

VEHICLE TOWING VIOLATION POLICY
June 2025 EAGLE CREST RANCH

Objective: Tow cars for “chronic” parking violations which include “abandonment” and “sidewalk blockers” and “wrong way parkers”

Definitions:

Chronic – Car owner has received three notices to remove vehicle

Abandonment – Car left over 48 hours in a common area OR streets

Sidewalk Blocker – Car blocking sidewalk 100% thus preventing thru passage

Wrong Way Parkers – Car parked against the flow of traffic

Process:

- 1) Associa identifies vehicle in violation during monthly inspection OR
- 2) ECR neighbor reports vehicle in violation to Associa with picture of vehicle and license plate
- 3) Associa identifies car owner via license plate identification and attempt is made to match to a current ECR resident – if none found – then letter is sent to address shown on vehicle registration
- 4) Friendly flyer is left on the windshield reminding car owner of parking rules by a board member
- 5) Follow-up is made by a board member after 48 hours to check if vehicle has been moved – if not – a second flyer is left on the windshield to alert the car owner that not removing car can result in towing at the expense of car owner – this is documented and reported to Associa which sends 2nd letter
- 6) Follow-up after 48 hours to check if vehicle has been moved – if not – then a 3rd flyer is placed on the vehicle informing the car owner that if not moved after 48 hours – the vehicle will be towed at the car owner’s expense – Associa is alerted and 3rd letter is mailed
- 7) Follow-up after 48 hours of last flyer placement by board member – if car has not been moved – towing company is called and documented

Administrative Actions

- 1) Board approves towing policy for chronic parking violations
- 2) Mailing to all ECR residents to announce new policy
- 3) Posting of new policy on Town Square

Signage

- 1) Signs to be placed at every entry point to the community
- 2) Signs to include information on towing parking violations which include “abandonment,” “blocking sidewalks” and “wrong way parkers”
- 3) Clearly state that towing is at car owner’s expense
- 4) Note company name of towing company, address and telephone number