

Galerie Homeowners Association

2/19/22

Dear Galerie Residents:

We are excited to announce that OC Patrol has been chosen by your Board of Directors to continue vehicle parking and patrol services within the community. We have also decided to outsource the parking permit distribution to OC Patrol. Please carefully read the following pages for instructions on how to get a new permit. The new permits will be required as of April 5th, 2022.

Once you have contacted OC Patrol's email address for a permit, you will be sent an invoice for the processing fee. The permit processing fee is \$75 per application.

Please make note of their contact information for your reference.

24 Hour Dispatch: 800-525-1626

To Safe list a vehicle: www.permitmycar.com

Email parking permit
Applications and
parking permit questions: permits@oc-patrol.com

Email parking issues
and parking and
citation questions: parking@oc-patrol.com

Email all other issues: ocp@oc-patrol.com

Thank you.

Sincerely,

Deven Duran
Progressive Property Management

Parking Permit Application Instructions

Please scan or take a legible photo of all required documentation and send it to permits@oc-patrol.com or fax to 714-279-9800.

Please send:

1. Completed application
2. Completed parking permit agreement
3. A copy of all vehicle registrations for the entire house (this includes vehicles to be parking in the garage, on driveways, and in open parking.
4. Vehicle needing the permit must be on property during the time of the inspection.

If your vehicle is not registered to your home address:

Please also submit ONE of the following as proof that the registered owner of the vehicle is a legal resident of the HOA.

- A. Utility bill for the address in the same name as the register owner of the vehicle (Credit card/ standard mail and cell phone bill do not qualify.)
- B. The drivers license of the vehicle owner showing the address in the HOA
- C. The deed to the house showing the vehicle owners name
- D. A property lease agreement in the same name as the registered vehicle owner may be accepted on a case by case basis.

IF your vehicle is registered to your employer:

Please also submit a letter on company letter head from your supervisor that states that the resident has authorization from the company to keep the vehicle at their address.

Please be aware that all responses will be sent to the email address listed on your application, this includes applications that are sent via fax. No questions concerning permits are answered over the phone so please send all questions to permits@oc-patrol.com

Once the application has been submitted, OC Patrol will send a permit processing invoice (for paperwork process and garage inspection) via email. The \$75 fee is to be paid prior to processing the paperwork and/or garage inspection. The invoice will be for OC Patrol's \$75 NON REFUNDABLE PROCESSING fee. The \$75 is non refundable for any reason. The invoice can be paid with any major credit card. Once the invoice has been paid, OC Patrol will process the application and required documentation. Once all required documentation has been approved, OC Patrol will set a garage inspection appointment.

Permits are void if not placed on the outside lower left hand corner of the back window.

PARKING PERMIT APPLICATION - Galerie

All items in this application must be completed in full. Failure to completely fill in every line of this form will result in denial of the application. Any untruthful statements made on this application will result in forfeiture of parking privileges. All vehicles must utilize all available garage spaces. Thus, permits are only available for cars beyond what your garage holds. Please submit all requested documentation (scan or legible photo) along with this application to: permits@oc-patrol.com

Number of Permits Requested: _____

Resident's Name: _____

Address: _____

Day Phone: (____) _____ Evening Phone: (____) _____

Email Address: _____

1) I REPRESENT THAT THE FOLLOWING VEHICLES WILL BE PARKED IN MY GARAGE:

Make: _____ Model: _____ Color: _____ State/License#: _____

Make: _____ Model: _____ Color: _____ State/License#: _____

2) I HEREBY REQUEST A PARKING PERMIT FOR THE FOLLOWING VEHICLE:

Make: _____ Model: _____ Color: _____ State/License#: _____

Make: _____ Model: _____ Color: _____ State/License#: _____

Make: _____ Model: _____ Color: _____ State/License#: _____

The undersigned does hereby attest that the statements made on this application are true and accurate, and agrees to be bound by all terms and provisions set forth on this application. Further, the undersigned acknowledges that they have read and understand all of the Association's parking rules and regulations and agrees to follow them, and that any unlawfully parked vehicle may be towed as provided by law.

Permits are void if not placed on the outside lower left hand corner of the back window.

Signature: _____ Dated: _____

Print Name: _____

Galerie

PARKING PERMIT AGREEMENT

Resident hereby agrees that as consideration for the issuance of a Parking Permit for the parking of a Resident's vehicle in a Common Area parking space, said Resident shall be responsible to insure that said vehicle operator shall abide by all Association Rules, the CC&Rs and all applicable parking and traffic laws at all times while any permitted vehicle is within the Common Area of the Association.

Resident further agrees to release and indemnify, defend, and hold harmless Galerie (the "Association"), its directors, attorneys, officers and managing agents, contractors, and each of their insurers, from any and all claims, rights, actions, debts, demands, damages, losses, liabilities, costs and expenses (including, without limitation, attorney's fees and costs) of any nature whatsoever, known or unknown, material or immaterial, suspected or claimed, hereafter becoming known, or accrued or accruing as a result of the parking and/or operation of any vehicle upon Association or Common Area property, except such damages or injury resulting from the sole negligence or willful misconduct of the Association.

With regard to all matters herein released by this Agreement, Resident hereby voluntarily and expressly waives any and all rights under Section 1542 of the California Civil Code, which provides as follows:

“A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the Release, which if known by him must have materially affected his settlement with the debtor.”

The signature of any one Resident on the Parking Permit Application binds all owners, residents and guests of the subject unit. In the event that arbitration is pursued, then all costs incurred by the prevailing party in preparation for, or attendance at, the arbitration must be paid by the non-prevailing party.

