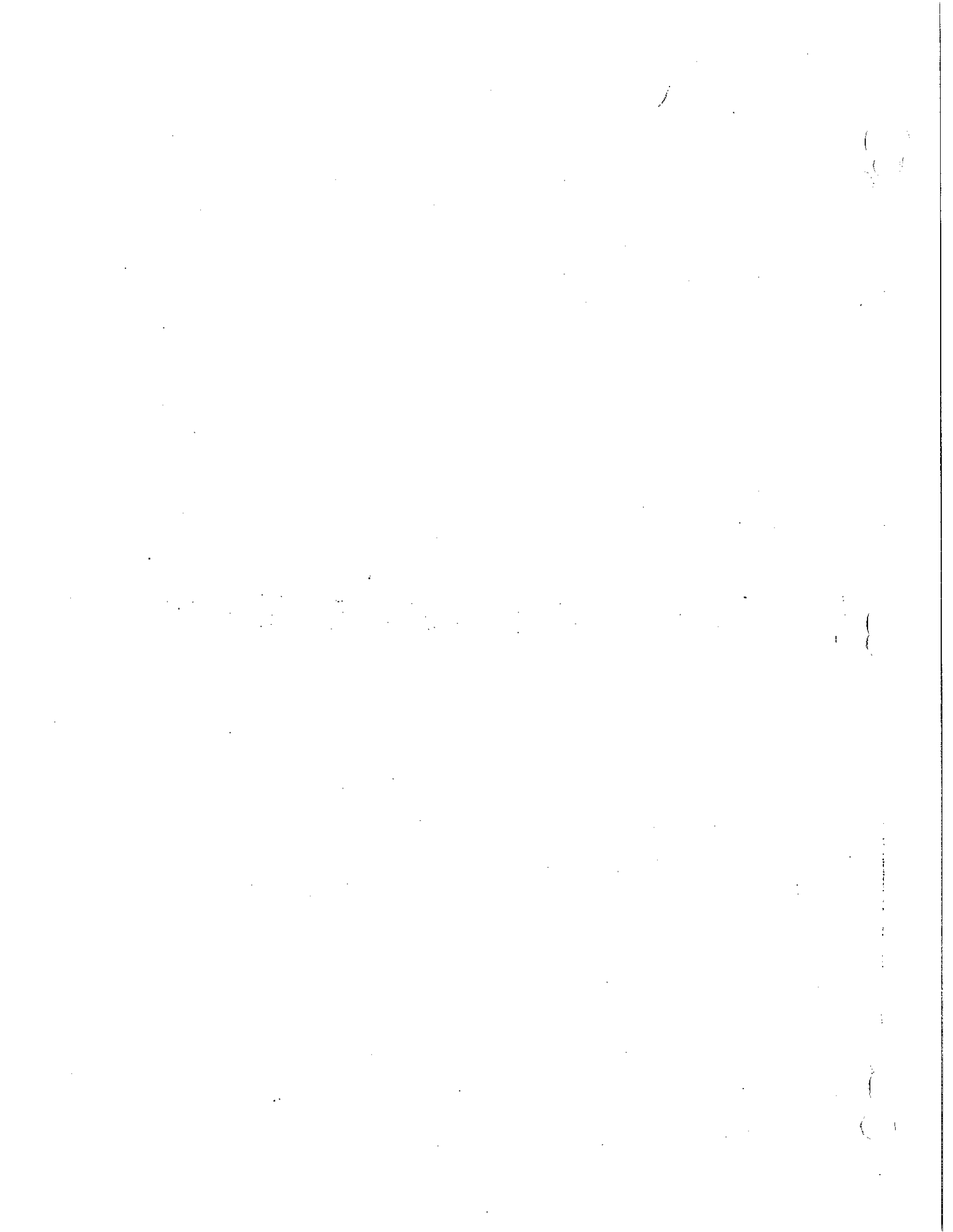
President

Secretary

Confirmed as amended, by at least two-thirds of the votes cast at a general meeting of members this 22nd day of October, 1990.

President

Secretary



By-law 16, Parking By-law

We resolve that all parts of the Parking By-law that state "Parking Committee" and Parking Chariperson shall be changed to "the Co-op" in Bylaw Number 16 Parking By-Law and;

5.5 Violators of the Article 2 of the Parking Bylaw will be subject to the following:

For the first violation the co-op will issue a written warning.

For the second violation, a fine of \$50.00 will be imposed by the Co-op and the vehicle will be towed at the owner's expense.

For the third and subsequent violation(s), a fine of \$100.00 will be imposed by the Co-op and the vehicle will be towed at the owner's expense as well as a notice to appear before the Board will be issued.

Passed by the members on the 25th day of July, 2013

Corporate Secretary

Fairlea Park Housing Co-operative Inc.

