

**WEXFORD CONSERVANCY  
RESOLUTION #2010-01  
PARKING RULES AND REGULATIONS**

**WHEREAS, Article IV, PARKING,** of the Supplemental Declaration of Covenants, Conditions and Restrictions, the Conservancy shall promulgate such rules and regulations needed to regulate the use of any parking areas that may be constructed or authorized on Neighborhood Common Area for the benefit of all Owners of lots or Living Units within the Neighborhood, which rules and regulations may include assignment of parking spaces;

**WHEREAS, Article III, Section 3. Board of Trustees. (c.2),** of the Declaration of Covenants, Conditions and Restrictions (CC&Rs) empowers the Board of Trustees to establish uniform rules and regulations pertaining to the use of the property, as provided in Article IV and VI and to review, modify, and approve Architectural standards adopted by the Architectural Review Board;

**WHEREAS, Article V, PROTECTIVE COVENANTS, Section 3. Vehicles.** No portion of the property subjected hereto shall be used for the repair of motor vehicles. Use and storage of all vehicles and recreational equipment upon the Common Area and Lots or upon any street, public or private, adjacent thereto shall be subject to rules promulgated by the Board of Trustees as provided herein;

- a) All motor vehicles including, but not limited to, cars, trucks, trail bikes, motorcycles, motorized scooters, and dune buggies must be street legal and shall be driven only upon paved streets and parking lots. No motor vehicles shall be driven on pathways or Common Areas, except such vehicles as are authorized by the Conservancy as needed to maintain repair, or improve the Common Area. This prohibition shall not apply to normal vehicular use of designated streets and lanes constructed on Common Area.
- b) Parking of all commercial and recreational vehicles and related equipment, including boats and boat trailers, other than on a temporary and non-recurring basis, shall be in garages or in areas approved by the Conservancy for such parking. No such area for approved parking exists nor is one currently contemplated by the Conservancy. There shall be no parking of commercial and recreational vehicles anywhere within public view; parking of commercial and recreational vehicles shall be restricted entirely to garages and enclosed areas. If a truck-mounted camper is to be an Owner's primary means of transportation, it shall not be considered a recreational vehicle providing it meets the following conditions: (a) the vehicle is moved on a daily basis; and (b) it is parked within a garage or driveway; and (c) if the camper is removed, it shall not be stored within Wexford unless it is within an enclosed garage.

**WHEREAS, Article V, PROTECTIVE COVENANTS, Section 17. Rules.** From time to time the Board of Trustees shall adopt rules, including, but not limited to, rules to implement the provisions of this Article and such rules as are required herein. Such rules may be adopted or amended by a two-thirds (2/3) vote of the Board of Trustees, following a public hearing for which due notice has been provided to members.

**WHEREAS, Article VI, USE OF PROPERTY, Section 1. Protective Covenants. (d) Rules.,** of the CC&Rs, empowers the Board of Trustees to adopt general rules, including, but not limited to, rules to regulate potential problems relating to the use of property and the well-being of members, such as keeping of animals, storage and use of all vehicles, storage and use of machinery, use of outdoor drying lines, antennas, signs, trash and trash containers, maintenance and removal of vegetation on the Properties, and the type and manner of application of fertilizers or other chemical treatments to the Properties in accord with non-point source pollution control standards.

**WHEREAS, Article VI, BOARD OF TRUSTEES, Section 8. Duties, (d)** of the By-Laws, empowers the Board to adopt and publish rules and regulations, including fees, if any, governing the use of the Common Area and facilities, and the personal conduct of the members and their guests thereon, and to include these in the Book of Resolutions;

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**WHEREAS, Architectural Review Board. K. Maintenance Guidelines. 17. Storage of Boats, Trailers, Campers, Mobile Homes or Recreational Vehicles.** No recreational vehicle may be parked or stored in open view on residential property, public or private streets, or on open space, except as specifically provided by the Conservancy. Commercial storage is available locally. The Board of Trustees has defined "recreational vehicle" as follows:

1. Any boat or boat trailer.
2. Any motor home or other self-contained camper.
3. Any camper slip-ons where the camper backs are higher than the roof line of the cab of the truck.
4. Any mobile home, trailer or fifth wheel trailer.
5. Any pop-up camper/tent trailer or other similar recreation oriented portable or transportable facility of conveyance.
6. Any other vehicle not defined above which could not normally or regularly be used for daily transportation including dune buggies or non-operative automobile collections or other automotive equipment not licensed for use on the highways of Virginia.
7. Any trailer.

