

BELLAIR CONDOMINIUM ASSOCIATION, INC.

RESOLUTION NO. 2026-5-20-1

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BELLAIR CONDOMINIUM ASSOCIATION, INC. ADOPTING TOWING POLICIES FOR VEHICLES, TRAILERS, BOATS, WATER CRAFT, AND RECREATIONAL VEHICLES, AND DESIGNATING TOWING AUTHORIZATION

---

WHEREAS, the Bellair Condominium Association, Inc. ("Association") is authorized to enforce parking rules and regulations under the Declaration of Condominium, By-Laws, and Rules and Regulations; and

WHEREAS, Section V of the Association's Rules and Regulations governs vehicle parking and the proper use of garages; and

WHEREAS, the current Rules and Regulations prohibit unattended trailers but do not fully address towing procedures, contractor exceptions, RV parking, or designate specific individuals authorized to order a tow; and

WHEREAS, Florida Statute §715.07 sets forth requirements for towing from private property, including signage, written contracts, and authorization procedures; and

WHEREAS, it is in the best interest of the Association to adopt clear, legally compliant towing policies that protect the safety, aesthetics, and property values of Bellair Condominium while providing reasonable exceptions for contractors and for RVs that fit within a single parking space;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BELLAIR CONDOMINIUM ASSOCIATION, INC. AS FOLLOWS:

---

## SECTION 1: ADOPTION OF TOWING POLICIES

The Board of Directors hereby adopts the following towing policies, which shall be incorporated as an addendum to Section V of the Bellair Condominium Rules and Regulations:

---

### TOWING OF VEHICLES, TRAILERS, BOATS, WATER CRAFT, AND RECREATIONAL VEHICLES

1. **Parking Permit Requirement.** All owners, tenants, guests, and vendors must display a visible Bellair Parking Permit (Red or Blue Decal or Guest Pass) as detailed in Section V of these Rules and Regulations. Vehicle registration is required; parking permits will not be issued without completion of registration.

2. **Immediate Towing Without Warning.** The following vehicles are subject to immediate towing without prior notice:

- Vehicles parked in fire lanes, driveways, blocking garage entrances/exits, or parked outside of designated parking spots.
- Vehicles parked in a garage without the garage owner's authorization.
- Commercial Vehicles, Trailers, Boats, and Watercraft (as prohibited by Section V.G and V.N), unless the owner or contractor has obtained advance written permission from the

Board of Directors or Property Manager. Such permission must be in writing (email or signed form) and carried on-site or displayed during the work.

- Recreational Vehicles (RVs) that do not fit within a single designated parking space are prohibited and subject to immediate towing. An RV that fits entirely within a single designated parking space, without overhanging into drive aisles, sidewalks, or adjacent spaces, and without blocking sight lines or emergency access, may be parked by a resident owner in the East (front) parking lot only. Guests wishing to park an RV must obtain prior written approval from the Property Manager.

- Inoperable vehicles (even if displaying a valid Bellair decal).

- Vehicles without a valid state license plate/tag (even if displaying a Bellair decal).

3. Exception for Contractors, Vendors, and Commercial Vehicles. Contractors, vendors, and commercial vehicles actively performing work on the premises may request permission to park a commercial vehicle, trailer, boat, watercraft, or RV by:

- Contacting the Property Manager or a Board Member at least 24 hours in advance (or same-day for emergencies).

- Providing the vehicle/trailer/RV license plate, description, and expected duration of parking.

- Receiving written approval (email or signed form) which must be displayed on the dashboard or kept in the vehicle.

- Contractors and vendors without advance written permission are subject to immediate towing.

4. Eight-Hour Grace Period for Decal Violations. Vehicles parked without a Bellair Parking Permit, with an expired permit, or with a valid but not visible permit will receive a date/time-stamped warning notice. The registered owner will have 8 hours to rectify the violation. If the vehicle remains after 8 hours without a valid, visible permit, towing is authorized.

5. Trespassing Vehicles. The Association reserves the right to tow any vehicle reasonably believed to be trespassing on Bellair Condominium property.

6. Who Can Authorize a Tow. The following individuals are authorized to call the towing company and sign towing authorization paperwork:

- Any Board Member
- The Property Manager
- Any Association Employee designated in writing by the Board

7. Documentation Required. The person authorizing the tow shall:

- Take a picture of the vehicle (license plate and overall vehicle).
- Complete and retain a copy of the towing paperwork (authorization slip).
- Submit all documentation to the Association office within 24 hours.

8. Owner Responsibility & Liability. All improperly parked vehicles are subject to towing at the owner's expense. Vehicles shall be stored at the owner's expense. The Association shall not be responsible for any losses or damage of any nature whatsoever sustained by the unit owner, vehicle owner, or user of the vehicle as a result of towing or removal from condominium property, nor for damage to the vehicle or any personal property contained within the vehicle.

9. Compliance with Florida Law. All vehicle towing shall comply with Florida Statute §715.07, as may be amended from time to time, including but not limited to:

- Proper "Tow-Away Zone" signage at all entrances.
- Written towing contract with a licensed towing company.
- Storage within 10 miles (or 15 miles in counties under 500,000 population).
- Notification to local law enforcement within 30 minutes of tow.

