

Stafford Meadows Condominium Association

P.O. Box 7268, Fredericksburg, VA 22404

P: 540-371-3406 | E: gmaravetz@e-landmarc.com

Emergency Hot Line: 540-372-1726, 24 Hour Answering

November 29, 2016

RE: Issuance of New Parking Decals & Visitor Hangtags

Dear Stafford Meadows Condominium Residents,

Beginning **December 5, 2016** new vehicle decals and visitor hangtags will be issued to all residents in Stafford Meadows Condominium Association. All vehicles **must be registered** with our office to obtain a vehicle decal. Please complete the enclosed vehicle registration form to include the make, model, year, color and state issued tag information. The completed form will need to be brought to our office to receive the new vehicle decal and visitor hangtag.

Our office is located at 3715 Latimers Knoll Court, Suite 201, Fredericksburg VA 22408. The new vehicle decals and visitor hangtag can be picked up from our office during normal business hours of Monday through Friday 9:00AM - 5:00PM **beginning Monday, December 5, 2016**. Please call for other accommodations.

No more than **two (2)** vehicles may be registered per unit. In addition, each unit will be issued **one (1)** visitor hangtag to be used by a guest of the unit owner or resident. All previously issued vehicle decals, hangtags and visitor hangtags will be null and void after January 31, 2017. Any vehicle displaying a previously issued vehicle decal or hangtag will be subject to being towed at the expense of the vehicle owner.

Should you lease your property, the enclosed parking pass/hang tag release form will also need to be completed and returned with the completed vehicle registration form. At the time of the end of a lease, the visitor hangtag should be returned to the unit owner or the property management company to be transferred to a future tenant.

If a visitor hangtag is replaced for any unit, the previously issued visitor hangtag will be made null and void. Any vehicle seen displaying the null and void visitor hangtag will be subject to being towed at the expense of the vehicle owner. There may be a replacement fee of **\$100.00** to replace a lost or stolen visitor hangtag, payable to Stafford Meadows Condominium Association.

The visitor parking spaces are solely for the parking by a guest of a unit owner or resident. Visitor parking spaces are not to be used by an owner or resident. Visitor parking is allowed for up to 72 hours (3 consecutive days at a time) after that time a vehicle will be towed at the expense of the owner.

To avoid being towed, all vehicles must be registered and display the new vehicle decal or visitor hangtag **no later than January 31, 2017**.

Please contact our office for questions or concerns regarding this notification.

Sincerely,

Grant Maravetz, CMCA

Community Manager

gmaravetz@e-landmarc.com

540-371-3406 ext. 222

Enclosure: Parking Rules
Parking Pass/Hang Tag Release Form

Vehicle Registration Form

Stafford Meadows Condominium Association
P.O. Box 7268, Fredericksburg, VA 22404
P: 540-371-3406 | E: gmaravetz@e-landmarc.com
Emergency Hot Line: 540-372-1726, 24 Hour Answering

Parking Rules & Obtaining Parking Decals

1. Parking is a privilege and as such, all condominium owners who are eligible (current on all dues and assessments) are to be given parking decals (2 Maximum) and 1 visitor hang tag.
 - If an owner fails to pay dues and assessments and becomes delinquent (30 days or more behind) their parking space shall be designated vacant and anyone parking in the space assigned to that owner will be towed.
2. All residents of Stafford Meadows shall sign and return the reaffirmation of community rules before parking decals or hangtags are issued.
3. All owners who rent their property out at Stafford Meadows shall submit the most current lease, including the Stafford Meadows Condominium Lease Addendum, so it can be placed on file at Landmarc Real Estate before parking decals are issued.
4. All owners at Stafford Meadows shall submit current contact information (email or telephone number) as well as their current mailing address before parking decals will be issued.
5. All residents shall completely fill out and register the vehicles they plan to park within Stafford Meadows.
6. If a residence is vacant, there shall be no parking in the parking spaces designated for that property.
7. No oversized vehicles are permitted within Stafford Meadows.
8. No oversized commercial vehicles shall be parked within Stafford Meadows for more than 4 hours at a time.
9. Only one automobile is permitted in any one parking space. Motorcycles are allowed to be parked in a T formation with an automobile but neither may extend past the parking lines.
10. Vehicles must not exceed the designated parking lines.
11. Parking stickers shall be placed on the front windshield in the lower right corner.
12. If your parking passes are lost or stolen replacements are available for \$100.00. If parking decals are damaged and unusable, please return the stickers and/or hangtag to the Association Management Company to avoid the \$100.00 replacement cost.

Stafford Meadows Condominium Association

P.O. Box 7268, Fredericksburg, VA 22404

P: 540-371-3406 | E: gmaravetz@e-landmarc.com

Emergency Hot Line: 540-372-1726, 24 Hour Answering

All Association enforced towing will resume on February 1, 2017. All vehicles not properly registered and displaying the new vehicle decals or a new visitor hangtag will be subject to being towed at the expense of the owner.

