

## Summer Bay Townhomes Homeowners Association, Inc.

C/O Association and Community Management

9250 W. 5th Ave ♦ Lakewood, CO 80226

303-233-4646 ♦ 303-233-1018 Fax

May 17, 2018

To: Owners and Tenants of Summer Bay Townhomes

RE: June 1 - Surface parking permit rules implementation and FAQs

Dear Residents,

By now you should know that the Summer Bay HOA Board of Directors has approved new parking rules for the community. These rules were developed after over two years of input by residents, parking committee members, outside vendors, HOA attorneys and board members. They were prompted by the growth in the density of our community and complaints by residents.

Our Summer Bay property was built with 126 residential units and garages and a small number of surface parking spaces. Your garage is deeded for parking use with your unit. This is your primary parking space. Since some of the surface parking spaces must be designated for handicapped parking, the remaining spaces can't accommodate surface parking for more than one resident vehicle per unit.

With such limited space, some residents have been unable to find any surface parking spaces, while others have been using more than one surface space. Many solutions were studied, and after careful consideration, a surface parking permit program was chosen to be the best possible solution to our very limited parking.

After all this study, work and input, we are ready to implement the parking and permit rules. ACM will administer our parking rules. As of June 1, 2018, parking permits for residents and visitors for all surface parking spots in the Summer Bay community will be **REQUIRED**. The following important items are included in this packet:

1. **CENSUS FORM** – In order to implement the surface parking permit rules, all permanent resident vehicles must be registered with ACM by filling out the included Census form. If you have a tenant in your unit a copy of your lease must be included.
2. Forms can be returned by emailed to [tara@acmhoa.com](mailto:tara@acmhoa.com), faxed to 303-233-1018 or mailed to 9250 W 5<sup>th</sup> Ave Lakewood CO 80226. Attn: Tara Ramirez.
3. **NEW PARKING RULES** - Please read in its entirety. Owner's must provide a copy to their tenants.
4. **PARK IT RIGHT SERVICE SCHEDULE** – Park It Right will be enforcing the new parking rules.
5. **FAQ**- Please refer to this helpful piece of information to answer most if not all your questions.

Our goal is to make our community safer and more attractive for everyone. We realize that this is a big change, and we want to let you know we are here to hear your concerns. When you have an issue, be sure to call ACM at 303-233-4646 and we assure you that all your concerns will be logged and given careful consideration.

Sincerely,

Summer Bay Board of Directors 2018