

Parking and Garage Use Policy

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Background

Owners have parking stalls in the garage that are Titled. Visitors have parking available on the Common Property surface parking lot for which the Corporation is responsible for the monitoring. There is a limited number of Owner and Visitor parking spaces; therefore, it is important that all users adhere to the following policies and procedure. This document has been developed by referencing official documents that can be found at www.crossbowpoint.com. If there is any discrepancy between this document or website content and official document, the official document prevails.

We thank you for compliance with this Policy and helping to support Crossbow Point as an attractive, safe and cooperative community.

Key Website References are: 1) Policies and Procedures, Part 3: Amenities, Parking and Garage; 2) By-Law 68A XXVII

Policies and Procedures

1) Residents (Owners/Tenants)

Whether living here occasionally or permanently, Residents are required to use their Titled parking stall for their regular parking needs.

- Residents may occupy a Common Property parking space for a short period of time (a few hours) providing there is little demand for Visitor parking. Weekends, holidays, and summer season are usually busy so resident use is discouraged and best judgement should be exercised.
- Residents must not leave any automobile or any other vehicle in the outside parking stalls for more than 48 hours unless explicit permission is granted by the Board.
- Any Resident shall ensure that their Visitors, do not leave a vehicle on an above ground parking stall for a period exceeding 7 days.
- It is understood on occasion, when Visitor Parking facilities are underutilized, it may make sense for a Resident to use a Visitor parking space for a few minutes.
It is important for Owners and Tenants to note that limited availability of visitor parking means these parking spaces are not to be used as secondary parking stalls by Residents.
- Residents who wish to gain an additional parking stall will need to rent or purchase one from another owner as all underground parking stalls are Titled.
- Vehicles parked in your stall must be insured at all times.
- If your vehicle is leaking any fluid, as a temporary measure, place one or more pieces of cardboard underneath to mitigate further damage to the parkade surface. Kitty litter helps to absorb fluids that have been partially absorbed by the concrete/asphalt surfaces. The vehicle must be repaired as soon as possible to avoid administrative fees being levied against the Owner. Failure to clean surface stains resulting from vehicle

leaks will result in the Corporation undertaking the cleaning work, and the related costs will be assessed to the Unit Owner.

- To locate your Titled parking stall you can contact PEKA, or use www.crossbowpoint.com to search for the Crossbow Point Titled Parking Plan.

2) Visitors/Guests

- For the purposes of parking, a **Visitor** is defined as a non-owner, non-resident person staying in a Crossbow Point Unit or attending a social function in an Owner's Unit or the Amenities building, #165. The length of stay could range from hours to a week.
- Visitors are required to drive forward into Visitor Parking stalls (do not back in) as a courtesy to Unit Owners having balconies adjacent to the parking lot; this helps to limit vehicle exhaust gases entering balcony areas.
- Visitor Parking is not to be used for regular 'commuter' or 'car pool' parking.
- Parking in the visitor area is limited to a maximum of 7 consecutive days (or such period as the Board may approve).

3) Use of Titled Parking Space

- The following objectives are intended to maintain a safe, clean and visually appealing environment for Owners.
- Maintain a neat and tidy space to retain overall Crossbow Point asset values. Any items in the stall must not create an offensive odour or eyesore or cause undue inconvenience to surrounding parking stalls or the parkade in general.
- Secure bicycles and small water craft providing any mounted structure does not penetrate the concrete. Small personal items are expected to be kept in the storage locker.
- Allowing multiple vehicles to be parked in a single space is permitted by the Restrictive Covenant -Parking as certain compliant provisions have been approved by the Board of Directors of the Condominium Corporation. It is critical the neighboring stalls are not infringed upon.
 - Familiarize yourself with the criteria (website) and note that an application form (website) must be sent to PEKA. The Board will review each application for its acceptance or rejection. The decision will be based on the following criteria: safety, community development, value retention and alignment with requirements.
 - **Criteria** for approving multiple vehicle parking and an **Application Form** can be found on www.crossbowpoint.com.

4) Common Property

- Have respect for Common Property; Bicycles are allowed in these areas provided they are marked with the unit/building numbers and the Owner to whom they belong. The Bicycle(s) will be removed if not identified.

5) Electric Vehicles (EVs)

The existing layout of the garage and our electrical infrastructure cannot accommodate electric car plug-ins. There are no facilities for i) a quick charge of a vehicle or ii) slow overnight charging. Any and all or all existing 110 VAC outlets may NOT be used for charging an EV.

6) Garage Cleanliness

- Help to keep the garage clean and particularly in winter. Commercial garage cleaning takes place once a year in the spring.
- Use of the wash bay area is encouraged and it is requested that gravel and debris are swept and disposed of in the provided containment in the garbage room. This should be done after every use of the wash bay area.
- Sweeping of the accumulated sand and silt in each parking stall should be carried out as needed to reduce tracking of the dirt into the building and to assist in reducing the volume of airborne dust due to vehicles movement.

7) Never:

- Park in Fire Lane zones.
- Stop on Crossbow Point Road not even for loading or unloading of vehicle.
- Park in Disabled Parking Stalls unless you have a visible valid permit AND the vehicle is displaying a permit for the owner who requires accessible parking.
- Use someone else's Titled Parking Stall unless you have express permission.