**THEREFORE,** It is the conclusion of the Board of Trustees that the unregulated parking of vehicles, including commercial trucks, commercial vehicles, trailers, and junk cars on Wexford property is inconsistent with the beneficial use and enjoyment of the properties within Wexford by the residents of the community and that the afore-described parking restrictions are essential to maintaining and preserving Wexford common areas;

**NOW, THEREFORE, BE IT RESOLVED,** that the Board of Trustees of the Wexford Conservancy does hereby adopt as official policy, the attached rules and regulations concerning parking within Wexford; and

**BE IT FURTHER RESOLVED,** that the Board of Trustees shall have the authority to grant a temporary variance to the established parking policy providing that all requests for variances are made in writing to the Managing Agent. Variances may be revoked upon any failure to comply with the stipulations of the variance.

**BE IT FURTHER RESOLVED,** that the attached rules and regulations shall take effect thirty (30) days after the date hereof following posting to the Wexford website and shall be enforced as of **November 22nd, 2010**. Hard copy distribution to all Wexford homeowners and tenants will follow within 30 days. Prince William County Police and Virginia State Police are empowered to ticket, boot and/or tow violators parked in designated fire lanes and/or designated handicapped parking spaces and/or in violation of any state vehicle registration or titling law.

**BE IT FURTHER RESOLVED,** that nothing contained herein may prohibit the Board of Trustees from amending afore-described parking restrictions in the future. All remedies are deemed to be cumulative. This policy become effective on the **22nd day of October, 2010**, and supersedes all previous resolutions on parking.

