



**CAPITOL
PROPERTY MANAGEMENT**

10-13-05

MEMORANDUM

TO: ALL MEMBERS OF FIRST BALLSTON HOMEOWNERS ASSOCIATION

FROM: BOARD OF DIRECTORS

RE: PARKING REGULATIONS

The Board of Directors for First Ballston Commons (FBC) has approved some significant changes in parking rules and enforcement procedures that we would like to share with you. We believe these measures will improve both the appearance and the quality of life of our community.

- **Towing Company.** Pete's Towing is FBC's new contractor for this purpose, replacing Henry's Towing. Pete's has been expanding its business in Arlington in recent years and we anticipate it will provide us with better service than we have received from Henry's. Pete's Towing can be reached at 703-533-3355
- **Towing Authorization.** The Board has authorized individual unit owners and residents to call Pete's Towing directly to have unauthorized vehicles removed from the parking spaces belonging to their respective homes. Only Board members are authorized, however, to enforce other parking infractions, including but not limited to having vehicles towed from the common areas.
- **Parking Spaces Limited to Single Vehicles.** Only one vehicle is permitted in each parking space. "Doubling up" --for example, a car and a motorcycle in a single parking space--is not permitted. Use of the parking spaces is restricted solely to vehicles. Parking trailers or boats is not permitted.
- **Fire Lanes.** Enforcement of the prohibition against parking in fire lanes (yellow curbs) will be more vigorous. Pete's will be patrolling the area at regular intervals and will be authorized to tow unattended vehicles in the fire lanes.