

**Palomar Hills Vehicles and Parking  
Amendment to Townhome Guidelines  
March 2019**

Palomar Master Documents/Green Book, Article III, Use Restrictions and Rules, 3.01 Vehicles and Parking

Palomar Master Documents/Green Book, By-Laws, Section 22. Enforcement  
Townhome Guidelines, pg. 4.

1. A warning note will be placed on a vehicle if it's parked in the townhome's parking space after 14 days. The note serves as a warning to the townhome owner that the vehicle may be towed.
2. A fine of \$50 will be charged to the townhome owner, if the vehicle is not moved after 14 days.
3. A letter will be sent from the association manager to the townhome owner that the vehicle will be towed within 5 days of the warning, if not moved to their garage, driveway or off-site.
4. If a decision is made to tow the vehicle, a letter will be sent to the townhome owner from the association manager.
5. The townhome board of directors will authorize the vehicle to be towed.
6. The association manager will contact a towing company and make arrangements for towing the vehicle.
7. The townhome owner may choose to lease a parking space for \$50/month.
8. The request to lease a parking place is submitted in writing to the association manager, with the license plate number, make, and model of the vehicle. The association manager will forward the information to the president of the townhome board of directors, who will provide a parking pass to be placed in the vehicle. The parking pass must be visible from the front windshield of the car.
9. Townhome owners with a one car garage will be exempt from a fine and towing the vehicle. They may park in a resident parking space, upon submitting a request to the association manager, with the license plate number, make, and model of the vehicle. The association manager will forward the information to the president of the townhome board of directors, who will provide a parking pass to be placed in the vehicle. The parking pass must be visible from the front windshield of the car.
10. All guest parking spaces are designated for guests and not to be used by residents. Resident vehicles that continue to park in spaces designated for guests will be fined or risk being towed at owner's expense.
11. For guests that are in need of a guest parking space longer than 14 days and are a guest of a townhome resident, the resident must contact the association manager with the license plate number, make, and model of the vehicle. The association manager will forward the information to the president of the townhome board of directors, who will provide a parking pass to be placed in the vehicle. The parking pass must be visible from the front windshield of the car. It must be returned to the Palomar Hills association manager at the end of their stay.
12. Three townhome owners will monitor the parking policy.
13. If a townhome owner monitoring the parking policy observes non-compliance with the parking policy, the townhome owner will report the issue in writing to the townhome board of directors.
14. A letter from the townhome board of directors will be sent to the townhome owner that they are not in compliance with the parking policy.