

**Pottsburg Crossing Condominium Association, Inc.**

*c/o The CAM Team, Inc.  
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Date: June 28, 2017

To: Pottsburg Crossing Homeowners & Tenants

From: Pottsburg Crossing Board of Directors

Subject: New Pottsburg Crossing Parking Rules

At a duly noticed Board of Directors meeting held June 26, 2017, the Board of Directors has approved new rules regarding parking limitations. If you have questions regarding these new rules, please contact The CAM Team at (904) 278-2338 or email pottsburgcrossingcam@comcast.net. For your reference, the updated Pottsburg Crossing Parking Rules are enclosed. **Please ensure that you are completely familiar with all community parking rules as violations could result in towing of vehicles at the owner's expense.** Also enclosed is a Resident Information form to be completed if you need to update any of your vehicle information or residents of your unit. Please email the form to pottsburgcrossingcam@comcast.net or fax to 904 638-1435 no later than July 10, 2017.

**NEW PARKING RULES EFFECTIVE JULY 10, 2017**

**NEW RESIDENTS: Individuals that begin residing in Pottsburg Crossing on July 10, 2017 or later,** must park all resident vehicles at their unit. If a unit has more vehicles than the garage and driveway can accommodate, the unassigned community parking spaces cannot be used for parking. Resident vehicles are required to be registered with the Association and display a **blue** resident decal in the rear window of the vehicle.

**CURRENT RESIDENTS: Individuals residing at Pottsburg Crossing with resident vehicles registered with the Association before July 10, 2017,** must continue to comply with the Vehicle Limits Policy that became effective January 17, 2014. Resident vehicles are required to be registered with the Association and display a **red** resident decal in the rear window of the vehicle. **The following stipulations apply as of July 10, 2017:**

**Only resident vehicles registered before July 10, 2017 may park in the unassigned community parking spaces in accordance with the Vehicle Limits Policy below. The number of resident vehicles each unit is allowed to park in the unassigned community spaces cannot be increased on or after July 10, 2017.**

**If a unit with more than 2 resident vehicles registered before July 10, 2017, reduces the number of resident vehicles on or after July 10, 2017, the number of vehicles allowed to park in the unassigned community spaces will be reduced and cannot be increased.**

**VEHICLE LIMITS POLICY FOR INDIVIDUALS RESIDING AT POTTSBURG CROSSING WITH RESIDENT VEHICLES REGISTERED BEFORE JULY 10, 2017**

The number of vehicles each resident is allowed to park in the unassigned parking spaces throughout the community is limited to the number of licensed drivers residing in each unit as follows:

- 1) **1 licensed driver residing in the unit with 1 or more vehicles – Must park at their unit, none allowed in the community parking spaces.**
- 2) **2 licensed drivers residing in the unit with 2 or more vehicles – Must park at their unit, none allowed in the community parking spaces.**
- 3) **3 licensed drivers residing in the unit with 3 or more vehicles – Only allowed to park 1 vehicle in a community parking space AFTER FIRST PARKING ALL OTHER VEHICLES AT THEIR UNIT.**
- 4) **4 licensed drivers residing in the unit with 4 or more vehicles – Only allowed to park 2 vehicles in the community parking spaces AFTER FIRST PARKING ALL OTHER VEHICLES AT THEIR UNIT.**