

**1057 E. Imperial Hwy #315, Placentia CA, 92870**  
**Phone: 800-525-1626 Fax: 714-279-9800 Email: OCP@OC-Patrol.com**



# OC Patrol

July 24, 2023

Dear Monaco Homeowners:

We are proud to announce that OC Patrol will continue to serve your community by providing vehicle parking and patrol services within Monaco. The Board has asked OC Patrol to obtain all proper documentation, and as of September 1<sup>st</sup>, 2023, all 2022 parking permits will no longer be valid.

In the following pages you will find a timeline for this process to take place, a letter from PMP Management with an outline of the qualification procedure, the parking permit application and the Parking Rules.

We have been working with your Board of Directors to help to make this transition as smooth as possible.

Please be aware that there will be a \$100.00 fee for the parking permit charged by the association, and there will be an \$85.00 application processing fee charged by OC Patrol. HOWEVER, OC Patrol will waive the non-refundable processing fee on 2 days, Wednesday, August 16<sup>th</sup> and Saturday, August 19<sup>th</sup>. Please see the attachment for details.

For your records please take down OC Patrol's contact information:

**OC Patrol 24 Hour Dispatch: 800-525-1626**  
**Online safe listing: [www.permitmycar.com](http://www.permitmycar.com)**  
**Email parking issues: [parking@oc-patrol.com](mailto:parking@oc-patrol.com)**  
**Email all other issues: [ocp@oc-patrol.com](mailto:ocp@oc-patrol.com)**

Thank you and we look forward to continuing to serve your community.

Sincerely,

Jason Mulkay  
PMP Management

What	When	How
<p><b>Non-Refundable Processing Fee of \$85.00 will be waived:</b></p> <p>OC Patrol will be on site in the Monaco Club House to accept parking permit applications, and to perform garage inspections for any resident who has turned in all required documentation. The vehicle must be present to proceed with the garage inspection in order to waive the nonrefundable processing fee.</p> <p>If the parking permit application is approved on the onsite dates, the permit will be placed on the vehicle by OC Patrol, and the non-refundable processing fee will be waived.</p> <p>Unable to completely qualify on the dates listed above? (processing fee applies)</p> <p>All old permits will be expired and new permits must be displayed</p> <p>Any guests that do not have a permit must display a valid safe list confirmation on the dash board of the vehicle</p>	<p><b>On Site:</b>  <b>Wed August 16<sup>th</sup> 6pm - 8pm</b>  <b>Sat August 19<sup>th</sup> 10am -1pm</b></p> <p>All other Applications</p> <p><b>START DATE</b></p> <p><b>Friday,</b>  <b>September 1<sup>st</sup>,</b>  <b>2023</b></p>	<p>Bring your completed parking permit application and documentation to the clubhouse.</p> <p>Email or fax the completed parking permit application and documentation to:  Email: <a href="mailto:permits@oc-patrol.com">permits@oc-patrol.com</a>  Fax: (714) 279-9800</p> <p><b>Permits must be affixed to the proper vehicle on the exterior lower left side of the rear window (driver-side) and they are non-transferable</b></p> <p>Obtain a valid safe list number by visiting  <a href="http://www.permitmycar.com">www.permitmycar.com</a></p>

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# *MONACO MAINTENANCE CORPORATION*

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DATE: August 2023

TO: Monaco Homeowners

FROM: Jason Mulkay, PMP Management

RE: Parking Permit Renewal – Effective September 1<sup>st</sup>, 2023

To assist the community in regaining compliance as directed by the CC&Rs parking rules, the Board of Directors has authorized a **Parking Permit** program to regulate and monitor vehicle parking in the community designated parking spaces.

