

# OAK RIDGE MEADOWS HOA PROCEDURE FOR REQUESTING ADDITIONAL ASSIGNED PARKING

---

## Procedure Purpose

The purpose of this document is to clarify the procedure for requesting additional assigned parking space for residents with more than 2 vehicles.

Official documents Referenced:

Declarations of Covenants, Conditions and Restrictions – Section 3 and Section 4

*SECTION 3 PARKING SPACES Ownership of each lot shall entitle the owner or owners thereof to the use of not more than two (2) automobile parking spaces for each lot, which shall be as near as and convenient to said lot as reasonably possible, together with the right of ingress and egress in and upon said parking area. The Association shall permanently assign two (2) vehicle spaces for each lot and temporarily assign other spaces pursuant to the regulations promulgated by the association.*

*The Association shall keep a record of all assigned parking spaces for each lot and, upon request, shall disclose such record to the City of Greensboro, Guilford County or any other governmental body or agency requesting such information of the Association.*

*SECTION 4 USE OF PARKING SPACES AND COMMON AREA Absent the express written consent of the association, no owner, member of his family, tenant, or contracted purchaser of any lot shall use the parking spaces or common area of the properties for the temporary or permanent storage or parking of any boat, boat trailer, recreation vehicle, camper truck, tractors or such similar motorized or non-motorized items. These items shall not be parked within the rights of way of any public street in or adjacent to Oak Ridge Meadows Townhouses, nor shall any of these be parked upon the Common areas.*

Parking needs within the community have changed since 1984 when the Declarations of Covenants, Conditions and Restrictions were written. More residents now possess additional vehicles. Visitor spaces are not to be utilized by residents for additional parking. The “blank spaces” are available for visitor or homeowner parking for temporary parking.

Residents needing additional designated parking may submit a request through Lambeth Management to the Board of Directors requesting additional assigned parking space. If approved by the Board of Directors, a space will be assigned and painted with the correct numerical address and will remain available to the resident for 1 year following payment of a non-refundable fee of \$65.00. Approval for the additional space can be extended after the first year by submitting the annual fee of \$65.00 on or before April 1 annually to Lambeth Management.

Residents must make use of the two (2) assigned spaces plus any garage or driveway space that is part of their unit before submitting a request for an additional space.

Approved by Board of Directors: 11/18/2014 Revised: 6/21/2021

Signed:  \_\_\_\_\_ President  
DocuSigned by:  
99450F3FE985450...

**APPLICATION FOR ADDITIONAL PARKING SPACE**

NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Please provide information on all vehicles which are parked on the property.

1. VEHICLE MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_  
STATE WHERE REGISTERED \_\_\_\_\_ TAG # \_\_\_\_\_

2. VEHICLE MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_  
STATE WHERE REGISTERED \_\_\_\_\_ TAG # \_\_\_\_\_

3. VEHICLE MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_  
STATE WHERE REGISTERED \_\_\_\_\_ TAG # \_\_\_\_\_

4. VEHICLE MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ COLOR \_\_\_\_\_  
STATE WHERE REGISTERED \_\_\_\_\_ TAG # \_\_\_\_\_

How many licensed drivers permanently reside at the is home? \_\_\_\_\_

Why are you requesting a 3<sup>rd</sup> space? \_\_\_\_\_

I/we request an additional designated parking space. Included is a check for \$65.00 made out to Oak Ridge Meadows to cover the first year's fee. I/we understand that approval for the additional space is effective for one year and must be renewed annually accompanied by the yearly fee of \$65.00.

All residents with multiple vehicles must use their designated parking spaces and where applicable the garage and/or driveway area adjacent to their garage. Requests are not automatically granted and may be outside of your Court, as parking is limited.

Renewal payments are due August 31st annually

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

For office use only: Date submitted: \_\_\_\_\_ Approved \_\_\_\_\_ Rejected \_\_\_\_\_