
1. For Safety:

- A. No unnecessary idling of cars. (Reduce the carbon monoxide hazard.)
- B. The speed limit is **5 MPH**. Watch for pedestrians and moving cars. Keep to the right of black lines, which mark pedestrian passages.
- C. Pedestrians and cyclists, for their own safety, should use the pedestrian door, **not overhead doors**.
- D. Vehicles must enter through the west entrance and exit through the east.
- E. No car repairs other than minor adjustments and repairs. **No changing oil**.
- F. The self-closing mechanism must be operable at all times on all garage doors including pedestrian doors. It must not be blocked for any reason.

2. To comply with the City of Falcon Heights Fire Regulations:

- A. **NO SMOKING** in the garage.
- B. Store all flammables only in locked metal cabinets. (Wooden lockers in the garage do not meet this requirement.)
- C. **Fire sprinklers heads** must have a clear spray possibility at all times, which is a minimum of **18 inches**. To assure this, hang nothing from overhead pipes, sprinklers, or electrical conduits. **Store nothing on top of high lockers.**
- D. If you **smell natural gas**, call the Fire Department, 911.
- E. A violation of the Falcon Heights Regulations can result in a tag issued by the Fire Marshal to the violator.

3. Garage stalls – Appearance – Courtesy

- A. All garage stalls are different lengths: 15 ft, 16 ft, 21 ft, or 22 ft. The amount you can store in front of your car depends on the length of your stall and the size of your car. When parked, your car and attachments **cannot stick out past the black stall lines**. **If you do not park in your stall**, storage still cannot be more than **5 feet from the wall**. *This is so maintenance can access the pipes above your parking space.* **Store all items behind closed cabinet doors** or in neatly arranged **closed boxes** (preferably water proof such as Rubbermaid). Other than boxes, only items with wheels can be stored in front of your car; **ie:** bicycle, dolly or a wheelchair. **No furniture is to be stored in garage stalls.**
- B. Try always to **center your car** between your black lines.
- C. Keep parking space clean. Prevent or remove oil spots. To blot up oil spots, use only oil drying material such as cat litter.

4. Care and Protection of Garage Entry and Exit Doors:

- A. Drivers entering the garage must stop behind the white line and wait until the door has opened fully.
- B. Do not enter the garage behind another vehicle for which that driver has opened the door. **Wait until the door completely closes**, and use your own opener. Stopping the door during closure destroys the garage doors clutch and brakes. Please wait the few seconds for the door to close completely.
- C. Use the same cautions for the exit door. Approach with care so that bumpers do not touch the door. Wait for the door to open completely before exiting.
- D. After driving in or out, **watch until the doors close completely** so that no unauthorized person enters.
- E. In the event of an accident in which the door is damaged by your vehicle, report the accident to the Site Manager promptly and to your insurance company.
- F. The garage may **NOT** be used by anyone except residents and guests for any purpose. Notify the office before permitting anyone to use your parking space or renting out your space.
- G. Do not pull any exit/entrance door open by your inserted key to avoid breaking the lock.

5. Trash / Recycling

- A. Stack only trash items too large to go down chutes outside of the garage trash rooms. Break down, flatten corrugated boxes and tie up. Put the bundles by the recycle bins. Small trash items must be bagged and tied before putting down chute.
- B. **NO** TV's, computers, printers, vacuums, furniture or large items shall be left in the garage. These must be recycled. You can call 651-266-1144 or go to www.Green.Guardian.com, for convenient sites.
- C. Place recyclable items all (glass & plastic bottles, cans, newspaper, magazines, shredded paper in closed bags) in the bins at the east and west doors. **Do not sort the items**. The recyclers do not want the items sorted.

6. Car Wash

Wash cars in the west-end stall. Do *not* use a vacuum cleaner (or other electrical appliances) on your car when the floor is wet. Turn off the water at the faucet when finished. A storage locker has been provided for supplies. No wet towels or rags. Report bad hose conditions.

7. Bicycles

- A. Can be stored in your garage stall or in an approved association bike rack.
- B. No storing bikes in spots (corners) that are not in between your black lines for your garage stall. It is difficult to get bikes out of these corners without scratching cars nearby.
- C. Bike racks located on the East and West Loggia, these racks that hold 4 bikes on each side. We need to have two spaces open for visitor bikes for a total of 4 spots for visitor bikes.