

PHA Parking Policy – Table of Contents

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PHA Parking Policy

Section 1.0 Introduction

The goal of the PHA Parking Policy is to ensure that parking rules and regulations are understood by tenants and their guests.

Section 2.0 Purpose

The Purpose of the Parking Policy is to provide clear communication about what documentation is required to park at the PHA, what constitutes a violation, and how violations of this Parking Policy will be addressed.

The PHA Parking Policy governs overnight parking only. “Overnight” is defined as parking between the hours of 6:00 PM and 9:00 AM.

Section 3.0 Parking Information

Parking for all residents of the PHA is at the owner’s risk. If a car is damaged or theft occurs of the vehicle or vehicle contents while the car is parked on PHA property, the PHA assumes NO responsibility. Parking is limited to the resident and vehicle assigned. *No subletting or sharing of a parking space is allowed.*

From time to time, the PHA may request removal of all vehicles for parking area cleaning and repairs. Advance notice will be provided when possible.

Section 4.0 Vehicle Information

- All vehicles must clearly display New Jersey license plates and a current New Jersey Vehicle Inspection Sticker. Proof of insurance and current New Jersey vehicle registration will be required at annual recertification.
 - If parked in a designated handicap space, the vehicle must also display a valid [New Jersey Person with a Disability placard or license plate](#).
- **Changes or updates of vehicle, driver’s license, insurance, or registration information must be provided to the PHA management office within ten (10) business days of the change.**
- For residents with NJ Motor Vehicle Commission (MVC) approved Person with a Disability license plates, the PHA will strive to supply a parking spot that reasonably accommodates that person’s disability. Official NJ MVC certification must be presented at the time of application.
- A vehicle cannot be parked in the same spot for a consecutive 2-week period as to provide fair parking to all residents. Non-compliant vehicles will be towed at the owner’s expense. This includes handicapped parking spaces.
- Emergency Contact Information is collected as part of the [Parking Application](#) to ensure that tenant emergency, illness, or incapacitation does not result in vehicle towing.
- Parking is only for *roadworthy vehicles*. A broken down vehicle will not be allowed to occupy a parking spot and will be towed at the vehicle owner’s expense.

- Vehicle repairs, except tire changing, are not allowed on PHA property, streets or parking lots. Violations will result in loss of parking privileges.
- Oversized vehicles that do not completely fit into one parking space are prohibited as are all commercial vehicles. While parked, the subject vehicle may not block any other vehicle.
- Tenants who terminate their lease or have been evicted must remove their vehicle simultaneously. If the vehicle is not removed, it will be towed at the vehicle owner's expense.

Section 5.0 Penalties for Parking Violations

Penalties for Parking Violations vary depending on the location of the spot and governing authority. The spots subject to Municipal authority will be patrolled by the Princeton Police and the Municipality will determine the ticket cost or towing fee. Should a resident receive a Municipal citation or have a vehicle towed, the citation must be addressed with the town or the towing company directly. **The PHA is not involved in any parking violations that occur in Municipal lots or spaces.**

For parking spots subject to PHA parking authority, the following process will be used to ensure enforcement with this policy:

1. Initial warning sticker on Driver Window which will be removed at vehicle owner's expense unless vehicle is blocking a fire hydrant or causing imminent danger in which case vehicle will be towed at owner's expense.
2. A second offense will result in an additional warning sticker on the Driver Window and a letter from the PHA Management Office indicating this is your final warning
3. A third offense will result in towing of the vehicle at the vehicle owner's expense; and
4. Any subsequent offense will result in the PHA revoking parking privileges. All towing and storage fees will be paid by the vehicle owner.

Any tenant who loses parking privileges will be ineligible for parking reinstatement for a period of at least one year.

The PHA reserves the right to:

- Refuse admittance to its parking spaces or lots;
- Modify the Parking Policy at any time, upon 10 days' notice to tenants;
- Revoke parking privileges for violations of this Parking Policy;
- Remove from the parking area, without prior notice, and at the vehicle owner's expense, any vehicle deemed to constitute a clear danger to persons or property;

Parking Application

TENANT	
Name	
Residence Address	
Cell Phone Number	
Email Address	
VEHICLE	
Make	
Model	
Color	
New Jersey (NJ) License Plate	
NJ Vehicle Registration Number	
NJ Inspection Sticker Expiration Date	
Insurance Carrier Name	
Insurance Policy Number	
EMERGENCY CONTACT <i>(to prevent towing in the event of tenant emergency, illness or incapacitation)</i>	
Name	
Address (must be local to Princeton)	
Cell Phone Number	
Email Address	

Return this form with copies of your:

- Valid and current NJ Driver’s License (address must match PHA address);
- Valid and current NJ Vehicle Registration; and
- Valid and current vehicle insurance card.