



# WAYNESVILLE HOUSING AUTHORITY

PO Box 418 · Waynesville NC 28786

Phone: (828) 456-6377 (TRS 711\*) · Fax: (828) 456-3377

On-Call Emergency Maintenance: (828) 734-2783

<https://www.waynesvillehousing.org> | Email: [info@waynesvillehousing.org](mailto:info@waynesvillehousing.org)

INTERIM EXECUTIVE DIRECTOR: BELINDA KAHL | HOUSING SPECIALIST: SHAWN TAYLOR

## WHA PARKING POLICY

This document sets out the practices and procedures with regard to parking for our residents of Low-Income and Elderly/Disabled Housing. Waynesville Housing Authority-owned resident parking lots are operated and managed solely by WHA and/or its agents. These lots are only for use by WHA Staff, WHA Contractors or Agents, and WHA residents. Parking for resident vehicles is not guaranteed and is made available only by compliance with the process and requirements set forth in this policy. Residents who violate WHA's Parking Policy may not be eligible for parking privileges.

**Parking Availability** WHA provides parking as a benefit to its residents and guests. It does not guarantee that parking spaces currently available for resident parking will always be available. In the event an WHA parking lot, or spaces in a parking lot, become unavailable for any reason, either temporarily or permanently, WHA will not provide alternate off-site parking.

**Unassigned Parking** Residents may park on a first come first park basis in unassigned parking stalls. If no unassigned stalls are available in the WHA owned lot, the resident must park off-site. *The Waynesville Tower: There are no assigned standard parking spaces as general parking is first come, first serve.*

**Assigned Parking** Residents may only use the parking stall assigned to them. If a resident replaces the registered vehicle with another vehicle, the new vehicle must be registered immediately with the property's Management Office. Failure to register the vehicle will result in the vehicle being towed and/or lease enforcement.

*Low-Income Families: There are assigned parking spaces for all units. The spots are designated by unit number. Parking for visitors is designated by VP in the parking space.*

**Vehicle Registration** Residents must register their vehicle with the property's Management Office to park in the property's parking lot. To register a vehicle, residents must provide: 1) a current vehicle registration; 2) proof of the minimum, state-mandated insurance; and 3) a valid North Carolina State driver's license. Approved parking registration is valid only for the building in which the resident lives. Residents will be required to renew the registration process with current, required documents annually or upon request by WHA.

Due to the limited number of parking spaces available at communities, only one vehicle is allowed per household unless management determines, based upon the size of the property's parking lot, that more than one vehicle per household may be allowed. Households with more than one vehicle may use Visitor Parking or must find parking elsewhere for the additional vehicles.

Registered vehicles must be: 1) currently licensed and insured; 2) operable; and 3) without body damage that affects the safety of the vehicle or ingress or egress from the vehicle. Once a resident has registered a vehicle with the Management Office, the resident will be given a **WHA Parking Permit**, which must be visibly posted in the vehicle at all times while parked in the property lot.

Vehicles without a permit shall be considered unauthorized vehicles.



\* The FCC has adopted use of the 711 dialing code for access to TRS which permits persons with a hearing or speech disability to use the telephone via a TTY or other device to call persons with or without such disabilities. For more information see the FCC [www.fcc.gov/](http://www.fcc.gov/).





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**Disabled Parking** One or more designated parking spaces for the disabled will be provided in WHA-owned lots. Disabled Parking spaces are unassigned parking stalls and are reserved for vehicles with a valid and current, state-issued disabled placard or license plate. Only disabled persons with a valid North Carolina State disabled placard or license plate, may park in a disabled parking space. Any disabled parking spaces will be clearly marked with signage.

**Visitor and Guest Parking** Designated visitor parking/loading stalls, with a limited parking time, are for use by residents' visitors and guests and will not be available for resident assignment, or resident parking. Time limitations shall be strictly enforced and violators will be issued notices, fines, and/or towed. WHA may request a \$20.00 cash deposit to receive the pass; you will get your deposit back if the pass is returned by the expiration date. Visitors parking will be in a designated area of the parking lot.

**Motorcycle, Mopeds, and Recreational Vehicles, (Gas and/or Battery-Powered)** Motorcycles and Mopeds must be parked in a single parking space and chained to the provided rack, not on the porch, grass, or sidewalk. Parking of recreational equipment or vehicles (e.g., boats, motor homes, trailers) on WHA property is prohibited, unless approved by the management in advance and in writing. Some motorcycles, 4-wheelers, golf carts and other ATVs are restricted by city law. No gas or battery powered recreational vehicles of any kind shall be driven or stored on WHA property. Use of these vehicles can damage property and create a nuisance to others.

**Illegally Parked Vehicles** Vehicles are illegally parked if the vehicle is, but not limited to,:

1. obstructing access and egress;
2. parked on a sidewalk, parking strip, yard, common area, fire lane, or in a load/unload zone;
3. not registered with the Management Office;
4. not properly licensed or insured;
5. has expired tags;
6. parked in an assigned stall without permission;
7. parked in a disabled stall without a North Carolina State decal;
8. inoperable, damaged in a manner that effects the safety of the vehicle or ingress or egress from the vehicle;
9. a hazard or a nuisance;
10. blocking fire lanes or an emergency exits;
11. not parked completely within the designated lanes of the space; or
12. abandoned.

Unauthorized and/or illegally parked vehicles will be tagged with a Parking Violation Notice. Tagged vehicles that remain illegally parked after the notice's deadline for removal will be towed at the owner's expense. Vehicles blocking or restricting entries, driveways, fire lanes, alleys, garbage dumpsters, recycling stations or other parked vehicles will be towed immediately.



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**Limitation of Liability** Household members and guests are not permitted to play or congregate in parking lots or other common areas with vehicular traffic or that will obstruct or interfere with resident's/household member's access to their units or cause a hazard. The Waynesville Housing Authority shall not be liable or responsible for any personal injury and/or any damage to a vehicle unless the damage was caused by an employee or legal agent of the Waynesville Housing Authority.

**Repairs** No repairs or car washing of vehicles are permitted in WHA-owned parking lots. Under no circumstances shall a vehicle that constitutes a hazard be left unattended. In such cases, the WHA may have the vehicle tagged and removed. Minor routine maintenance, limited to changing a tire, changing head lights or taillights, adding water to a radiator, or replacing wiper blades are allowed only if the owner or responsible adult is attending the vehicle at all times. No flammables, tires, rims, or spare mechanical parts shall be stored on the property. Cars with flat tires, on blocks or appear to be a hazard or abandoned, will be towed at the vehicle owner's expense. Non-operational, abandoned, or junk vehicles are not permitted on premises. Any such vehicle may be removed by management at the expense of the resident or owner.

**Winter Considerations** During the winter months it is the tenant's responsibility to remove snow and ice from their vehicles.

**Accommodations** Requests for accommodations by residents with a disability shall be handled on an individual basis and in accordance with WHA's ADA policies.

**Repeated Violations** Permission to park on WHA property may be revoked for any repeated or egregious violations of this policy. Failure to comply with WHA's rules and regulations is a violation of the Dwelling Lease and cause for termination of the resident's tenancy.

*As head of household, I have read the Parking Policy. I agree to abide by these provisions and understand that failure to comply with any part of the above, or to take corrective action after notice of such violation, shall be cause for the termination of my lease. By signing this policy, I acknowledge that I have received a copy of this policy.*

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Unit No.

Signature \_\_\_\_\_

Date \_\_\_\_\_



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