

## **PARKING AND PARKING PERMIT POLICY**

### GENERAL STATEMENT:

In order to manage the limited parking available to the staff and residents of St. Clair Housing Commission (SCHC), the SCHC has established this policy, requiring vehicles to be registered with the SCHC and have a valid parking permit issued by the SCHC in order to utilize the parking lots located on the property. Some parking may be designated for specific use and will be marked with signage accordingly. Designations may include, but not limited to, TENANT PARKING, VISITOR PARKING, STAFF PARKING, HANDICAP PARKING, NO PARKING, etc.

Any vehicle found parked in the lot without a valid parking permit may be towed.

### PERMANENT PERMIT ISSUANCE:

1. Permanent permits are available.
2. Permanent permits will only be issued to household members.
3. The vehicle registration must be supplied at the time of request for a permit.
4. There is a limit of one permit per household. If there is a special situation requiring more than one permit per household, the resident must complete a Parking Permit Request form which must be reviewed and approved or disapproved by a Property Manager. These situations will be reviewed on a case by case basis considering the reason the permit is required, if spaces are available, and on a first come first serve basis.
5. Permanent permits must be placed in the driver side back window.
6. Permits must only be installed in the vehicle on record at the St. Clair Housing Commission. Vehicles with the wrong permit may be towed at the owner's expense.
7. Permits must be returned when no longer needed or upon move out.

Title:	SCHC- Parking and Parking Permit Policy
Introduced:	03/17/2020
Adopted Eff:	07/01/2020
Res. No.:	2020-03