---

## SECTION 2: DESIGNATION OF TOWING AUTHORIZERS

The following individuals are hereby formally designated as authorized representatives of the Association for purposes of signing towing authorizations under Florida Statute §715.07:

- Each member of the Board of Directors
- The Property Manager
- Any Association employee named in a written designation adopted by the Board

This designation shall remain in effect until revoked by a subsequent Board resolution.

---

## SECTION 3: DIRECTIVE TO UPDATE RULES AND REGULATIONS

The Property Manager and Board Secretary are hereby directed to:

1. Incorporate the towing policies adopted in Section 1 into the official Bellair Condominium Rules and Regulations as an addendum to Section V.
2. Make the updated Rules and Regulations available to all owners, residents, and renters via the Association website and office.
3. Provide a copy of this Resolution to the Association's towing contractor.

---

#### SECTION 4: DIRECTIVE REGARDING SIGNAGE

The Property Manager is hereby directed to:

1. Inspect all entrances to Bellair Condominium property to ensure proper "Tow-Away Zone" signs are posted in compliance with Florida Statute §715.07(2)(a).
2. Install or replace any missing or non-compliant signs within 30 days of the adoption of this Resolution.

---

#### SECTION 5: DIRECTIVE REGARDING TOWING CONTRACT

The Board President and Property Manager are hereby authorized and directed to:

1. Review the Association's current towing contract (if any) for compliance with Florida Statute §715.07.
2. If no contract exists, or if the existing contract is non-compliant, enter into a written towing agreement with a licensed towing company that meets all statutory requirements, including but not limited to storage location within 10 miles (or 15 miles in counties under 500,000 population) and notification to law enforcement within 30 minutes of any tow.

---

#### SECTION 6: EFFECTIVE DATE

This Resolution shall take effect immediately upon adoption by the Board of Directors.

---

ADOPTED AND APPROVED this \_\_20\_\_ day of \_\_\_\_\_ May \_\_\_\_\_, 2026.

---

#### ATTACHMENTS TO THIS RESOLUTION

- Exhibit A: Towing Policy (as set forth in Section 1 above)
- Exhibit B: Contractor/Vendor Parking Permission Form
- Exhibit C: Guest RV Parking Approval Form
- Exhibit D: Towing Authorization Log

---

#### EXHIBIT B: CONTRACTOR/VENDOR PARKING PERMISSION FORM

BELLAIR CONDOMINIUM ASSOCIATION, INC.

CONTRACTOR/VENDOR PARKING PERMISSION FORM

Field Information

Contractor/Vendor Name \_\_\_\_\_

Driver Name \_\_\_\_\_

Vehicle Description (make/model/color) \_\_\_\_\_

Trailer Description (if applicable) \_\_\_\_\_

RV Description (if applicable) \_\_\_\_\_

License Plate(s) \_\_\_\_\_

Date(s) of Work \_\_\_\_\_

Approximate Hours on Property \_\_\_\_\_

Work Being Performed \_\_\_\_\_

Authorized By (Board Member or Property Manager) \_\_\_\_\_

Signature \_\_\_\_\_

Date Issued \_\_\_\_\_

This permission must be displayed on the dashboard while parked on Bellair property.

---

#### EXHIBIT C: GUEST RV PARKING APPROVAL FORM

BELLAIR CONDOMINIUM ASSOCIATION, INC.

#### GUEST RV PARKING APPROVAL FORM

##### Field Information

Host Owner Name \_\_\_\_\_

Host Unit Number \_\_\_\_\_

Guest Name \_\_\_\_\_

RV Description (make/model/color) \_\_\_\_\_

RV License Plate \_\_\_\_\_

Does RV fit within one parking space?  Yes  No

Dates of Parking From: \_\_\_\_\_ To: \_\_\_\_\_

Parking Location East (front) lot only

Approval Granted By (Property Manager) \_\_\_\_\_

Signature \_\_\_\_\_

Date Issued \_\_\_\_\_

This approval must be displayed on the RV dashboard while parked on Bellair property.

---

#### EXHIBIT D: TOWING AUTHORIZATION LOG

BELLAIR CONDOMINIUM ASSOCIATION, INC.

#### TOWING AUTHORIZATION LOG

##### Field Information

Date of Tow \_\_\_\_\_

Time of Tow \_\_\_\_\_

Vehicle License Plate \_\_\_\_\_

Vehicle State \_\_\_\_\_

Vehicle Make/Model/Color \_\_\_\_\_

Location of Vehicle on Property \_\_\_\_\_

Violation Observed (check all that apply)  No decal  Expired/revoked decal

Commercial vehicle  Trailer/boat/RV  Handicap violation  Blocking access

Inoperable  No license plate  Other: \_\_\_\_\_

Photograph Taken?  Yes  No

Name of Authorizer \_\_\_\_\_

Signature of Authorizer \_\_\_\_\_

Towing Company Name \_\_\_\_\_

Towing Company Driver Name \_\_\_\_\_

Authorization Slip Number (if any) \_\_\_\_\_

Law Enforcement Notified? (tower's responsibility)  Yes  N/A