As stated in Monaco Bylaws, the Board of Directors has the obligation to administer and enforce the CC&Rs and, in doing so, the following procedures are established to implement the Parking Permit program:

1. Any vehicle parked in Common area overnight between 11 PM and 6 AM is required to display a parking permit approved by the Monaco Maintenance Corp. and issued by OC Patrol.
2. Each Monaco residence must complete and return the attached application for the Parking Permit program (enclosure 1) and Parking Permit Agreement (enclosure 2), **IF REQUESTING A NEW PERMIT OR IF RENEWING YOUR OLD PERMIT.**
3. The application must be submitted along with a copy of current Vehicle Registrations with a Monaco address for each vehicle in the household.
4. **Vehicles must be registered to a Monaco address.**
5. To qualify for a permit, two (2) vehicles must park in the garage.
6. An exception may be made after a garage inspection if the vehicle is too large for the garage.
7. All vehicle parking permits will be issued and monitored by the association's patrol company.
8. Any vehicle parked in the community common area parking spaces, will be cited and towed after two (2) violations of any type at vehicle owner's expense.

**OC Patrol** has been charged with the enforcement of the association's parking rules in general, and specifically to issue, enforce, and track the parking permit decal program with the Monaco community.

## **FREQUENTLY ASKED QUESTIONS:**

To help in the implementation of this parking program, below are a list of some frequently asked questions and their answers.

### **HOW DOES THE PARKING PERMIT PROGRAM WORK?**

The CC&R's clearly state that each owner shall ensure the garage is being utilized to its maximum designed capacity for the parking of vehicles. Therefore, up to two (2) vehicles must be parked in the garage. All street parking is designated as Guest Parking. Residents MAY NOT park in guest parking unless they have a PROPERLY authorized and displayed Parking Permit.

A parking permit may be issued to a properly registered and authorized vehicle. All other vehicles do not need a parking permit as they must be parked in the garage.

*Example:* If a homeowner has 3 vehicles that homeowner is eligible for 1 parking permits to be placed on the vehicles parked outside of the garage. The only exception is if the homeowner has a legal driveway. If so, a parking permit is not needed.

The following addresses have recognized driveways, which shall be used for parking before applying for a parking permit to park on the street. Therefore, all residents who have an approved driveway must utilize their garage and driveway space before being eligible for a permit.

7850 E. Menton Ave.  
7854 E. Menton Ave.  
7858 E. Menton Ave.  
7862 E. Menton Ave.  
7866 E. Menton Ave.  
7870 E. Menton Ave.

1007 S. St. Tropez Ave.  
1011 S. St. Tropez Ave.  
1015 S. St. Tropez Ave.  
1019 S. St. Tropez Ave.  
1021 S. St. Tropez Ave.  
1025 S. St. Tropez Ave.  
1039 S. St. Tropez Ave.  
1043 S. St. Tropez Ave.  
1047 S. St. Tropez Ave.  
1051 S. St. Tropez Ave.  
1055 S. St. Tropez Ave.  
1059 S. St. Tropez Ave.

7904 Monte Carlo Ave.  
7906 Monte Carlo Ave.  
7908 Monte Carlo Ave.  
7910 Monte Carlo Ave.  
7912 Monte Carlo Ave.  
7914 Monte Carlo Ave.  
7939 Monte Carlo Ave.  
7940 Monte Carlo Ave.  
7941 Monte Carlo Ave.  
7943 Monte Carlo Ave.

Resident vehicles must first park within the resident's garage. Driveway parking is secondary to garage parking.

### **WHAT IS THE COST FOR THE PERMITS?**

Annual fees are for one calendar year (October through September). There is no prorating.

- 1<sup>st</sup> outside Decal, **if qualified**, costs \$100.00 per year.  
2<sup>nd</sup> outside Decal, **if qualified**, costs an additional \$100.00 per year.  
3<sup>rd</sup> outside Decal, **if qualified**, costs an additional \$100.00 per year

Make check payable to Monaco Maintenance Corporation and provide to OC Patrol. If you move out before the year is up, the balance will not be refunded.

### **WHAT VEHICLES REQUIRE A PARKING PERMIT?**

Any vehicle that will be parked in common area on a regular basis.

