



# TOWN OF HIGHLAND BEACH

(INCORPORATED 1922)

3243 Walnut Drive

Highland Beach, Maryland 21403

Telephone (410) 268-2956

**MAYOR**

William H. Sanders, III

**TREASURER**

Linda A. Aikens

**COMMISSIONERS**

Linda A. Aikens  
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Sheila Jeanne Murchison

**Board of Commissioners of Highland Beach, Resolution 2013-02  
Resolution for Purposes of Establishing Requirements for the Use of Common Areas in the  
Town of Highland Beach**

AN ACT of the Town of Highland Beach establishing and adopting certain requirements for the use of common areas in the town:

WHEREAS, The Town of Highland Beach, as a chartered municipality in the State of Maryland, is responsible for the proper use of common areas in the town for the benefit of it's residents; and

WHEREAS, in order to ensure reasonable access and use of common areas by residents, certain restrictions and rules are mandated to adequately control use to ensure the beneficial use by residents; and

WHEREAS, it has become apparent that beneficial use by residents has, at times, become impaired when non-residents have inappropriately populated areas of the community, including the beach and playground facilities, to the detrimental use of residents; and

WHEREAS, the Board of Commissioners recognizes and acknowledges the recommendations by the Common Areas Committee convened by the Highland Beach Citizens Association, to address common concerns of residents; and

WHEREAS, existing requirements for the use of common areas are incorporated herein by reference.

NOW, THEREFORE, BE IT HEREBY RESOLVED THIS 20<sup>th</sup> Day of November, 2012, by the Board of Commissioners, that the following shall be the policy and requirements for use of common areas:

**Resident & Guest Pass Requirement for the Use of Town Facilities for the Use of Town Facilities**

A resident or guest pass is required for use of the piers, the beach, recreational facilities, and the park. Each household will be allotted one resident pass and one guest pass. Each guest pass shall accommodate one to nine guests. In the event ten or more guests are expected, residents are expected to notify the town or traffic control to ensure the guests can be properly accommodated without displacing other residents.

**Permits Requirement**

Groups ten or larger require a permit for the use of common areas. Applications shall be available from the Board of Commissioners. Applicants are requested to provide a minimum of two weeks notice/application.

**Vehicle Parking Requirements**

Residents will be provided a numbered vehicle tag for each vehicle in the household, and for each golf cart. Temporary guest parking passes may be requested from traffic control. Parking rules will be printed on the back of each tag.

### **General Requirements for Use of Common Areas**

- ✓ Fires are not permitted in any of the common areas, except for the BBQ pit on the beach, by permit only.
- ✓ A permit is required from the Board of Commissioners to reserve the BBQ pit. The fee is \$15.00.
- ✓ Golf carts with Highland Beach tags, only, are allowed to park along the fence at the beach. Non-residents are not allowed parking privileges.
- ✓ No glass items are allowed in common areas
- ✓ Picnicking/cooking is not allowed in common areas, except as noted below
- ✓ Except for residents and their guests, no food, drinks, or coolers are allowed in common areas
- ✓ Beach chairs are reserved for residents and their guests, and require possession of a resident or guest pass. Large groups are requested to bring extra chairs from home, and to leave some chairs available for others. All are requested to return chairs to where they were found.
- ✓ Guests are requested to park along one side of the street, in close proximity to the home being visited, in the case that the number of guest vehicles exceed the off-street parking availability of the residence.
- ✓ The use of tents in common areas is generally associated with an event that requires a permit; however, the use of a tent may be allowable on an excepted basis subsequent to notification and approval by the Mayor or Commissioner of Public Works.
- ✓ For the Bruce Ave. pier only, guests may use the pier only in the accompaniment of the sponsoring resident.

### **Residential/Guest Pass Enforcement**

Residents are reminded that the use of residential and guest passes is a privilege. The requirement is consequently enforced for the benefit of all residents in the community. Inappropriate use of a residential or guest pass, such as providing a pass to a non-resident, will result in a warning for the first and second offense in a year's time span, and loss of privileges for a third offense during that year timeframe. In the event of a third violation, the resident and guest passes will be suspended for a year, and automatically restored after the year's completion. Violations may be reported by traffic control, or reported to traffic control or the Board of Commissioners. It will be the responsibility of the Board of Commissioners to determine the validity of a violation complaint, by affirmative majority vote of the Board, and to likewise confirm suspension of a pass. In this case, traffic control will be notified of the number on the passes, that shall not be afforded access to common areas.

**Adopted the 19<sup>th</sup> day of November 2012**

**Signed:**

**Mayor**

**Attest:**

**Town Clerk**