Parking Permits are non-transferable and are specific to the vehicles to which they are issued. Vehicle must be on property at the time of inspection/permit issuing appointment. Any vehicle found displaying a permit issued to a different vehicle will be towed immediately. Permit is void if taped to the vehicle or if not affixed to the outside of the back window on the lower left corner.

Receiving a Parking Permit does not guarantee or reserve parking space for an individual.

A garage inspection performed by OC Patrol is required for each Parking Permit application.

Signature: _____

Date: _____

Printed Name: _____

Galerie Homeowners Association

Parking Rules for Common Areas

Policy:

The Galerie's common area parking is a valuable and limited resource for our community. It is the responsibility of the Board of Directors to control its usage, assuring fairness in use, that common area parking is available for residents with more than two qualifying vehicles, guests, vendors, contractors, and/or emergency/temporary use by residents.

Residents can contact our patrol company to obtain a Permanent Sticker for a \$75 OC Patrol processing fee. A Temporary Safe Listing parking pass at no charge can be obtained at PermitMyCar.com and fill out the form. Short term safe list pass (e.g. moving or remodeling) contact the board member in charge of parking. If you do not have internet access, please contact the Board, our Property Management Company, or our Patrol Company for assistance.

The Association's Patrol Company and Property Management Company will monitor and enforce all rules and regulations, with the support of the Community

Parking Availability: All homeowners, residents, vendors, guests, and contractors may use defined common area parking during the day.

Approved Vehicles: Overnight parking (defined as the time between 12 Midnight and 6:00 AM) of passenger vehicles, station wagons, vans, trucks with no larger than 1/2-ton payload capacity, trucks with a camper shell or cab that is the same height as the roof of the truck, and sport utility vehicles rated for noncommercial passenger transportation

Parking Rules and Regulations:

NOTE: All vehicles in violation of the following parking rules are subject to an immediate tow and/or fines at the owner's expense.

1. All vehicles parking in common area parking spaces between Midnight and 6:00 AM must display a current parking permit sticker or Safe List notice issued by the Association's patrol company.
2. Vehicles without a permit in open parking are allowed a maximum of 7 Safe List nights in a 30-day period not to exceed 21 Safe List nights in a 180-day period.
3. To be eligible for a parking permit, a residence must utilize both garage spaces with currently registered, working, drivable, street-legal vehicles. When all available spaces have been utilized, a parking permit may be issued to an extra vehicle/s. All vehicles must be verified as registered to residents of the address applying for the permit.
4. Any exception (e.g. medical) will be considered on a case-by-case basis by the Board of Directors.
5. Street legal motorcycles may be parked in the garage and be considered as vehicles when applying for a parking permit, but they are not eligible to receive a permit. Two or more street-legal motorcycles will only be considered as one vehicle.

Parking Rules and Regulations (Continued):

6. Parking permits are valid for three years from the date of the announced parking permit program rollout. Parking permit processing fees will not be prorated for latecomers or people leaving the community before the two-year period. Residents needing a permit close to the time of permit issuance may obtain a Safe-List pass to avoid two processing fees in a short period.
7. After the initial permit has been issued, any new permit needed due to selling of a vehicle, a new lease, or involvement in an accident will need to be reprocessed and a "processing fee" will apply.
8. Recreational Vehicles are not allowed to be Safe listed online or be parked on the property. Recreational vehicles are defined as campers, motor homes, trailers, or any vehicle not registered as street legal.
9. NO COMMERCIAL VEHICLES ARE ALLOWED TO BE PARKED ONSITE OVERNIGHT. This includes any trucks with a camper shell or cab shell that extends above the roof of the truck, and vehicles with commercial lettering, ladder racks, toolboxes, tools, construction supplies, or debris within view. Also included are limousines, hearses, retired government service vehicles, and any vehicle converted from its original commercial use. All vans are limited to a 1/2-ton payload capacity. No vehicles with 4 wheels on the rear axle. If you are unsure if your vehicle is allowed, please contact our Patrol company or Property Management company.
10. No vehicle may be parked causing it to hang over or encroach into the street, vehicles parking in a marked parking space must fit completely within that space. They may not extend past that space, into the street or neighboring space. You must park within one space, don't take two spaces.
11. Vehicles are not permitted to park anywhere other than designated parking spaces, which are the areas marked with white lines indicating individual parking spaces.
12. No inoperable vehicles are allowed to be parked or stored in the community. Inoperable is defined as any vehicle that cannot be safely driven on a highway.
13. Vehicles cannot be parked longer than 72 hours in any defined parking space. This also applies to vehicles that have a parking permit. If you need to leave a vehicle for an extended period for any reason, please use the Safe List pass program.
14. Moving a car from one space to another to avoid the 72-hour rule is not allowed. This activity will be a violation and subject to towing at the owner's expense. This will be monitored by our Patrol Company.
15. Vehicles may not have car covers.
16. Vehicles shall not be serviced or maintained anywhere in the community common areas. This does not include washing and cleaning vehicles.
17. Permits are non-transferable and must be affixed properly to the bottom of the exterior of the back window on the driver's side.
18. Vehicles may not back into and park in a parking space between Midnight and 6 AM.

Parking Rules and Regulations (Continued):

19. All vehicles parked in open parking spaces must display current street legal registration.
20. Any authorized vehicle parked in such a way that it is blocking a non-permitted or non-Safe Listed vehicle from being towed will also be towed immediately even if the authorized vehicle has a permit or is Safe Listed.
21. Any vehicle may park in designated parking spaces the night before the city street sweeping day.
22. Any vehicle with a car alarm that repeats an alarm cycle more than 3 times in a 24-hour period may be towed.

Patrol Company Information

OC Patrol

(800) 525-1626 - 24 Hour Dispatch

parking@oc-patrol.com - Safelist, Parking, and Citation Requests

permits@oc-patrol.com - Permit Requests