### **WHAT ARE THE PARKING PERMIT AUTHORIZATION PROCEDURES?**

1. Vehicles parked in garages DO NOT require a parking permit.
2. Parking permits will only be issued when the resident has provided information (found on Parking Permit Application) which indicates he/she has used all garage space appropriately or if the garage inspection verifies the vehicles will not fit in the garage.
3. All streets are designated as permit parking or vehicles that have been safelisted.
4. All vehicles parked in permit parking zone overnight between 11 PM and 6 AM must display one of the following:
  - a. A parking permit – if a resident.
  - b. A valid safelist – if a guest.
5. All areas behind garages that do not have legal driveways are designated as fire lanes. No parking is allowed and vehicles will be towed without notice.
6. Residents may obtain up to (3) parking permits

#### **No permits will be issued to the following vehicles:**

- Vehicles out of current registration.
- Vehicles with current registration but registered as non-operating.
- Vehicles, which are registered but not street legal (off road vehicles).
- Commercial vehicles (See definitions in this document).
- Recreational vehicles (See definitions in this document).

#### **Oversized Vehicles**

The association requires a garage inspection for all permit requests which includes oversized vehicles that do not fit safely into the garage. OC Patrol provides garage inspections and the fee is included in the \$85.00 non-refundable processing fee. Residents must e-mail OC Patrol to schedule an appointment for the inspection. **The resident will pay the OC Patrol officer \$85.00 in cash or check at the time the officer arrives to facilitate the inspection.**

Please note the following:

1. The \$85.00 non-refundable processing fee is due whether the vehicle passes or does not.
2. The association requires the vehicle to fit “safely” in the garage, not necessarily comfortably.
3. Garages, which have been modified so as to prevent the safe parking of a vehicle, will not be granted a parking permit.

Commercial vehicles will not be issued parking permits. **These vehicles are allowed only in your own enclosed garage. Permits will not be issued to other vehicles to allow a commercial vehicle to park in the garage.**

Commercial vehicles are defined as but not limited to vehicles having any of the following attributes:

1. Racks
2. Ladders
3. Tool boxes on the sides
4. Over ¾ ton
5. More than two axles
6. Vans or buses designed to carry more than 10 persons
7. Vehicles wearing the commercial logo or advertising for a business.

**Recreational vehicles will not be issued parking permits.**

Recreational vehicles are defined as but not limited to vehicles like the following:

1. Motor homes or Cab-over campers
2. Personal watercraft
3. Trailers of all types
4. Unlicensed vehicles
5. Boats or Aircraft.

All Parking Permits will be serialized and **generic in nature (no logos, etc.)**.

**Receiving a Parking Permit does not guarantee or reserve parking space for an individual.**

**CAN THE DECAL BE PLACED ON A CARD AND DISPLAYED WHEN OUTSIDE OR CAN I ROTATE MY GARAGE VEHICLES?**

**No.** Each parking permit is serialized and issued to a specific vehicle. The parking permit must be affixed to the proper vehicle on the exterior upper left side of the rear window (driver-side) and they are non-transferable.

**WHAT ARE THE RULES FOR GUEST VEHICLES?**

All guests' vehicles MUST have a valid safelist number displayed on the dashboard of their vehicle. To safelist your guests' vehicles, please visit OC Patrol's website at [www.permitmycar.com](http://www.permitmycar.com) and use the online safelist procedures or call (800) 525-1626.

Guests are allowed a maximum of eight (8) overnight stays in a thirty (30) day rolling window and not to exceed twenty-four (24) times in a six month (180 day) period.

**HOW DO I GET A PARKING PERMIT OR ARRANGE FOR A GARAGE INSPECTION?**

Residents MUST provide the following documents:

- Request for Parking Permit Application.
- **Copy of all current vehicle registrations to a Monaco address and designation of which vehicle will be parked outside.**
- A check payable to the association in accordance with the annual permit fees.
- E-Mail or Fax all the above required information to:

**E-mail:** [permits@oc-patrol.com](mailto:permits@oc-patrol.com)

**Fax:** (714) 279-9800

**IMPORTANT:** To avoid delay in vehicle registration, don't forget to designate which vehicle(s) will be garaged and which will be parked outside.

