

## RESIDENT PARKING POLICY

---

### I. GENERAL POLICY

It is the policy of the Housing Authority of the City of Los Angeles (“HACLA”) to administer a resident parking program which efficiently utilizes the limited number of resident parking spaces in parking lots at HACLA owned and managed properties (collectively referred to as “Housing Developments”). Resident parking permits are not required for parking on City streets within HACLA’s Housing Developments.

Residents parking at HACLA Housing Developments are parking at their own risk. HACLA will not be responsible for any loss or damage to a resident’s vehicle(s) or the vehicle’s contents while on HACLA property.

### II. ADMINISTRATION OF PARKING PROGRAM

- A. HACLA will assign the Site Manager at each of its Housing Developments the responsibility to administer the parking program as referenced in this policy and the accompanying procedures at their respective Housing Development.
- B. Resident parking permits are only valid for the Housing Development to which they are issued.
- C. Only the Residents (or Co-Residents) listed on the lease will be issued resident parking permits.
- D. The Site Manager or his/her designee will inspect and certify resident vehicles to confirm eligibility for a Housing Development parking permit.
- E. The Site Manager or his/her designee will issue, renew and revoke resident parking permits as needed.
- F. Resident parking permits are not transferable.
- G. Resident parking permits will be valid until they expire or until the end of residency, whichever occurs first. Residents will be required to reapply for renewal upon expiration of the permit.
- H. Unless a Housing Development was built with dedicated parking spaces, parking in HACLA Housing Development parking lots is on a first-come first-serve basis. The issuance of a resident parking permit does not guarantee a parking space.

**RESIDENT PARKING POLICY**

---

- I. A resident parking permit is not required (in accordance with State of California law) to park in spaces dedicated for disabled persons if the vehicle owner lawfully parks and lawfully displays a valid disabled person parking placard.
- J. The Site Manager or his/her designee will be responsible for the maintenance of all records related to the resident parking program.

**III. ELIGIBILITY FOR RESIDENT PARKING PERMITS**

- A. In order to be eligible for a resident parking permit, the following criteria must be met:
  - 1. The resident must provide current California Department of Motor Vehicles (“DMV”) registration of the vehicle (including motorcycles).
  - 2. The vehicle must be operative and remain operative while parked on Housing Development premises.
  - 3. The Vehicle Identification Number (“VIN”) on the DMV Registration document must match the number displayed on the vehicle.
  - 4. The description on the DMV Registration document (make, model, color) must match the physical characteristics of the vehicle.
- B. Resident parking permits will not be issued to the following vehicles: vehicles registered as non-operable, trailers, motor homes, commercial vehicles utilized for commerce (excluding pickup trucks with commercial plates), boats, and other recreational vehicles.
- C. Upon expiration of a resident parking permit, the resident is to submit a new Application for a Resident Parking Permit and all qualifying requirements must be current.

**IV. ISSUANCE OF APPLICATIONS AND RESIDENT PARKING PERMITS**

- A. The Site Managers shall issue applications for resident parking permits to residents upon request.
- B. Only residents listed on the lease may apply for a resident parking permit.

**RESIDENT PARKING POLICY**

---

- C. One resident parking permit per unit will be issued.
- D. Eligible vehicles will be provided with resident parking permit stickers which will be affixed by the Site Manager or his/her designee to the inside bottom right corner of the front window or on the rear fender of a motorcycle. The resident parking permit must be displayed at all times when parked in Housing Development parking lots.

**V. TEMPORARY PARKING PERMITS**

- A. Temporary parking permits may be issued by the Site Manger for the following needs/uses:
  - 1. To a resident who is in the process of getting his/her vehicle registered with the DMV;
  - 2. To residents via a lottery system if there are more parking spaces available at a Housing Development than permanent resident permits issued;
  - 3. To vendors, contractors, service providers or visitors who are on the Housing Development premises conducting business or participating in activities; or
  - 4. To a non-resident who is assisting a resident due to the resident's medical or disability related needs or other verifiable purpose.
- B. Temporary parking permits may not exceed a duration of sixty (60) days. New temporary parking permits may be issued upon expiration of existing temporary parking permits.
- C. Temporary parking permits issued as part of a Housing Development lottery (per section A2 above) due to available parking spaces shall be valid for a period not to exceed six (6) months.
- D. Only one (1) temporary parking permit per unit will be issued per sixty-day period.
- E. A vehicle shall not have both a temporary and a permanent resident parking permit at the same time.

**RESIDENT PARKING POLICY**

---

**VI. REVOKING RESIDENT PARKING PERMITS**

- A. The Site Manager or his/her designee staff shall advise residents of their obligation to return their resident parking permits when residents vacate the Housing Development or, sell or transfer their vehicle.
- B. The Site Manager shall, at the time the resident gives notice to vacate, make every effort to remove the resident's parking permit. A temporary parking permit may be issued to the vacating resident for the period between the time when notice to vacate is given to the time of expected vacate.
- C. HACLA will revoke parking permits if the vehicle does not maintain eligibility status.

**VII. PARKING VIOLATIONS**

- A. As stated in the Residential Rules, residents may only park in officially designated parking areas while displaying a valid permit and in compliance with all parking regulations. Residents who violate parking regulations, will be issued parking citations and/or towed at the owner's expense in accordance with the Los Angeles Municipal Code and California Vehicle Code. Residents who continually violate parking regulations will be scheduled for a conference with the Site Manager to discuss the parking violations and/or lease violations.
- B. No Parking and Tow Away signs will be posted in each parking lot. Signs shall indicate:
  - 1. Public parking is prohibited.
  - 2. Vehicles will be removed at the owner's expense.
  - 3. Telephone number of the local traffic law enforcement agency.
  - 4. Citations may be issued for parking violations.
- C. HACLA shall not be responsible for payment of parking citations of residents, visitors, or vendors and shall not be mediator of disputes with regard to parking.
- D. Loaded trucks may not be parked on Housing Development premises for more than 72 consecutive hours.

**RESIDENT PARKING POLICY**

---

**VIII. ABANDONED NUISANCE OR HAZARD VEHICLES**

- A. A vehicle will be considered abandoned if it appears not to have been moved for more than 72 hours on Housing Development premises without prior notification to the Site Manager.
- B. A vehicle will be considered a nuisance or hazard if it is blocking a fire lane, fire hydrant, driveway, pedestrian walkway/sidewalks, or parked in a disabled person parking space without an official disabled person parking placard on Housing Development premises.
- C. The Site Managers shall immediately advise the Los Angeles Police Department, the Los Angeles Department of Transportation, or the private towing company contracted by HACLA of all abandoned vehicles or vehicles which cause a hazard on Housing Development premises to ensure prompt removal.

**IX. REPAIR OF VEHICLES ON HOUSING DEVELOPMENT GROUNDS PREMISES**

Motor vehicles shall not be repaired or serviced anywhere within the Housing Development. Vehicles shall be subject to tow and the resident shall be deemed in violation of their lease. Exception to this will be made for emergency repairs such as, but not limited to, jump starting a battery or replacing a flat tire.