

**Chelsea Housing Authority**  
**Parking Rules and Regulations**

Approved by our Board on July 16<sup>th</sup>, 2025

Resident parking decals will be issued biennial during the month of October. Resident parking decals are labeled and assigned according to each development and will also include the resident's license plate number. CHA residents that wish to park their vehicles on CHA properties must provide the required documents necessary to obtain a parking decal and affix the decal as described below no later than October 31st. Any vehicle on CHA property without the required parking decal will be towed *at the owner's expense*.

On a biennial basis between October 1<sup>st</sup> and October 31st all CHA residents that have a vehicle parked on CHA property must report to 51 Exeter Street office to obtain a CHA Resident Parking decal. CHA residents must submit valid driver's license, inspection sticker, and a valid registration with the CHA address on all documentation.

1. All automobiles parked in resident parking designated areas must have a CHA resident parking decal clearly affixed to the driver's side **front** window of automobile. (See instructions)
2. Automobiles (excluding those with **official** license plates) using the resident only parking spaces without the appropriate CHA resident parking decal and without express written authorization of the Authority will be towed at the owner's expense.
3. CHA resident parking decals are labeled by development and are valid *only* for the years indicated.
4. Resident parking decals are **limited to one per household**. The car must be registered with a household member in good standing on the current lease.
5. At all times, automobiles must be registered and insured in accordance with Massachusetts General Laws and have a valid inspection sticker. Automobiles which do not display a valid and current registration or are unregistered and/or uninsured for any period of time, will be towed at the automobile owner's expense.
6. Car repairs are not allowed in CHA parking areas. 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 in the development, will be towed at the automobile owner's expense.
7. Cars not parked completely within the designated lines of the parking spaces are also subject to towing.
8. The Authority must be advised immediately if the automobile assigned to a CHA resident with a parking decal has been sold or is no longer in active use. The CHA resident parking

decal must be *removed and returned* to the Authority.

9. Re-issuance of a decal will only be allowed under the following circumstances:

- Residents must provide proof of Front window replacement.
- Residents must provide proof of newly- purchased automobile.
- Residents must return the old CHA Resident Parking decal.

In these circumstances, be certain to inform the Authority immediately and obtain a new CHA resident parking decal before parking in Resident Parking or you will be towed. **Permits may be obtained at 51 Exeter Street) during regular business hours.**

10. Do not swap or exchange CHA resident parking decals as they are registered to the automobile, not the resident. Any automobile that has a parking sticker on it that was not assigned by the Authority will be towed at the owner's expense.

11. 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.

12. Observe all parking rules, regulations and all posted signs relating to parking, including winter season parking, overnight parking, snow removal parking, and restricted parking. Failure to do so may result in fines, towing, or revocation of parking privileges.

13. During inclement weather (snow, hail, sleet, and rain) "Space Savers" are prohibited on **ALL CHA properties.**

14. Double parking, in or near any parking space or parking area, is prohibited, as this may obstruct the right of passage of another automobile. Driving or parking on lawns, sidewalks, or playground areas is prohibited. Cars parked in any other than an authorized parking area will be towed.

15. All towing and storage charges are at the expense of the automobile owner.

16. If your registered automobile has been in an accident or is in for service and 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. This temporary parking sticker must be displayed on your rearview mirror with the expiration date facing forward and must not be obstructed. Residents, contractors, and other automobiles that have been issued a temporary permit must abide by all the CHA parking rules or may be fined and towed at the owner's expense.

17. If your automobile is towed you should contact the Towing Contractor directly. All towing, storage and administrative fees will be paid directly to the Towing Contractor.

18. Any concern/conflict regarding parking privileges is to be discussed with the Property Manager of the development. The Executive Director or his/her designee will make any decisions regarding all concerns/conflicts/resolutions regarding parking issues.

19. Resident Officers and/or Housing Employees will be issued CHA employee parking permits, which will enable parking at all Chelsea Housing Authority developments.