



DEPARTMENT OF THE ARMY

6th AREA SUPPORT GROUP

UNIT 30401

APO AE 09107-0401

0 8 JUN 2004

AESG-ISM

MEMORANDUM FOR All 6th ASG Stuttgart Military Installation Community Service Members, Employees and Residents in Assigned or Attached Status

SUBJECT: 6th ASG Command Policy Letter 61, Military Installation Parking Code

1. REFERENCES:

- a. AR 190-5, Motor Vehicle Traffic Supervision, dated August 7, 1988.
- b. AR 210-50, Installation Management, dated February 26, 1999.
- c. UR 190-1, License to Operate and Register Privately Owned Motor Vehicles (POV), dated January 8, 2004.

2. **PURPOSE:** To establish a Stuttgart community-wide installation parking policy with focus on improving the current parking problems created by the present limited parking space posture; prepare each installation for daily operation requirements and for real world or exercise events pertaining to Force Protection and Joint Task Force requirements.

3. **GENERAL:** Army Regulation requires the Commander to establish an installation traffic and parking code that meets community Quality of Life (QOL) standards and military mission issues. Military mission events will supersede any QOL issue if necessary, with approval of the 6th ASG Commander. Installation coordinators are authorized to supplement this policy at their respective installations. All written supplemental instructions will be routed through the Installation Support Manager (ISM) office and then approved by the 6th ASG Commander. This policy outlines specific parking rules that are indigenous to all Stuttgart-wide military installations. The Commander, Directors and other primary supervisors will be responsible for briefing and making available this parking code to all personnel and subordinates. To assist efforts in enhancing priority focus, see the parking standards/rules listed in paragraph 4 below. The Commander reserves the right to amend or change the policy at any time, verbally or in writing.

4. PARKING CODE RULES AND STANDARDS:

- a. All requests for additional parking spaces, suggestions or other areas of concern will be submitted in writing thru the applicable Installation Coordinator, thru the Installation Support Manager and to the 6th ASG Commander for adjudication and final approval.

b. Vehicles, motorcycles or trailers registered non-operational or not registered at all must be moved to either the Panzer Kaserne or Kelley Barracks vehicle holding lot immediately. Vehicle, motorcycle or trailer owners are subject to a \$75.00 surcharge per vehicle for this action. Vehicles, motorcycles or trailers registered non-operational or not registered at all are not permitted in the housing or administrative areas. Vehicles that are in violation of this parking restriction are also subject to be towed and a \$75.00 tow fee for removal of subject vehicle during command events.

c. There will be no washing, oil-changing or repairing vehicles, motorcycles, or trailers in the housing or administrative areas at any time. When washing POVs, motorcycles or trailers, use the applicable car wash racks, off-post commercial outlets or Patch DCA commercial wash outlet for the appropriate fee. Vehicles pending auto repair will be parked at the Panzer Auto Craft shop and the appropriate fee will be paid. No random parking is authorized on installations for vehicles pending repair. Following immediate action is required for vehicles that are leaking fluids:

(1) Owner will purchase drip pans immediately for placement under subject vehicle, if more than more one are required the owner will take appropriate action;

(2) Schedule immediate cleaning/coordination of containment area with DPW Fire and Environmental Departments;

(3) Schedule vehicle for repairs to preclude leaking fluids within 3 days of notification;

(4) Non-compliance will result in suspense of driving privileges by the Commander.

d. Recreational-type vehicles and trailers registered properly are to be immediately moved to either the Panzer Kaserne or Kelley Barracks vehicle or trailer holding lot. Contact the Panzer or Kelley Installation Coordinator for parking authorization and permit. Parking of recreational vehicles or trailers in the housing area is not permitted.

e. The only permanent long-term POV, motorcycle, bicycle or trailer sales lot for active duty personnel and other employees in the Stuttgart community is located on Panzer Kaserne, adjacent to building B2998, the Panzer Bowling Facility. This is the only authorized lot for overnight parking of POVs, motorcycles, bicycles, trailers or any other type of vehicle for sale. All vehicles will have the applicable parking authorization permit approved by the Installation Coordinator. Owners are subject to a DCA Auto Craft Shop towing fee of \$75.00 per vehicle.

f. Extended parking is defined as 72 hours or more in one location. This applies to any POV, trailer, camper, motorcycle or any other type of vehicle with or without an internal combustion/electrical motor. Requests for extended parking in any one location must be submitted in writing (email messages are acceptable) to the Installation Coordinator, who will coordinate with the Installation Support Manager and determine the appropriate parking location

for subject vehicle. Please reference 6th ASG Commander's Policy #7 (Sales Area of POVs) for further information on parking vehicles that are "FOR SALE." Parking on some of our installations is a major concern. Therefore, this policy is intended to maintain available prime parking spaces. Additionally, no overnight parking is authorized at the Commissary and AAFES outlet parking lots.

g. Personnel residing off post are not authorized to foster the private business sale of POVs, recreational vehicles or trailers. Specifically, vehicles with German license plates or German red custom license plates cannot be parked on post with a sale sign on a daily or overnight basis. This is applicable to all 6th ASG community installations.

h. Housing area parking spaces are authorized and reserved only for residents of their respective buildings. Residents are entitled to one space for their primary vehicle. Per 6th ASG regulation 210-50, parking spaces for additional vehicles are subject to the Building Coordinator's (BC) determination. The appointed BC is the authority for parking space authorization, to include establishment of visitor parking. Residents from other buildings are not authorized to park at other housing area buildings at any time. Motorcycles will not be parked near any housing or administrative buildings; they will park in an authorized POV parking space, which is properly marked. The 6th ASG motorcycle storage area for non-operational bikes and general parking area is Kelley Barracks, B3358 area and operated by the Kelley Installation Coordinator.

i. Personnel assigned or employed on any 6th ASG installation but residing off post are not authorized to park second or third vehicles on post as "convenience" parking. Requests for exception to this rule will be submitted in writing to the Installation Support Manager office.

j. Truck beds, storage containers or similar equipment are not authorized to be placed on any 6th ASG Stuttgart installation for personal or business use. Upon written notification from the Installation Support Manager, items will be removed at the owners' expense within five working days. Owners may submit a written appeal to this rule to the office of the Installation Support Manager, Kelley Barracks.

k. 6th ASG hotel managers will issue parking permits for all hotel patrons. Hotel parking lots are authorized only for lodging customers and permits will be placed in the front window of vehicles. Hotel permits will not be utilized for other parking areas.

l. Personnel going on TDY, leave or other extended absences must park their POV or other vehicles at their quarters or request a long-term parking permit from the Installation Support Manager office.

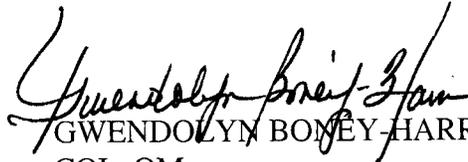
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m. Handicapped parking spaces are well marked at all installations within the Stuttgart community. For additional information regarding handicapped parking permit procedures please obtain or review a copy of 6th ASG Commander's Policy #54.

n. When required, parking lots are subject to be closed for community events, FP exercises or real world situations. This will be directed by the 6th ASG Command Group and will be announced via email and news releases by the Public Affairs Office.

5. Point of contact for this policy is the Installation Support Manager office at Kelley Barracks, B3315, room 239, DSN: 4212-345/834.


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COL, QM
Commanding