



VEHICLE POLICY

Scattered Site Homes

NUMBER OF VEHICLES

Residents residing in a scattered site home will be allowed to park one (1) vehicle per each licensed resident up to a maximum of four (4) vehicles on Housing Division property. Each vehicle must be previously listed on the vehicle information section of the vehicle policy form on file with the Housing Division. This will not include any authorized company work vehicles. Any tenant who parks more than the approved amount vehicles will be violation of the lease. Each lease violation may result in consequences, which could include counseling, or, up to and including termination of the lease and/or eviction.

PARKING

Residents will only park in areas approved by the Housing Division. These areas would include garages, carports, driveways, or public streets. Residents or guests are not allowed to park in front yards, side yards, or back yards. This will include cars, trucks, trailers, motorcycles, and campers. All vehicles on Housing Division property will park head-in. No vehicles should be backed into a driveway or carport except to load or unload cargo. All vehicles parked on the public street in front of Housing Division property will park with the direction of traffic. Tenants are responsible for ***immediate** clean up of any ****excessive** gas, oil, transmission, or radiator leaks. Tenants who fail to clean up any said leaks within this time will be charged for clean up.

REGISTERING OF VEHICLES

Each leaseholder wishing to park a vehicle (maximum of four) on Housing Division property shall complete the vehicle information section of the Vehicle Policy to notify the Housing Division of the vehicles they wish to park on Housing property. The vehicle should be properly registered with the Motor Vehicle Division and be properly insured. Each resident will need to comply with the vehicle policy, rules and regulations, state and local laws. At the time of the initial lease execution the resident will receive a copy and explanation of the policy, rules and regulations, state and local laws. All tenant owned or tenant operated vehicles must be disclosed in writing to the Housing Division **prior** to parking on Housing Division property. State vehicle laws apply to all vehicles parked on a public street. If, for any reason, a tenant no longer owns or operates a vehicle on file with the Housing Division, the tenant will notify the Housing Division of the change within forty-eight (48) hours. Failure to do so could result to a lease violation. If a tenant acquires a different vehicle and wishes to park it on housing property, they must **first** notify the Housing Division about the change and the vehicle must be properly disclosed and noted in the vehicle information section of the vehicle policy. Failure to do so **before** parking on housing property will result in a violation of the lease, and the vehicle may be subject to towing.

VISITOR PARKING

Visitors may not park in front of the house for longer than twenty-four (24) hours without housing office approval. (**NOTE:** Residents are required to notify the housing office regarding any visitor(s) who is staying overnight.) **Tenants are responsible for their visitors parking.** Leaseholders are responsible for parking policy violations created by visitors and will be responsible for any violations of the lease. Those vehicles may be subject to towing at the owner's expense.

Scattered Site residents visiting any of the City of Chandler family sites are required to park in **visitor's spaces only**. **Do not park in any assigned spaces**. If all visitors' spaces are full, you will be required to park your vehicle on the street. **Failure to comply will be subject to towing.**

PARKING IN OTHER THAN ASSIGNED OR DESIGNATED AREAS

No tenant or visitor will park in or on any of the following areas; Sidewalks, lawns or other landscaped areas, backyards, alleys, blocking access to garbage pick-up, blocking entrances or exits for any non-owner vehicle, or any other area designated by policy, and/or no parking signs. Motorcycles, motorbikes, and other gasoline-powered transportation are not allowed to be stored inside the dwelling except for approved areas like the garage.

Any vehicle found in violation of the above will result in a violation of the lease.

VEHICLE MAINTENANCE

There will be no vehicle maintenance of any kind at any time on Housing Division property. Any tenant or visitor found to be in violation will be subject to towing at the owner's expense, and charged for any clean up.

INOPERATIVE VEHICLES

No vehicle shall be left inoperative on Housing Division property for more than forty-eight (48) hours. Tenants may be required to start up and drive a vehicle at the request of the City of Chandler housing police officer or housing representative. If the vehicle fails to start, fails to move under its own power, or if the tenant refuses or otherwise fails to start up and drive said vehicle, that vehicle will be considered to be inoperable, and the tenant will be in violation of the lease.

WARNINGS

At the discretion of the City of Chandler housing police officer, or housing representative, a warning may be issued in lieu of towing for a first time offender. A record will be kept of all warnings. All repeated violations may be subject to towing.

TOWING

The City of Chandler Housing Division may cause to have towed any vehicle on Housing Division property under the following conditions.

1. Any vehicle parked in a back yard.
2. Any vehicle parked on a sidewalk.
3. Any vehicle in a lawn area or other landscaped area.
4. Any disabled vehicle that has been inoperative for more than forty-eight (48) hours.
5. Per City code, any vehicle that is a **threat to the health or safety** of Housing Division tenants while it is parked on Housing Division property. **Such vehicles will be towed immediately.**
6. Any vehicle that is in violation of any other posted parking or other traffic control policies.

Any vehicle that is towed at the request of the Housing Division **will be done at the expense of the owner of such vehicle.**

Such notice will be in the form of a tow sticker attached to the vehicle. This tow sticker will include vehicle description and the tow date. Removal of this tow sticker by the tenant will not stop tow.

No parts of any motor vehicle will be left unattended or stored outside. Such parts found unattended will be disposed of immediately by Housing Division personnel, and the tenant will be charged for clean up.

<u>VEHICLE INFORMATION</u>	
NAME: _____	NAME: _____
MAKE: _____	MAKE: _____
YEAR: _____	YEAR: _____
COLOR: _____	COLOR: _____
PLATE #: _____	PLATE #: _____

<u>VEHICLE INFORMATION</u>	
NAME: _____	NAME: _____
MAKE: _____	MAKE: _____
YEAR: _____	YEAR: _____
COLOR: _____	COLOR: _____
PLATE #: _____	PLATE #: _____

The signature of Tenant and any Co-Tenants as set forth below is their acknowledgment that they have received and reviewed the Vehicle Policy and that the terms and conditions have been thoroughly explained to them.

HEAD OF HOUSEHOLD

DATE

CO-TENANT:

DATE

CO-TENANT:

DATE

LOCATION: 527 W. MONTEREY ST., CHANDLER, AZ 85224

HOUSING ADMINISTRATIVE SUPERVISOR

DATE

Footnotes:

- * After notification the Tenant will have 24 hours to clean up leaking fluids. Clean up includes removing any compound used for absorbing fluids. Tenants are highly encouraged to use a drip pan under any vehicle with gas, oil, transmission, or radiator leaks, to avoid a cleanup charges and/or repair charges for damage to asphalt or concrete surfaces. **(A continuous leak will result in damage to the asphalt.)**
- ** Excessive leaking refers to any leak that creates a puddle or stain greater than four (4) inches in diameter. Pictures will be taken of vehicle causing leaks as well as the leak itself, and placed in the tenant's file.
- *** Depending on the violation (see Towing) vehicle may also be subject to towing, at tenants expense.