



PARKING CONTROL MEASURES

Version: June 2019-1

Note: Should there be a difference in the content and/or interpretation of the English and Afrikaans versions of these Parking Control Measures, the English version will be binding.

1. Applicable Measures

These measures apply in addition to any applicable national or local authority traffic control measures, as well as those conduct rules and control measures from time to time issued by members in general meeting or by Excom.

2. General

2.1. A motor vehicle, including a motor cycle, motor tricycle, trailer, boat and trailer, and a caravan, may, subject to the provisions of Rule 3 –

2.1.1. without a parking permit be parked on the erf where the person in control thereof resides or visits, or on another erf with the explicit permission of the owner of that erf, so that no part thereof encroaches on a sidewalk, street or private open space;

Note: For the location of **sidewalks** on the Estate, see par. 3.3.

2.2. A motor vehicle, including a motor cycle and a motor tricycle – but excluding a trailer, boat and trailer, or a caravan – may, subject to the provisions of Rule 3 –

2.2.1. with the prescribed parking permit be parked in a demarcated parking bay on a designated common parking area; or

2.2.2. with the prescribed parking permit be parked on a street.

2.3. A trailer, boat and trailer, caravan, and any vehicle that may not be operated on a public road, may not be parked in any place on the Estate other than on the erf of the person in control thereof, or on another erf with the explicit permission of the owner of that erf.

Note: For **exceptions** to this provision, see par. 7.

2.4. No demarcated parking bay on any common parking area is reserved for a specific resident, vehicle or erf, and any person may therefore use such a parking bay on a "first come" basis.

2.5. A resident may not claim exclusive use of parking space on the side of a particular part of any street.

2.6. Only one permit may be displayed on a vehicle at any one time.

2.7. A permit that has expired, must forthwith be removed from the vehicle concerned.

Note: For **written warnings and fines**, see par. 9.

3. Areas where parking is prohibited

A vehicle may not be parked –

- 3.1. on a private open space that is not indicated as a common parking area;
- 3.2. along that part of a street that is marked with a red line;
- 3.3. on the sidewalk along –
 - a section on the northern side of Welgevonden Boulevard between the R304 entrance and the bridge around 100 m further on from the entrance;
 - a section on the northern side of Welgevonden Boulevard beginning at the R44 entrance; and
 - a section on the northern side of Welgevonden Boulevard South, shortly before the fountain feature when approached from the R44 entrance;
- 3.4. in such a manner that it occupies more than one demarcated parking bay;
- 3.5. in such a manner that it poses a danger to pedestrian and/or vehicular traffic;
- 3.6. in such a manner that it impedes access to or egress from an erf, without the permission of the resident concerned.

4. Residents

- 4.1. A resident who does not park her or his motor vehicle on the erf where she or he resides, or who does not, with permission, park it on another erf, must obtain a *Resident Parking Permit* to park the motor vehicle in the street or on a common parking area.
- 4.2. A resident may request that two different vehicle registration numbers be recorded on a *Resident Parking Permit* so that it may be used interchangeably.
- 4.3. A *Resident Parking Permit* indicates –
 - the calendar year for which it is valid;
 - the registration number(s) of the motor vehicle(s) for which it is issued; and
 - the erf number of the resident to whom it is issued.
- 4.4. An owner who requires a *Resident Parking Permit* either for her or his own use, or for the use of another resident, must apply in writing at the office of the Estate Manager for the issuing of such a permit.
- 4.5. Excom may from time to time determine the monthly fee payable for a *Resident Parking Permit*, and must inform members in writing of the fee it has determined.
- 4.6. The monthly fee for each *Resident Parking Permit* issued for the use of an owner or tenant is added to the owner's monthly levy account.
- 4.7. A *Resident Parking Permit* must at all times be visibly displayed in the bottom corner of the windscreen on the driver's side of the parked vehicle.
- 4.8. A resident whose vehicle details have changed must apply to the office of the Estate Manager for her or his *Resident Parking Permit* to be re-issued.

