

**LITTLE FALLS CO-OPERATIVE HOMES**  
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## PARKING POLICY

1. This new Parking Policy repeals the former Parking Policy.
2. **Registration**
  - a) Members must register their vehicle(s) with the Co-op prior to occupancy. Information required includes color, make and model and licence plate number of vehicle(s). A copy of the member's vehicle registration and member's proof of insurance is also required.
  - b) Members must notify the Property Manager of any changes in vehicle information registered with the Co-op.
  - c) All vehicles must be properly licensed and insured. Vehicle operators must have a valid driver's license. A copy of the member's driver's licence will be required.
3. **Parking Procedures**
  - a) Each unit which has a licenced and registered vehicle will be assigned one parking spot at no additional cost. The parking spot assigned is based on availability. Parking spots for Townhouses are assigned by relevant unit number.
  - b) Members who do not have a vehicle will **not** be assigned a parking spot. An exemption is a Member who requires round the clock care and in this case, a spot will be assigned for medical staff and personal support workers.
  - c) When a Member obtains their own vehicle, they can then request a spot be assigned.
  - d) Additional vehicles will be assigned based on availability.
  - e) The cost for each additional parking spot is \$10.00 per month. The Co-op reserves the right to make changes to the parking fee at any time without notice.
  - f) The Co-op reserves the right to re-allocate or revoke assigned additional parking spots as may be required without notice to ensure maximum parking availability.
4. **Guest Parking and No Parking**
  - a. Guest parking is clearly marked as "Guest Parking Only". Members are responsible to ensure their guests are made aware of the parking policy and ensure they park in the designated guest parking only. If no guest parking is available, guests may be able to park on the side street.
  - b. During the winter months, some spots may be designated as "No Parking" to facilitate snow removal and containment.

- c. Guests are limited to 48 hours of parking at the Co-op. After such time has elapsed and they are still visiting the Member, other parking arrangements must be made off Co-op property unless express permission has been provided by the Property Manager. If a guest is found to have parked in a guest parking exceeding 48 hours, they will be towed at the owner's expense, without notice.
- d. Any visitor who is found to be parked in a "No Parking" zone or in the designed spot of another unit Member (including member reserved handicapped parking), or any Member who is found to be parking additional vehicles in the "Guest Parking Only", the vehicle(s) will be towed at the owner's expense, without notice.

**5. Guest Passes**

- a) Each guest will be required to obtain a guest parking pass located in the main entrance. This pass is to be placed on their vehicle when visiting Members of the Co-op. Vehicles parked in Guest Parking must have a parking pass noting which unit they are visiting. If a vehicle is later found to be parked who is not a visitor of a Co-op Member, or a Member who is parking an additional vehicle, the vehicle will be towed at the owner's expense, without notice (see also 3(c) above).

**6. Parking Restrictions**

- a) All Members are responsible to keep the parking spot in a tidy state (i.e., no messy car repairs, litter, etc.)
- b) Unlicensed or inoperable vehicles may not be stored in the Co-op parking spot. Any such vehicles will be towed at the owner's expense, without notice.
- c) No recreational vehicles (i.e., trailers, boats) or over-sized vehicles shall be permitted a parking spot without prior permission of the Board of Directors.
- d) No major repairs will be permitted in the parking spot, i.e., cars are not to be left on blocks. Emergency repairs shall be permitted such as flat tires. Car washing shall be permitted.

**7. Parking for Persons with Disabilities**

- a) Spots may be allocated to suit the special needs of Members with disabilities. This may necessitate the allocation of two adjacent spots to Members with disabilities as the Member expresses a need.

**8. Parking for Medical Personnel**

- a) One spot will be designated for medical personnel who frequent the Co-op to care for sick or elderly Members. This spot will be clearly marked, and any Member or visitor vehicle found to be parked in the medical personnel spot will be towed at the owner's expense, without notice.

**9. Short-Term and Long-Term Guests and Parking**

- a) Long-Term Guests who are approved by the Board of Directors are **not** considered Members or lease holders of the Co-op and are therefore not assigned any parking spot.
- b) Members may request an additional spot for a short-term or long-term guest at the cost of \$10.00 per month however, spots will be assigned based on availability. If no parking is available, other arrangements will need to be made for the short-term or long-term guest off Co-op property.

10. **Other**

- a) The Co-op shall not be held responsible for any loss, injury, or damage to any persons and/or vehicles on the property including contents, however caused.