WEST SPRINGFIELD HOUSING AUTHORITY PARKING POLICY

VEHICLES IN VIOLATION OF THIS POLICY ARE AT RISK
7/16/25 **OF BEING TOWED AT THE OWNER'S EXPENSE**

Pursuant to MGL 121B Section 32A. A housing authority may make reasonable rules and regulations for the use of parking areas under its control and may make reasonable charges for the use of such areas; provided, however, no housing authority shall charge its tenants for the use of any parking space within an area under its control. Any such authority shall have the power to tow any abandoned or unregistered vehicle which is parked in any area under their control. …

It is the policy of the West Springfield Housing Authority (WSHA) to allow residents to keep one vehicle on WSHA owned property, including parking lot and areas subject to following conditions.

Resident parking decals will be issued and verified by WSHA annually during rent recertification. WSHA residents that wish to park their vehicles on WSHA properties must provide required documents to obtain and retain a parking decal affixed as described below. Any vehicle on WSHA property without the required parking decal may be ticketed and/or towed *at the owner's expense*.

All WSHA resident's that have a vehicle parked on WSHA property must report to the Main office to obtain a WSHA Resident Parking decal. Issued to residents only, you must submit valid driver's license, valid registration and insurance with resident listed on vaild vehicle insurance.

1. All vehicles parked in resident parking designated areas must have a valid WSHA resident parking decal clearly affixed to the driver's side *rear* window of automobile.

2. Resident parking decals are primarily ***limited to one per household*** unless authorized per Executive Director. The car must be registered to a household member in good standing on the current lease.

3. At all times, vehicles must be registered and insured in accordance with Massachusetts General Laws, and have a valid inspection sticker. Vehicles which do not display a valid and current registration, or are unregistered and/or uninsured for any period of time, may be ticketed and towed at the automobile owner's expense.

4. If your vehicle is leaking vehicle fluids, we will request that you move it and have it repaired. Vehicle fluids deteriorate asphalt. Oil changes and/or other vehicle repairs WILL NOT be allowed in our lots at any time. No car parts, broken or disabled vehicles will be allowed to be stored anywhere on the property. **NO PARKING VEHICLES ON LAWNS/GRASS FOR ANY REASON IS STRICTLY PROHIBITED.**

5. Automobiles with flat tires, resting on jacks/repair blocks, with a general appearance of abandonment, or which is a safety hazard to the public, or an attractive nuisance to children may/ will be towed at the automobile owner's expense.

6. WSHA must be informed immediately if the automobile assigned to a WSHA resident parking decal has been sold, or is no longer in active use. The WSHA resident parking decal must be removed and returned to the Authority.

7. Re-issuance of a decal will only be allowed when Resident provides proof of newly- purchased automobile AND returns old WSHA parking decal

8. Do not swap or exchange WSHA resident parking decals. Any automobile that has a permit on it that was not assigned by the Authority will be towed at the owner's expense.

9. Advise your family, guests, and visitors of the Authority's parking and towing procedures. Do not allow family, guests or, home health aides, etc. to use resident parking spaces or park any other automobile in restricted areas.

10. During inclement weather (snow storms), ALL residents must make the necessary arrangements to ensure their vehicle is removed from their parking area prior to plowing operations. The WSHA will not move any residents vehicles for them.

11. All ticketing, towing and storage charges are at the expense of the automobile owner.

12. If you are driving a loaner or rental car, you must come in to the Authority during regular business hours and get a temporary parking permit. Further information will be given to you at that time.

13. Motor homes, motorcycles, campers, trailers, boats, etc. are not allowed in WSHA parking. No commercial or heavy equipment storage including detached plow attachments are allowed on WSHA Property. Written requests for an exemption may be considered, but will be at the sole discretion of the Executive Director. It is not the intent of WSHA to provide tenant vehicle/ equipment storage. Unauthorized vehicles/equipment will be towed at the owner's expense. No commercial or heavy equipment storage including detached plow attachments are allowed on WSHA Property

14. Non-operable vehicles are not allowed to be kept in the WSHA parking lots. WSHA policy requires that vehicles must be currently licensed, insured and operable with valid inspection sticker. Exceptions may be made if the tenant provides the office with a repair schedule. Non-operable vehicles will be towed at the tenant's expense.

15. Residents may not park in the "Employee Parking" or "Office Parking" or "Handicap Parking" spaces without the proper Handicap credentials.

16. If a tenant is found, by the Department of Transportation, to be incapable of driving, the vehicle must be removed from the property within 15 days.

17. During the winter months it is the tenant's responsibility to remove snow and ice from their vehicles. Residents will be required to move their cars after significant snow to permit maintenance staff to plow between cars to reduce fall risk.

18. In the event that your automobile is towed, you should contact the Towing Contractor directly. All towing, storage and administrative fees shall be the car owner's responsibility and will be paid directly to the Towing Contractor.

19. Vehicles with Commercial plates do not qualify for resident parking stickers.

20. Tenants acknowledge that WSHA's ability to police, monitor, or enforce the parking policy is dependent in significant part on voluntary compliance by all Tenants and their household members and guests.