



## Change to Parking Program at Carleton Place Townhomes

EFFECTIVE SEPTEMBER 1, 2020, NO MORE OWNER  
WINDSHIELD STICKERS OR GUEST HANGTAGS

EFFECTIVE SEPTEMBER 1, 2020, PARKING IN THE SWIMMING  
POOL LOT (BETWEEN 9PM AND 9AM) OR ON CARLETON DRIVE  
WILL REQUIRE A NEW HANGTAG

Carleton Place Townhomes will implement a new parking program effective September 1, 2020. The new program entirely eliminates Carleton Place owner windshield stickers and guest hangtags. Note that the current windshield sticker and guest hangtag program and its towing enforcement will stay in effect through August 31, 2020.

After August, the owner windshield sticker and guest hangtag program will be replaced by a single, optional purchased hangtag for each unit which will allow one vehicle per unit to park on Carleton Drive (anytime) or in the pool lot between 9PM and 9AM. The hangtag is not required to park either in your garage or on your parking pad, so if these are the only areas in which you, your tenants, or your guests park, you may not wish to purchase a hangtag.

Under the new program, from dawn to dusk during the summer weeks the pool is open, vehicles can be parked in accordance with the following:

Once implemented, the new hangtag OR a Carleton Place pool pass will need to be left on the dashboard when using the pool during the day. Parking in the pool parking lot from 9PM until 9AM will require the hangtag. Cars that remain in the pool lot after 9AM without a hangtag, or a Carleton Place pool pass for months when the pool is open, will be subject to towing.

The cost of the hangtag is \$100, and it will be active September 1, 2020 – August 31, 2021. This fee is NON-REFUNDABLE and the hangtag is NON-REPLACEABLE until the next years' program.

The UNIT OWNER will have to email the hangtag request and confirm the names of each unit occupant to [chris@csshooamgt.com](mailto:chris@csshooamgt.com). Hangtag requests begin on Monday, July 27, 2020. **The hangtags are not for use until September 1, 2020.**

All unit related dues/fines/fees must be paid in full before a hangtag will be issued.

There are no registration forms and the hangtag will be mailed directly to the address of the unit owner. It will be the owner's responsibility to get the hangtag to their tenant if they have renters.

\*\*\*\*\*Before September 1, 2020\*\*\*\*\*

<b>What Parking Documentation is Active?</b>
Owner/Tenant sticker (up to 3 per unit)
Guest Pass ( up to number already issued per unit)
Pool pass (2 per unit)

<b>Parking Location</b>	<b>When Can I Park?</b>
Unit Garage	Anytime (no documentation needed)
Unit Parking Pad	Anytime (no documentation needed)
Carleton Drive	Anytime with owner/tenant sticker or guest pass
Pool Parking Lot	<p>***Weeks Pool is Open***            9PM – 9AM with owner/tenant sticker OR guest hangtag            9AM – 9PM with owner/tenant sticker, guest hangtag</p> <p>***Weeks Pool is Closed***            9PM – 9AM with owner/tenant sticker OR guest hangtag</p>

\*\*\*\*\*After August 31, 2020\*\*\*\*\*

<b>What Parking Documentation is Active?</b>
New hangtag (1 per unit, optional)
Pool pass (2 per unit)

<b>Parking Location</b>	<b>When Can I Park?</b>
Unit Garage	Anytime (no documentation needed)
Unit Parking Pad	Anytime (no documentation needed)
Carleton Drive	Anytime w/new hangtag
Pool Parking Lot	<p>***Weeks Pool is Open***            9PM – 9AM w/new hangtag            9AM – 9PM w/new hangtag OR pool pass on dashboard when at pool</p> <p>***Weeks Pool is Closed***            9PM – 9AM w/new hangtag</p>