**Board of Trustees  
WEXFORD CONSERVANCY  
Approved 21, October 2010**

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- I. Each non-garage property within Wexford has two parking spaces assigned to it and each are to be labeled by lot number. Each garage unit as designed by the builder and per plan has been provided with its own parking area by means of a driveway and a garage. All homeowners, residents, occupants, and tenants are to park their vehicles in these assigned spaces only. Any and all additional vehicles are to be parked elsewhere including Redwing Drive or any other location which may be assigned by the Conservancy. See **Wexford Overflow Parking** in the Definitions section to learn about the use overflow parking.
- II. All homeowners, residents, occupants, and tenants must register all vehicles that they intend to park on Wexford property using the Vehicle Registration Form. Each vehicle will be assigned a Wexford Parking Sticker that must be affixed to either the back side of the rearview mirror or somewhere along the bottom six inches of the rear window. Any vehicle found in assigned parking without a valid parking sticker will be regarded as being parked illegally and will be subject to towing without notice.
- III. New homeowner's, residents, occupants, and tenants must register their vehicles within thirty days of moving into any Wexford property. The Conservancy recognizes that there may be more than two vehicles at any household however only two of the vehicles may be parked on Wexford property at any time with the exception of those registered vehicles parked in available Wexford Overflow Parking. Any others found parked on Wexford property are subject to towing without notice.
- IV. Any homeowner, resident, occupant, or tenant failing to register their vehicle with the Conservancy within the prescribed thirty day period may cause a temporary loss of parking privileges for everyone at the property. Until parking privileges are reinstated, any homeowner's, resident's, occupant's or tenant's vehicle found parked within Wexford will be towed without notice.
- V. Visitor parking spaces are intended for use by actual visitors. Use of the visitor spaces by residents of the WEXFORD CONSERVANCY operates to the detriment of all residents, in that the available spaces for legitimate visitors to the community are thereby reduced. Accordingly, no vehicle owned by, operated by, titled to, registered or entrusted to a homeowner, tenant or resident of the Conservancy shall occupy a visitor parking space. Vehicles that do so will be subject to immediate towing, without a warning, and at the vehicle owner's risk and expense. The owner of the vehicle shall also be considered to have violated these rules and regulations, and the Conservancy may deal with such violation by the application of all available legal and/or administrative remedies. Discretion to determine whether a vehicle meets the criteria as a legitimate visitor resides solely in the Board of Trustees. Only members of the Board of Trustees may designate a vehicle as being in violation of the conditions outlined in this section. For repeat offenders the Board of Trustees may vote to assess the homeowner Fifty Dollars (\$50.00) for a single offense, or Ten Dollars (\$10.00) per day for any offense of a continuing nature or revocation of all parking privileges within the community. For definition of a "**Visitor**", see **Visitor/Visitor Vehicle** in the Definitions section.
- VI. Any vehicle parked in Visitors parking space should have a valid Visitors Pass displayed. Each property is provided with two Visitors Passes for their guests. If more than two guest vehicles will be parked on Wexford property, the homeowner, resident, or tenant may request that a Visitors Pass be issued for the time frame that the vehicle will be on Wexford property or a note that is clearly visible on the dashboard and able to be easily read may be used to indicate what home the driver/owner of the vehicle is at. Visitors Passes may be obtained by calling the Management office. Visitors Passes are to be hung from the rearview mirror or placed on the dashboard in clear sight. Vehicles parked in Wexford for more than one hour that do not have either a Visitors Pass or a note on the dash board as described will be considered as being parked illegally and may be towed at the owners expense.

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Visitor's passes are generic and have space where an address may be entered. The Board of Trustees recommends using your lot number in the address space as a way to offer some level of privacy and security to you and your guest. Unless you know the lot number or are familiar with the lot numbers then a person will generally not know what house the driver of the vehicle is at. People enforcing the parking rules know and understand what lot number equates to what address.

- VII. No vehicle shall be parked on common areas in such a manner as to obstruct other parking spaces without authority.
- VIII. No vehicle shall park on common areas or in assigned spaces in such a manner as to block one or more vehicles, or occupy more than one space.
- IX. No vehicle shall park as to block or impede access to mailboxes and sidewalks.
- X. No vehicle shall park in a fire lane, or in fire turn-arounds, as designated by Prince William County Department of Fire and Rescue. These areas are marked by a yellow curb.
- XI. No vehicle may park parallel to any curb or any townhome street on WEXFORD CONSERVANCY property.
- XII. No vehicle shall park on lawns or grassy areas, sidewalks, walkways or patio areas, or park in any other common area, without written authorization of the WEXFORD CONSERVANCY Management Agent or other official appointee of the Board of Trustees.
- XIII. Nothing shall be stored upon any parking space, nor shall the same be permitted to accumulate trash or debris. For the purpose of moving either into or out of a property in Wexford, a portable storage container such as a Portable On Demand Storage (P.O.D.S.) unit or trailer may be placed or parked in a space assigned to that property. **Permission to do so must be requested and approved a minimum of three days in advance by the Board of Trustees or Management.** The temporary storage unit or trailer may only be in the parking space for a maximum of three days and must fit within the area of said parking space. Storage units or trailers larger than the parking space are not allowed. **Failure to obtain permission or remove the storage unit within the allowed three day period will result in removal of the storage unit at the expense of the person who rented/leased it.**
- XIV. No signs, initials, numbers or any other alteration to parking spaces may be painted, marked or erected.
- XV. WEXFORD CONSERVANCY homeowners, residents, occupants, tenants, and guests shall not park boats, recreational vehicles, boat trailers, or any other trailers, in any parking space on WEXFORD CONSERVANCY property, except as provided herein or as authorized in writing by the WEXFORD CONSERVANCY, Management Agent, or other official appointed by the Wexford CONSERVANCY Board of Trustees. Boats, recreational vehicles and trailers can be parked for a period not to exceed ten (10) hours for the sole purpose of loading and unloading.
- XVI. Trucks and commercial vehicles are permitted temporary access to WEXFORD CONSERVANCY streets and parking areas if they are delivering to, or furnishing services to a WEXFORD CONSERVANCY home, provided that the vehicle is not parked within WEXFORD CONSERVANCY for more than ten (10) hours in any twenty-four (24) hour period. Trucks and commercial vehicles owned by or assigned to homeowners, residents, occupants, or tenants may only occupy a parking space within Wexford for no more than one (1) hour for the purposes of loading, unloading or washing. Violators are subject to towing without notice. For repeat offenders the Board of Trustees may also vote to assess the homeowner Fifty Dollars (\$50.00) for a single

