

August 13, 2025

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TO: All Residents
FROM: Kim Christie, Manager
RE: **REMINDER - PARKING POLICIES**

This is a reminder regarding our parking policies, particularly concerning new vehicles, vacating parking spaces, and oversized vehicles:

New Vehicle Notification - It is **mandatory** for residents to notify our office immediately upon obtaining a new vehicle. Failure to do so may result in an Administrative Fee of \$75 (as of May 2022). Prompt notification allows us to maintain accurate records and ensure parking availability for everyone. You may obtain the necessary form by request or via our website.

Surrendering a Parking Space - If you are moving or giving up parking, it is important to provide our office with ample notice. Upon surrendering parking you are required to return the parking sticker as verification in order for our office to close out your parking account and allow reassignment of the spot to another resident. Failure to notify our office in a timely manner can lead to the forfeiture of your security deposit as well as continued processing of automatic payment withdrawals.

Oversized Vehicle Policy - To ensure adequate space and safety for all in the garage and outdoor parking lots, please be reminded that vehicles exceeding 79 inches in width (*with mirrors folded*) are strictly prohibited. This policy is crucial in preventing damage to other vehicles and property infrastructure. When obtaining a new vehicle, it is your responsibility to confirm it fully complies with our guidelines before bringing it onto the property. Additionally, SUV's measuring over 75 inches in width are subject to a higher parking rate. Please note that this policy also applies to guests. Residents are responsible for informing their guests.

- If you obtain a new vehicle, notify us **IMMEDIATELY**.
- If you are giving up your parking spot, provide us with **AMPLE NOTICE**.
- If you obtain a new vehicle, confirm that it is within the **GUIDELINES**.

Your cooperation in adhering to these policies is greatly appreciated. If you have any questions, please do not hesitate to contact our office.