**Parking permits MUST be affixed to the proper vehicle on the exterior of the upper left side of the rear window (driver-side) and they are non-transferable.**

**IN CONCLUSION** Please trust that the Board of Directors, the Community Manager, and OC Patrol have worked diligently to make it as simple and effective of a program as possible. The Board of Directors' authority and obligation of enforcement of this procedure and all the rules are derived from the Covenants, Conditions and Restrictions (CC&Rs). Specifically, the CC&Rs state that, "...the Association, through its officers and committees, may establish parking and no parking areas and establish parking rules as they deem necessary within the Common Property. These rules are in accordance with Section 22658.2 of the California Vehicle Code...." To this end, the Board of Directors has approved the parking amendments as written above.

The Board of Directors would like to thank you for your patience, understanding, and cooperation with this program. Should you have any question, please call PMP Management at (949) 218-9970.

**PARKING PERMIT APPLICATION – MONACO**

All items in this application must be completed in full. Failure to complete every line of this form completely will result in denial of the application. Any untruthful statements made on this application will result in forfeiture of parking privileges.

**Two vehicles must be parked in the garage or unless otherwise noted.** Copies of DMV registrations for each vehicle reflecting Monaco address are required to be submitted with all parking permit applications.

Number of Permits Requested: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_, \_\_\_\_\_

Day Phone (\_\_\_\_) \_\_\_\_\_ Evening Phone (\_\_\_\_) \_\_\_\_\_

Email Address \_\_\_\_\_

**My unit has a Tandem ( ) 2 car garage. My unit has Side-by-Side ( ) 2 car garage.**

**1) I REPRESENT THAT THE FOLLOWING VEHICLE WILL BE PARKED IN MY GARAGE:**

**2)**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

State/Lic.: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

State/Lic.: \_\_\_\_\_

**2) I REPRESENT THAT THE FOLLOWING VEHICLES WILL BE PARKED IN MY DRIVEWAY:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

State/Lic.: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

State/Lic.: \_\_\_\_\_

**3) I HEREBY REQUEST PARKING PERMIT FOR THE FOLLOWING VEHICLE:**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

State/Lic.: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

State/Lic.: \_\_\_\_\_

**The undersigned Owner ("Owner") does hereby attest that the statements made on this application are true and accurate, and agrees to be bound to all of the terms and provisions set forth on this Application and the attached Parking Permit Agreement.** The undersigned Owner further acknowledges that they have read and understand all of the Association's parking rules and regulations and agree to follow them, and that any illegally parked vehicle may be towed as provided by law.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## **PARKING PERMIT AGREEMENT**

Owner hereby agrees that any vehicle operator shall abide by all Association rules, the CC&Rs and all applicable parking and traffic laws at all times while any permitted vehicle is within the common area of the Association.

Owner further agrees to release and indemnify, defend, and hold harmless the Monaco (the "Association"), its directors, attorneys, officers and managing agents, and each of their insurers, from any and all claims, rights, actions, debts, demands, damages, losses, liabilities, costs and expenses (including, without limitation, attorney's fees and costs) of any nature whatsoever, known or unknown, material or immaterial, suspected or claimed, hereafter becoming known, or accrued or accruing as a result of the parking and/or operation of any vehicle upon Association property, except such damages or injury resulting from the sole negligence or willful misconduct of the Association.

With regard to all matters herein released by this Agreement, Owner hereby voluntarily and expressly waives any and all rights under Section 1542 of the California Civil Code, which provides as follows:

**“A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the Release, which if known by him must have materially affected his settlement with the debtor.”**

Any claim for property damage or bodily injury resulting from use of a vehicle granted a parking permit herein which is alleged to have resulted from the sole negligence or willful misconduct of the Association must be accompanied by a police report. Owner agrees to have all such disputes involving this Agreement, or the parking of a permitted vehicle upon the Association's Common Area, determined by binding arbitration, according to the rules established by the Judicial Arbitration and Mediation Service (JAMS), and expressly waives the right to a jury or court trial.

The signature of any one Owner on the Parking Permit Application binds all owners, residents and guests of the subject unit. In the event that arbitration is pursued, then all costs incurred by the prevailing party in preparation for, or attendance at, the arbitration must be paid by the non-prevailing party.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_