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offense or Ten Dollars (\$10.00) per day for any offense of a continuing nature, for a period not to exceed ninety (90) days or such greater amounts as may be authorized by the Virginia Property Owners' Association Act.

XVII. Except for trucks or commercial vehicles, as reference in paragraph XVI above, no truck or commercial vehicle other than a standard size van or pick-up truck that will fit wholly within a parking space shall be parked on any common areas, streets, lots or building site, except wholly within a garage.

XVIII. Inoperable or abandoned vehicles, as defined by Virginia State law and the Prince William County Code, shall not be parked on WEXFORD CONSERVANCY property. Vehicles which leak fluids pose a hazard to the community asphalt and may lead to toxic runoff into the storm sewers, and thus, such vehicles may not be parked in WEXFORD CONSERVANCY. In addition, all vehicles shall be maintained in proper operating condition so as not to be a hazard or nuisance by noise, exhaust emissions or appearance as determined by the Board of Trustees.

- 1) Through the act of the owner or any of their tenants, agents or guests or members or their families (whether or not such act is negligent or otherwise culpable), it shall be the obligation of such Owner to rebuild and repair the Private Street or Common Parking Area without cost to the other owners of that Private Street or Common Parking Area.
- 2) Other than through the act of an Owner, his tenants, agents or guests or members of his or their families (including any damage or deterioration due to ordinary wear and tear and lapse of time), it shall be the obligation of all Owners of the Townhome Cluster Association to rebuild and repair such Private Street or Common Parking Area. The maintenance reserve provided for in the Declaration of Covenants, Conditions and Restrictions, **Article III, NEIGHBORHOOD ASSESSMENTS, Section 6. Reserve Accounts** is designed to provide for repair of its private streets and parking areas that require repair due to deterioration from ordinary wear and tear and lapse of time and is not designed to repair damage which is attributable to a Lot Owners' or his tenants', agents' guests', or family's intentional acts or negligence.

XIX. Persons authorized to contact the Towing Agent for parking violations are outlined below:

- 1) For violations where a resident's designated parking space is occupied and/or blocked by an unauthorized vehicle as outlined in paragraph VII and VIII, the resident is authorized to contact the Towing Agent. (Residents should be prepared to furnish model, color, license tag number of vehicle and allocated space number.)
- 2) For all other violations as outlined below, only WEXFORD CONSERVANCY Managing Agent and/or Board of Trustees or other official appointee of the Board of Trustees may initiate towing:
  - A. Parking on Common areas;
  - B. Parking in a visitor's space in violation of the restrictions as set forth in paragraph VI.
- 3) For violations of parking in a designated fire lane, residents may call the towing company, or Prince William County Police Department at 703-792-6500. The Prince William County Police are authorized to enter any fire lane for the purpose of enforcing the "No Parking or Standing" provisions. Any police officer or representative of the Fire Marshal's Office who finds any vehicle in violation shall have the authority to remove such vehicle at the owner's expense.