- 4.9. An owner or resident who moves to another address on the Estate must apply at the office of the Estate Manager for her or his *Resident Parking Permit* to be re-issued, but may retain her or his *Visitor Permit* booklet.
- 4.10. A resident who moves out of the Estate must hand her or his *Resident Parking Permit* and *Visitor Permit* booklets in at the office of the Estate Manager, but, if it is feasible, may hand the *Visitor Permit* booklet to the new resident.
- 4.11. The office of the Estate Manager may charge a nominal fee for re-issuing a *Resident Parking Permit*.

Note: For *visitor permits*, see par. 5.

5. Visitors and Service Providers

- 5.1. The expression "visitor" includes a visitor, contractor, courier, and any other non-resident service provider.
- 5.2. Once a year a booklet containing 30 (thirty) *Visitor Permits* is issued *free of charge* for each erf. The booklet may be collected at the office of the Estate Manager at the R44 entrance, or at the Security Administrative Office located at the R304 entrance.
- 5.3. Additional *Visitor Permit* booklets may be obtained from the office of the Estate Manager at a nominal fee.
- 5.4. A *Visitor Permit* is valid for 24 hours from the time of activation and must indicate –
- the registration number of the motor vehicle for which it is issued;
 - the street address of the resident visited; and
 - the date and time of entry to the Estate.
- 5.5. The resident visited must provide her or his visitor with a valid *Visitor Permit* upon arrival, unless the motor vehicle is parked on an erf.
- 5.6. A *Visitor Permit* must at all times be visibly displayed in the bottom corner of the windscreen on the driver's side of the parked motor vehicle for which it is issued.
- 5.7. *Visitor Permits* must be completed in ink.

6. Short-time parking

Notwithstanding the foregoing, a resident who wants to use the parking space on her or his erf for some activity that will last only a short time (one to two hours), may use one of the *Visitor Permits* issued for her or his erf to park her or his motor vehicle in the street or on a common parking area for the time concerned, excluding parking on a red line.

7. Temporary parking

- 7.1. Notwithstanding the provisions of paragraph 2.2, the Estate Manager may issue a *Temporary Permit* to a resident to allow a trailer, boat and trailer or a caravan that cannot be parked on an erf to be parked in the street or on a common parking area, excluding parking on a red line, for a limited period only.
- 7.2. A *Temporary Permit* is valid for only the period, and on the conditions, which the Estate Manager in her or his discretion determines.

- 7.3. The resident to whom a *Temporary Permit* is issued must sign for the receipt thereof, and must allow the Office of the Estate Manager to make a copy of her or his valid ID or driver's licence.
- 7.4. A *Temporary Permit* must be visibly displayed in or on the vehicle at all times during the period for which it is issued, and must be returned to the office of the Estate Manager when the vehicle concerned exits the Estate, or is again parked on the erf. A fine will be issued to a Welgevonden Estate owner or resident if a *Temporary Permit* is used after its expiry date.

8. Estate and Rental Agents

Notwithstanding the foregoing, an estate or rental agent who wishes to show prospective clients a property on the Estate must upon arrival at an entrance gate announce her or his business to Estate Security and may then park her or his motor vehicle without a permit in a street, or on a common parking area, during the time the property is shown, excluding parking on a red line.

Note: *The agent and prospective clients must comply with par. 3 above and with all the applicable security measures of the Estate.*

