

**VILLAGES OF WESTPORT COMMUNITY DEVELOPMENT DISTRICT**  
***POLICY RELATING TO OVERNIGHT PARKING AND PARKING ENFORCEMENT***

---

**In accordance with Chapter 190, *Florida Statutes*, the Board of Supervisors of Villages of Westport Community Development District (“District”) adopts the following policies to govern overnight parking and parking enforcement.**

---

**SECTION 1. INTRODUCTION.** The District finds that Vehicles and Vessels (hereinafter defined) Parked (hereinafter defined) in the District’s designated parking lots on an overnight basis, and/or Parking of any Vehicles and Vessels on other grounds of the District, causes hazards and danger to the health, safety and welfare of District residents, paid users and the public. This Policy is intended to provide a means by which the District may tow any such Parked Vehicles and Vessels, subject to certain exceptions. This Policy addresses the District’s designated Parking area(s) as identified in **Exhibit A** only and does not apply to private residential lots or lands owned by any other private or governmental entity. On-street parking in areas not specifically designated for Parking shall be subject to the City of Jacksonville Parking Ordinance and such areas are not addressed by this policy.

**SECTION 2. DEFINITIONS.**

- A. *Vehicle*. Any mobile item which normally uses wheels.
- B. *Vessel*. Every description of watercraft, barge, or airboat used or capable of being used as a means of transportation on water.
- C. *Park*. To leave a Vehicle or Vessel unattended by its owner or user.
- D. *Overnight*. Between the hours of 11:00 p.m. and 7:00 a.m. daily.
- E. *Oversized Vehicle*. As used herein, “Oversized Vehicle” shall mean the following:
  - a. Any vehicle heavier or larger in size than a one-ton, dual rear wheel pick-up truck;
  - b. Motor vehicles with a trailer attached;
  - c. Motor coaches;
  - d. Travel trailers, camping trailers, park trailers, fifth-wheel trailers, semi-trailers, or any other kind of trailer;
  - e. Mobile homes or manufactured homes.

**SECTION 3. PARKING ALLOWED ON LIMITED BASIS; PROHIBITION; EXCEPTIONS.**

- A. *Daytime Parking Only*. Vehicles and Vessels may be Parked during daytime hours at the District’s designated Parking areas, as shown at **Exhibit A**. Vehicles and Vessels may not be Parked Overnight in designated Parking areas, unless an exception is granted by the District.
- B. *Designated Areas Only*. Vehicles and Vessels may not Park on other grounds of the District which are not designated for Parking, including grassy areas near the ponds, at any time, unless an exception is granted by the District. Any Vehicle or Vessel Parked must be Parked within the designated Parking spot and may not be improperly Parked such that it utilizes additional spaces or impedes the flow of traffic in any way.

- C. *Oversized Vehicles Prohibited.* Oversized Vehicles are prohibited from Parking on District property except when actively engaged in loading or unloading, unless an exception is granted by the District.
- D. *Exceptions.* The District Manager may authorize in writing an exception to this Policy for special events or as necessitated by special circumstances, in which case the written authorization shall be for a limited time, and shall be posted in the windshield of the Vehicle or Vessel. Food Trucks invited to special events are exempt from this Policy.

#### **SECTION 4. ENFORCEMENT.**

- A. *First Offense: Written Warning.* The District will attempt to place a written warning on the windshield of the improperly Parked Vehicle or Vessel providing notification that such Vehicle or Vessel is improperly Parked and that, if it is not moved within a certain period of time, the Vehicle or Vessel may be towed.
- B. *Second Offense: Towing.* If the Vehicle or Vessel is not moved after issuance of a warning, is improperly Parked on another occasion after prior issuance of a warning, or if other special circumstances apply as set forth herein, such Vehicle or Vessel may be towed in the District's sole discretion and in accordance with the requirements and procedures set forth at Section 5 herein.
- C. *Special Circumstances:* In the event that the Vessel or Vehicle is Parked in such a manner that blocks access to District property, prevents the safe and orderly flow of traffic through the District, obstructs the ability of emergency vehicles to access roadways or property, causes damage to the District's property, restricts the normal operation of the District's business, or otherwise poses a danger to the District, its residents and guests, the general public, or the property of same, the District reserves the right to immediately tow such Vehicle or Vessel without first issuing a warning.

#### **SECTION 5. TOWING/REMOVAL PROCEDURES.**

- A. **SIGNAGE AND LANGUAGE REQUIREMENTS.** Signage providing notice shall be approved by the District's Board of Supervisors and shall be posted on District property in conspicuous locations and in a manner consistent with the requirements of section 715.07, *Florida Statutes*.
- B. **TOWING/REMOVAL AUTHORITY.** To effect towing/removal of a vehicle or vessel, the District Manager, Amenity Manager, or his/her designee must verify that the subject Vehicle or Vessel was not authorized to Park under this Policy and then must contact a firm authorized by Florida law to tow/remove Vehicles and Vessels for the removal of such unauthorized Vehicle or Vessel at the owner's expense. The Vehicle or Vessel shall be towed/removed by the firm in accordance with Florida law, specifically the provisions set forth in section 715.07, *Florida Statutes*.
- C. **AGREEMENT WITH AUTHORIZED TOWING SERVICE.** The District's Board of Supervisors is hereby authorized to enter into and maintain an agreement with a firm authorized by Florida law to tow/remove unauthorized vehicles and in accordance with Florida law and with the policies set forth herein.

**SECTION 6. PARKING AT YOUR OWN RISK.** Vehicles or Vessels may be Parked on District property in designated Parking areas and Parking spots pursuant to this Policy, provided however that the District assumes no liability for any theft, vandalism and/or damage that might occur to personal property and/or Vehicles or Vessels.

**Exhibit A: Designated Parking Areas**

Specific Authority: §§ 190.011(5), and 190.041, *Fla. Stat.*

Effective date: August 22, 2022

## Exhibit A

### Designated Parking Areas & Signage Installation

1. Amenity Center inside the Community
  2. (3) Signs installed in each entrance of the community. Total of 3 entrances to the community
- No cars should be parked at any point in time at the entrance areas of the community.
  - Cars should be towed from the Amenity Center only when given direction/ authorization from ASAP Towing staff and personnel.