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- XX. **The Towing Agent for WEXFORD CONSERVANCY can be found in newsletters, signs posted at the entrances of the community, and on the Wexford website [www.WexfordPWC.org](http://www.WexfordPWC.org).** The Towing Agent is responsible for notifying the Prince William County Police Department of all pertinent and required information concerning the vehicle removed from WEXFORD CONSERVANCY property. Signs providing the phone number of the Prince William County Police Department have been posted at each entrance. Vehicles may be towed immediately and without warning from the property, and stored at the vehicle owner's risk and expense if parked as prohibited by this Resolution OR if deemed hazardous or could cause damage or injuries as determined by the Board of Trustees.
- XXI. Homeowners and residents are responsible for their renters' and visitors' compliance with the WEXFORD CONSERVANCY Parking Rules and Regulations. If a homeowner, resident, tenant, or occupant have visitors and do not ensure that their visitors obey the parking regulations set forth by the Board of Trustees they will be subject to loss of their parking privileges, special assessment, or whatever action the Board deems appropriate.
- XXII. Motorized vehicles are to be operated in accordance with existing county, state and federal regulations. Drivers will control and operate their vehicles in a safe and prudent manner. The speed limit in WEXFORD CONSERVANCY is 15 miles per hour, and is not to be exceeded.
- XXIII. Nothing in this resolution shall be construed to hold WEXFORD CONSERVANCY, its Board of Trustees, employees, committee or designees responsible for damage to vehicles or loss of property from vehicles parked within the WEXFORD CONSERVANCY. Vehicles and their contents parking within WEXFORD CONSERVANCY are at the sole risk of the owner(s) thereof.
- XXIV. For any violation of the Wexford Conservancy Parking Regulations a homeowner, resident, occupant, or tenant may be subject to having their vehicle towed without notice. In addition the Board of Trustees may also vote to assess the homeowner for Fifty Dollars (\$50.00) for a single offense or Ten Dollars (\$10.00) per day for any offense of a continuing nature. Repeat offenses may result in the revocation of parking privileges within the Conservancy's property.

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**Definitions:**

**Commercial Vehicle**” means any vehicle, regardless of type or capacity, with commercial or government agency lettering or insignia or which displays advertising letters or symbols, whether temporarily or permanently affixed to the vehicle, except for law enforcement and fire and rescue vehicles; any vehicle regardless of type or capacity, which displays or which is licensed as a “for hire” vehicle; garbage trucks, tractors or trailers; dump trucks; tow trucks; passenger buses; cement trucks; construction equipment; including stake bed trucks, flat bed trucks, box trucks and step vans. Law enforcement and fire and rescue vehicles kept within WEXFORD CONSERVANCY on a regular basis shall park in accordance with these regulations with respect to the parking of personal vehicles.

**“Illegal or Inoperable motor vehicle”** shall mean:

- a) Any motor vehicle, which displays neither a valid license plate nor a valid inspection decal.
- b) Any motor vehicle which has out of state plates and has not been properly titled and registered with the DMV within thirty-days of moving into the Virginia as required by Virginia Law.
- c) Is not in operating condition, or which for a period of Twenty-four (24) consecutive hours or longer has been partially or totally disassembled.

**“Long term guests”** shall mean any occupant or dweller not normally residing at the residence but who has been residing at the residence for a period over one week, but less than thirty days. Long term guests are required to have a visitor’s pass displayed.

**“Occupant”**: one who occupies a particular place; especially: Resident.

**“Registered Vehicle”** shall mean any vehicle registered with the Conservancy whether it belongs to a resident, tenant, occupant or long term guest.

**“Resident”** shall mean anyone whose name appears on the properties’ mortgage or lease papers: to be in residence as the incumbent of a benefice or office; to dwell permanently or continuously: occupy a place as one’s legal domicile.

**“Tenant”** shall mean anyone who is an occupant or dweller of a town home in WEXFORD CONSERVANCY but whose name does not appear on the deed. Tenants include spouses, parents, children, relatives, and long-term guests: a. one who holds or possesses real estate or sometimes personal property (as an annuity) by any kind of right; one who has the occupation or temporary possession of lands or tenements of another, specifically: one who rents or leases (as a house) from a landlord.