9. Vehicles parked in breach of these Parking Control Measures

- 9.1. A written warning or a fine will be issued to a Welgevonden Estate owner or resident if her or his vehicle is parked in a demarcated parking bay on a designated common parking area, or on a street, if it does not display a valid *Resident Parking Permit* or if it displays an expired, uncompleted or re-used *Visitor Permit*.
- 9.2. The same applies if the owner or resident is host to a visitor whose vehicle is parked in a demarcated parking bay on a designated common parking area, or on a street, without displaying a valid *Visitor Permit*, or displaying an expired, uncompleted or re-used *Visitor Permit* (see par. 5).
- 9.3. Vehicles parked in breach of these measures will be dealt with as follows –
- 9.3.1. Estate Security will attach a parking warning notice printed on a white background – *Parking Warning* – to the windscreen of the vehicle parked in breach of these measures (see an example of the Parking Warning below).
- 9.3.2. Should the driver of the vehicle ignore the *Parking Warning* and continue to park in breach of these measures, Estate Security will attach a final warning notice printed on a green background – *Final Parking Warning* – to the windscreen of the vehicle parked in breach of these measures (see an example of the Final Parking Warning below).
- 9.3.3. Should the driver of the vehicle ignore the *Final Parking Warning* and continue to park in breach of these measures, a fine will be issued to the owner of the property where the driver lives, or where the driver is hosted, or from where access to the estate had been given to the driver via the estate's visitor management system, and the amount will be added to the owner's levy account. In this instance, Estate Security will attach a notice printed on a pink background – *Notice: Parking Fine Issued* – to the windscreen of the vehicle parked in breach of these measures, notifying the driver that a fine will be issued (see an example of the Notice: Parking Fine Issued below).
- 9.3.4. Tenants have the option to pay the fine at the office of the Estate Manager, should they wish to do so, to prevent the fine being added to owner's (landlord's) levy account for the following month.

10. Grievance

- 10.1. An owner who is aggrieved by the application of any of these measures in a particular instance may in writing lodge a grievance with Excom in accordance with Section 26 of the WHOA Estate Rules.

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Example: Resident Parking Permit



Example: Visitor Permit

A rectangular visitor permit form. At the top left is the Welgevonden Home Owners Association logo (a bunch of grapes and a leaf). To the right of the logo, the text "WELGEVONDEN" is written in a large, serif font, with "HOME OWNERS ASSOCIATION" in a smaller, sans-serif font underneath. Below this, the words "VISITOR PERMIT" are printed in a bold, black, sans-serif font. Underneath, there are three lines of text for information: "Time: _____ Date: _____", "Reg Nr: _____", and "Address: _____". A faint, diagonal watermark of the Welgevonden logo and name is visible across the bottom half of the form.

More on the next page...

**Example: Parking Warning
(printed on white background)**

 WELGEVONDEN HOME OWNERS' ASSOCIATION	
PARKING WARNING	
<p>This vehicle has been parked in breach of Welgevonden Estate's Parking Control Measures.</p> <p>A fine may be issued if the Parking Control Measures are not adhered to in the future.</p> <p>A copy of the Parking Control Measures can be obtained from the Estate Manager's office or from the website: www.welgevonden.co.za. You can also phone the estate office on 021 889 5450 during office hours, should you require more information.</p>	
Welgevonden Estate Management	Date: _____

**Example: Final Parking Warning
(printed on green background)**

 WELGEVONDEN HOME OWNERS' ASSOCIATION	
FINAL PARKING WARNING	
<p>In spite of a previous warning, this vehicle has again been parked in breach of Welgevonden Estate's Parking Control Measures.</p> <p>This serves as a FINAL WARNING to adhere to the Parking Control Measures. A fine will be issued if the Estate's Parking Control Measures are again violated in the future.</p> <p>A copy of the Parking Control Measures can be obtained from the Estate Manager's office or from the website: www.welgevonden.co.za. You can also phone the estate office on 021 889 5450 during office hours, should you require more information.</p>	
Welgevonden Estate Management	Date: _____

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**Example: Notice – Parking Fine Issued
(printed on pink background)**



WELGEVONDEN
HOME OWNERS' ASSOCIATION

NOTICE – PARKING FINE ISSUED

In spite of a first and a final warning, this vehicle has again been parked in breach of Welgevonden Estate's Parking Control Measures.

This serves to inform you that a fine has been issued to the owner of the property where the driver of this vehicle lives, or is being hosted, and that the amount will be added to the owner's levy account.

Welgevonden Estate Management

Date: _____