Examples of—but not limited to—such infractions to the parking policy that are under 24 hour patrolling are found below:

- Vehicles not being properly registered with Stafford Meadows Condominium Association.
- Parking decals and hangtags not visible at all times and/or altered parking decals and hangtags.
- Parking in a visitor spot for more than 72 hours.
- Vehicles parked in designated fire lanes and tow away zones.
- Vehicles parked in designated handicap areas without proper permit issued by the Virginia Department of Motor Vehicles.
- Vehicles double-parked. (Parked across the line of more than one parking space.)
- Residents parked in visitor parking areas.
- Vehicles blocking mailboxes.
- Vehicles parked on sidewalks and/or grass.

Vehicles that have expired license plate tags, expired state inspections, are abandoned, or inoperable will also be subject to towing at owner's risk and expense.

Shanks Towing is the towing agent. Their contact number is: (540) 710-1628

STAFFORD MEADOWS CONDOMINIUM ASSOCIATION

Vehicle Registration Form

All vehicles that are owned, leased, or regularly operated by residents, including homeowners, family members, and lessees/tenants, are required to be registered with the association. No more than two (2) vehicles per household may be registered.

Completed form should be returned to: kbullock@e-landmarc.com or gmaravetz@e-landmarc.com faxed to: (540) 373-2913

Date: _____

Section A:

Unit Owner(s): _____

Address: _____

Home phone: _____ Cell phone: _____ Email: _____

Emergency Contact: _____

Home phone: _____ Cell phone: _____ Email: _____

If your unit is currently leased please fully complete Section B

Section B:

Tenants(s): _____

Address: _____

Home phone: _____ Cell phone: _____ Email: _____

Emergency Contact: _____

Home phone: _____ Cell phone: _____ Email: _____

Section C

Vehicle 1:

Year: _____ Make: _____ Model: _____ Color: _____

License Plate: Number: _____ State: _____ Exp: Month: _____ Year: _____

Vehicle 2:

Year: _____ Make: _____ Model: _____ Color: _____

License Plate: Number: _____ State: _____ Exp: Month: _____ Year: _____

FOR MANAGEMENT USE ONLY:

Date Permits Issued: _____ Vehicle Decal Number(s): _____; _____

Visitor Hangtag Number: _____

(\$100.00 Replacement Fee for Lost or Stolen Visitor Hangtags)

Mailed: Yes No

Processed By: _____

All residents are required to comply with the Stafford Meadows Condominium Policy and Procedures concerning parking and use of the parking lot.

Stafford Meadows Condominium Association

P.O. Box 7268, Fredericksburg, VA 22404

P: 540-371-3406 | E: gmaravetz@e-landmarc.com

Emergency Hot Line: 540-372-1726, 24 Hour Answering

Reaffirmation of Community Rules

- Trash service is on Monday & Thursday. Recycling will be picked up on Thursdays. Trash cans are to be put out no earlier than 6:00 p.m. the prior day. Other than trash service days (including from 6:00 p.m. the prior day) trash cans must be kept out of public view. Such restrictions mean permanent storage areas of trash cans must be in the backyard of units or in the trash corrals located on Buckingham and Chesterfield Ln, not the front or side yards.
- Bulk items (furniture, scrap wood, etc.) will not be removed. There will be an assigned bulk pick up day each quarter. Contact management for schedule.
- Pets shall be on leashes when out in the community at all times. (This is Virginia Law).
- Pet waste shall be picked up immediately upon creation. (This is Virginia Law).
- No excess debris (toys, tools, storage containers, etc.) is to be left in public view; these areas include porches, balconies, and open common areas.
- Parked vehicles shall not exceed the stripped parking spaces.
- All vehicles parked within the community shall have current registration and inspection stickers properly displayed.
- No trailers of any kind are allowed to be parked within the community.
- Satellite dishes will not be installed on common elements to include roofs, siding, and fences. Contact management for ARC Applications.
- No loitering or soliciting is allowed within the community.
- Open fires are not permitted within the community.
- Gas, charcoal, or any open flame type grills are not allowed to be used on the balconies of the garden-style condominium units. Virginia law states that no open flame can be within 10 feet of any building-this is inclusive of grills.
- Holiday decorations are allowed but shall be removed within 30 days after the holiday.
- Vehicles traveling within the community will not exceed 10 mph.
- Window air conditioning units are not allowed unless an emergency situation arises. If such a situation arises, contact management to report the temporary use of such units.

Parking is a PRIVILEGE- Stafford Meadows Condominium Association Handbook, page 8, states that parking is a privilege and to receive any new parking decals you must be current on all dues and assessments.

Print Name: _____

Signature: _____

Stafford Meadows Unit Address: _____

STAFFORD MEADOWS CONDOMINIUM ASSOCIATION

Parking Pass/Hang Tag Release Form

I _____, owner of
(Owner Name)
_____, Stafford, VA 22556, located within Stafford
(Unit Address)
Meadows, do hereby give permission to Landmarc Real Estate, on behalf of Stafford
Meadows, to release/sell/issue parking passes/hang tags to my tenant(s):

_____ for my unit. I have read and
(Tenant(s) name)
reviewed the Parking Policy with my Tenant(s). I understand that a copy of the most current
executed lease and lease addendum must be on file along with this signed release before my
tenants are able to obtain parking passes/hang tags.

Owner Name: _____

Owner Signature: _____

Date: _____

Tenant #1 Name: _____

Tenant #1 Signature: _____

Date: _____

Tenant #2 Name: _____

Tenant #2 Signature: _____

Date: _____