



## **Harbor @ Whitten & Dustin Condominium Association**

### **Policy for the use of Overflow Parking Spaces**

Designated parking spaces are provided for all residents, including owners and tenants, on Whitten and Dustin properties. Access is limited to two (2) cars per unit. In addition, there is enough space on the property to accommodate approximately 12 – 16 additional guest vehicles. That auxiliary parking space is designated as overflow parking and is intended for short term, overnight use only.

In the past, two (2) overflow parking tags were provided to each unit owner. The parking tags were issued to allow authorized access to overflow parking spaces for owner's guests. Unfortunately, with 48 unit owners and 96 parking tags competing for 12 to 16 spaces parking issues have occurred. This is particularly a problem in the summer months when unit occupancy is high. Efforts have been made to minimize the problem by restricting overflow parking to owners only. This, however, is a problem for long term tenants who certainly should have the right to guest parking.

This policy is written in an effort to once again address the overflow parking issue. The basic premise of the policy is that overflow parking is a privilege offered to all residents (owners and tenants alike) subject to good standing with the Association.

#### **POLICY**

- One (1) overflow parking tag will be made available annually to each unit owner and issued upon request.
- The issuance of the parking tag is contingent on the owner's good standing with the Association for three (3) months prior to the issuance date. In the event that the owner is not in good standing, the tag will be held by the Board of Directors until three (3) months good standing is demonstrated. Good standing is defined as up to date payment of all fees, fines and assessments against the unit. In addition, good standing requires there are no major rule violations within the previous year.
- Parking tags will be valid upon issuance and will remain valid through June 30<sup>th</sup> of the following fiscal year.
- New parking tags will be printed each May.
- New parking tags will be color-coded and will contain the unit number prominently on the face of the tag for identification purposes.
- Owners can transfer and convey overflow parking privileges to tenants with a signed leased on file with the Board of Directors and in place for more than one year. In addition, written Board approval that the tenant has demonstrated good conduct and a high regard for the Association's rules and regulations is required.
- Overflow parking is subject to current Association rules and fining policies including towing, without notice, at the Owner's expense. There shall be no parking at any time that blocks the dumpster area. Vehicles that do block this area will be towed without notice.

**SUMMARY**

The Board of Directors believes this policy will most effectively manage limited overflow parking while providing fair access to all residents in good standing within our community. We encourage residents to cooperate with each other in sharing tags when necessary to accommodate overnight guests.

Owners may communicate in writing with the Board by addressing letters to:

BOARD OF DIRECTORS  
HARBOR @ WHITTEN & DUSTIN CONDOMINIUM ASSOCIATION  
P.O. Box 1155  
Burlington, MA 01803

[www.hwd48.com](http://www.hwd48.com)

Adopted by the Harbor @ Whitten & Dustin (aka Hampton Harbor) Condominium  
Association Board of Directors on December 2, 2007