**“Trailer”** means any device that is not self-propelled, but which is designed for and capable of being pulled upon the public roadways by a motorized vehicle, such as boat trailers, utility trailers, mobile homes, and pop-up campers.

**“Truck”** means any powered source of transportation which has a cargo bed area in excess of 45 square feet. Notwithstanding, and in addition to the foregoing, the following are each deemed to be a “truck” for the purposes of these regulations:

- a. Any vehicle with roof or side racks designed to hold ladders or other construction apparatus, regardless of whether such apparatus are present;
- b. Any vehicle which uses wood, metal, or other materials to extend the height of the sides or to increase cargo capacity; and,

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- c. Any vehicle which has, as its primary purpose, the towing of other vehicles, the removal of snow, or which clearly is not intended to be used for personal transportation purposes.

**“Visitor / Visitor Vehicle”:** A visitor and/or visitor vehicle in Wexford Conservancy is an individual (and his/her vehicle, whether owned, borrowed or merely operated) who does not own, rent or otherwise reside in Wexford Conservancy and who visits no more frequently than three separate occasions per every seven-day period, and who on each visit occasion remains in the community for less than 24 hours. Such visits shall not be on consecutive days. This definition should be read and interpreted in conjunction with Paragraph V of this Resolution.

**“Wexford Overflow Parking”** is parking within Wexford designated by the Conservancy as being available on a first-come, first serve basis for "registered vehicles" driven on a daily basis. It is not intended to be a storage area for a third vehicle. This means that if a residence has three active drivers who are driving three vehicles on a daily basis, then one vehicle may be parked in overflow parking.

**Assigned parking spaces and driveways must be used prior to parking in a overflow space.** If a residence has only two active drivers and three vehicles, then the third vehicle may not be parked in overflow parking, because to do so would in effect be storing the vehicle in Overflow Parking. **Vehicles parked in overflow parking must not be left in an overflow parking space for more than 24 hours. Vehicles brought to the attention of the Conservancy that have been parked for more than 24 hours may be towed without notice.** Moving the vehicle to a different overflow parking space does not reset the 24-hour clock. Again, overflow parking is not intended for, nor shall it be used as a vehicle storage area.



## WEXFORD CONSERVANCY VEHICLE REGISTRATION FORM

All homeowners, residents, occupants, and tenants must register all vehicles that they intend to park on Wexford property using this Vehicle Registration Form and return it to Management at:

Wexford Conservancy  
C/o RH1 Management, LLC.  
P.O. Box 40  
Dumfries, VA 22026-0040

Each vehicle will be assigned a Wexford Parking Sticker that must be affixed to either the back side of the rearview mirror or somewhere along the bottom six inches of the rear window. Any vehicle found in assigned parking or overflow parking without a valid parking sticker will be regarded as being parked illegally and will be subject to towing without notice.

New homeowner's, residents, occupants, and tenants must register their vehicles within thirty (30) days of moving into any Wexford property. The Conservancy recognizes that there may be more than two vehicles at any household however only two of the vehicles may be parked on Wexford property at any time with the exception of those registered vehicles parked in available Wexford Overflow Parking. Any others found parked on Wexford property are subject to towing without notice.

Any homeowner, resident, occupant, or tenant failing to register their vehicle with the Conservancy within the prescribed thirty (30) day period may cause a temporary loss of parking privileges for everyone at the property including visitors. Until parking privileges are reinstated, any homeowner's, residents, occupants, tenants, or their visitors vehicles found parked within Wexford will be towed without notice.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

<b>Vehicle Information</b>	
<b>All vehicles must be listed</b>  Vehicle Make, Model, Color, License Plate and State	Vehicle 1
	Vehicle 2
	Vehicle 3
	Vehicle 4
	Vehicle 5