



November 1, 2017

### **Re: Parking Changes**

The Board of Directors and Management have heard the concerns about parking and have been working diligently to find an appropriate solution. After much consideration, review with legal counsel, management, and the Town of Merrimack we are able to offer a multi-stage solution.

To enforce parking rules and regulations, the Association had to start with the same number of parking spaces as the Association had when the complex was built in 1987. Over the years, through blacktopping, the Association lost five (5) parking spaces. Some spaces were larger or smaller than the recommended nine (9) feet width of a parking space. When all spaces were returned to nine (9) feet, we were able to regain the 5 spaces and the total number of spaces as the original town plans. All parking lots were completed in a day with little disruption except for 5 Bernards Rd. An additional concrete slab was added to a walkway and completed within eight (8) days after restriping. With the required number of parking spaces in each lot, we are able to move to the next stage.

Effective January 1, 2018 a parking placard system will be instituted for all residents. All residents will be given one (1) placard for their unit. With the exception of garage units, if a unit has two (2) registered vehicles for that unit, a second 'resident' placard may be issued. Garage units will be eligible to receive 1 'resident parking' placard if there are two (2) registered vehicles, as their driveway is considered their primary parking location. The visitors lot (non-resident/overflow lot) will be for guests only and not residents. Between November 15<sup>th</sup> – November 30<sup>th</sup> unit owners and renters will be able to present their valid vehicle registration(s) and valid driver's license at the clubhouse. The Managing Agent will go over all the new rules and regulations for parking and new snow removal process. You will be asked to sign a copy of the new rules and regulations prior to receiving your placards. We have added Frequently Asked Questions to this letter to help residents with any anticipated questions.

If you miss the opportunity to pick up your placard during November 15<sup>th</sup> – November 30<sup>th</sup>, you can make an appointment with the Managing Agent. Please note that times after November 30<sup>th</sup> will be limited. Those vehicles without a placard on January 1, 2018 will be towed from any resident-only parking space. Vehicles that continuously park in the visitor lot will also be towed as that lot is not meant for anyone regularly staying in the Association.

While picking up your placards, you will have the option to present an email address and/or cell phone information. Effective November 15, 2017 you will be able to receive text messages from Management for community updates including snow removal processes. Effective January 1, 2018, you can also choose to have newsletters and other notification emailed in place of hardcopy.

Below is a list of times residents may pick up their placards:

Wednesday Nov 15 <sup>th</sup>	6:00pm – 9:00pm	Tuesday Nov 21 <sup>st</sup>	4:00pm – 9:00pm
Thursday Nov 16 <sup>th</sup>	6:00pm – 9:00pm	Friday Nov 24 <sup>th</sup>	12:00pm 5:00pm
Friday Nov 17 <sup>th</sup>	8:00am – 4:00pm	Saturday Nov 25 <sup>th</sup>	9:00am – 1:00pm
Saturday Nov 18 <sup>th</sup>	9:00am -2:00pm	Monday Nov 27 <sup>th</sup>	4:00pm – 9:00pm
Sunday Nov 19 <sup>th</sup>	9:00am – 2:00pm	Tuesday Nov 28 <sup>th</sup>	6:00pm – 9:00pm
Monday Nov 20 <sup>th</sup>	4:00pm – 9:00pm	Thursday Nov 30 <sup>th</sup>	6:00pm – 9:00pm

Please bring the following:

1. A copy of two (2) valid vehicle registrations if more than 1 placard is requested.
2. If a renter, a copy of your acknowledgement that you have received a copy of the rules and regulations and by-laws of SHAMCA. Please check with your landlord that permission to give placards to renters was sent to the Managing Agent.

The Board of Directors and Management are confident this will help alleviate some of the existing parking frustrations that are ongoing. We believe if all residents can follow the parking guidelines set forth, it will make living and having visitors at SHAMCA more enjoyable.

If you have any questions about the parking placard system, we ask that you wait until the times listed above to speak with the Managing Agent(s) unless the question is in regards to the information you should bring to the clubhouse.

Thank you in advance for your cooperation,

Brian Egan, Property Manager

Resolution Property Management, On Behalf of the Board of Directors of Society Hill at Merrimack Condo Association