

Pohick Episcopal Church**9301 Richmond Highway****Lorton, Virginia****Policy for Apparently Abandoned Vehicles on Pohick Episcopal Church Property**

Preamble: From time to time Pohick Staff observed cars not identified as belonging to members of the parish on church property. In one case the vehicle was present for almost a week before being retrieved by the unknown owner. In a separate instance the vehicle was identified as stolen by Fairfax County Police who took it into custody.

Vehicles that are left on church property for an extended period of time fall into one of two categories:

1. Vehicles of Parishioners - Infrequently, parishioners need to leave a vehicle in one of Pohick's parking lots overnight or for several days due to unforeseen emergencies or vehicle problems. We understand that these situations might arise at an inconvenient time and may dictate departure without telling anyone or may occur when parish facilities are closed. The parishioner should at the earliest convenience, let the Parish Office know about the situation by calling 703-339-6572. If the office is closed, the parishioner is asked to leave a message, including where the vehicle is parked and the length of time anticipated that the vehicle will remain on Pohick property.
2. Vehicles of Unknown Owners – When a vehicle is left on parish property for more than 24 hours, an attempt will be made to determine if it belongs to a parish member. In addition, a call will be made to the Fairfax County Police, non-emergency number, 703-691-2131, to provide the license plate numbers. The police will check to see whether or not the vehicle is stolen. If so, they will assume responsibility and provide direction to the Pohick staff.

In order to address these occasions, we, the Vestry, adopt the following policy and procedures.

1. Parishioners will inform the Parish Staff when there is a need for a vehicle to remain overnight on Church Property.
2. The Parish Staff will attempt to identify vehicles left and possibly abandoned on Church property and determine whether it is owned by a Parishioner.
 - (a) If parishioner owned, the Staff will attempt to make contact with the owner.
 - (b) Staff will place a note on the vehicle asking the owner to communicate with the Church Office about overnight parking.
3. For unidentified owners, the Parish Staff will report apparently abandoned vehicles to Fairfax County Police through the non-emergency number. If the vehicle is
 - (a) not stolen or the police have no further interest in it; and

(b) the vehicle is not identified as a parishioner's vehicle,
the Staff, with the permission of the Rector or one of the Wardens, will have the vehicle towed
by a trespass tow operator by calling one of the following companies below.

These tow operators are currently registered to conduct trespass towing in Fairfax County, and to
store those vehicles at a storage site inside of Fairfax County only:

A1 Towing & Recovery
Accurate Towing & Storage, Inc.
Battlefield Towing & Storage, Inc.
Boulevard Towing & Storage, LLC
Community Towing Service, LLC
Dominion Towing, Inc.
Double B Towing
JDR Towing, Inc.
King Towing, Inc.
Redman Fleet Services, Inc.
Rhino's Wrecker Service
Springfield Wrecker Service
Superior Towing Services of Alexandria
Virginia Towing

The Parish Staff may update this list from time to time.

4. This policy is adopted and recorded in the Pohick Episcopal Church Vestry Minutes and the
Policy Manual on the 13 of December 2016.