



The Dunes Condominium Owners' Association, Inc. (DCOA)

PARKING PERMITS and PARKING CERTIFICATES POLICY

Policy Statements: Each Vehicle, other than an Exempted Vehicle (as defined below), parked on the Dunes Condominium property shall display either an Owner Parking Permit, Owner Guest Certificate, or Guest Registration Certificate as follows:

- **Owner Parking Permit** – Used only for Vehicles of Owners of Dunes Condominium units.
- **Owner Guest Certificate** – Used only for Vehicles of (a) guests ACCOMPANIED by the Owner or (b) a Family Member of the Owner.
- **Guest Registration Certificate** – Used for Vehicles of all guests, including renters, that are (a) NOT ACCOMPANIED by the Owner and (b) NOT a Family Member of the Owner.

Owner Guest Certificates and Guest Registration Certificates shall have the unit # and covered dates written thereon in order to be effective.

Owner Parking Permits (decals) are to be affixed on the windshield. Hanging Parking Permits and Certificates are to be hung on the front mirror, placed on the dashboard, or attached to the front windshield in such manner as to be easily readable.

Purpose and Scope: The purpose of this policy is to assist in limiting the use of the parking area of the Dunes Condominium to only authorized users and to assist in identifying persons on the Dunes Condominium property. This policy applies to all Vehicles parked on the Dunes Condominium property, including, but not limited to, those of Dunes Condominium unit Owners and their Family Members, guests, and renters.

Definitions: As used herein, the following terms have the specified meanings:

- **Exempted Vehicle** – A Vehicle temporarily parked on Dunes Condominium property that is authorized by an Owner, DCOA, or a Dunes Property Owner, including a vehicle of a contractor, service provider, or visitor; however, any of the preceding that is parked Overnight is NOT an Exempted Vehicle.
- **Family Member** – A member of an Owner's immediate family that is an Owner's spouse / partner, child, grandchild, parent, or grandparent.
- **Overnight** – A period of six (6) hours or more between the hours of 9:00 P.M. and 6:00 A.M. the following day.
- **Owner** – The legal owner of a Dunes Condominium unit as reflected on the recorded deed. See Note A below.
- **Vehicle** – A motorized vehicle or wheeled trailer including, but not limited to, a car, truck, golf cart, motorcycle, RV, and trailer (including a trailer for a boat or other recreational vehicle).

Costs, Availability, and Records: Owner Parking Permits, Owner Guest Certificates, and Guest Registration Certificates are available as described in Attachment A hereto, at the costs specified therein, with records maintained of all issuances.

Parking Rules: The following rules apply to all vehicles parked on DCOA property including Exempted Vehicles:

- Vehicles shall be parked only in marked parking spaces, except that oversized Vehicles and all wheeled trailers shall be parked only in areas designated by the Board.
- Vehicles shall be parked in compliance with all posted signage.
- Vehicles may be temporarily parked under the entrance portico for loading or unloading not to exceed ten (10) minutes.
- Inoperable vehicles and vehicles without required licenses are not permitted to be parked on DCOA property.

Enforcement: For the period of March 1 through Labor Day, this policy shall be enforced DAILY by security guards (and other Board designee(s)). For the period from Labor Day until March 1, this policy shall be enforced periodically as designated by the Board.

Violations and Fines: Vehicles parked on DCOA property in violation of this policy are subject to being booted or removed from the property at the expense of the Vehicle owner.

In addition to other remedies available to DCOA (including booting and removal), fines imposed in accordance with DCOA's governing documents for violations of this policy are the responsibility of the condominium unit Owner violating the policy or the unit Owner allowing the violating vehicle on DCOA property either directly or indirectly (i.e., through a representative such as a rental agent). Fines are as follows:

For each improper use of an Owner Parking Permit or an Owner Guest Certificate – Minimum fine - \$100; Maximum fine - \$500.

For each other violation of this policy:

Minimum fines are: 1st violation – Warning only; 2nd violation within twelve months - \$50; subsequent violations within twelve months - \$100

Maximum fine per violation - \$500

Note A: As used herein, the Owner(s) of a condominium unit (a) that is owned by a corporation shall be the designated corporate representative(s) and (b) that is owned by an un-incorporated entity shall be that entity's owner(s).

Effective Date: March 1, 2020

Adopted by DCOA BOD: December 14, 2019

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ATTACHMENT A

Costs, Availability, and Records

Costs:

- Owner Parking Permit – No Charge
- Owner Guest Certificate – No Charge
- Guest Registration Certificate – \$30 per certificate if bought in bulk (10 or more)
\$40 per certificate if less than 10 purchased

Availability:

- Owner Parking Permit (decals or hanging tags if desired) – Up to 2 per Owner available from DCOA's Accounting Firm.
- Owner Guest Certificate – Available to Owners from Security Guard or the Accounting Firm.
- Guest Registration Certificate – Available in bulk from the Accounting Firm, or
Available individually from Security Guard or other Board designee.

Records: Records of all issued Parking Permits and Certificates shall be maintained by the applicable issuer (the Accounting Firm, Security Guard, or other Board designee).

Accounting Firm Contact Data:

Mail:

The Dunes Condominium Owners' Association, Inc.
P.O. Box 5035
Gulf Shores, AL 36547

Physical Address:

Pugh's Bookkeeping Services LLC
1544 W 2nd Street Suite 107
Gulf Shores, AL 36542

Telephone: 251-967-3313

Email: peggy456@gulftel.com

(Addresses Updated 12-2024)