

March 25, 2026

Dear Residents,

As discussed at the January 6th Board meeting, and announced earlier this month, Canal Place will be issuing new parking stickers in April for both the surface lot and the garages. This will allow us to better manage the Association-provided spaces and costs, and will give us a chance to update all our vehicle information.

The new stickers will be required for use of the surface lot as of Sunday, May 3, 2026.

Stickers must be properly affixed to the vehicle for which they are issued to be valid.

To obtain a new resident parking sticker, please choose ONE of the following options:

1) Email a photograph or scan of your registration to canalplaceoneoffice@gmail.com. Please include your name, unit number, and current parking location in the email. Please also let us know if you are entitled to the 65+/disabled discount offered by the City garage, or if you have a disabled plate/placard.

OR

2) Place a copy of your registration in an envelope marked with your name, unit number, current parking location, and the words "attention Ruth" in an envelope and slip it through the mail slot in the office door. Please also let us know if you are entitled to the 65+/disabled discount offered by the City garage, or if you have a disabled plate/placard.

OR

3) Bring your registration with you to the lobby office during one of the following times:

- Saturday, April 18th, 10am to noon
- Sunday, April 26th, 1:00–3:00pm
- Wednesday, April 29th, 6:00–8:00pm

If you are submitting a registration by email or through the office mail slot, your new sticker will be delivered to your door during the last full week of April (the 19th through 25th). If you'd rather we not leave your sticker at your door and prefer to pick it up in person during the office hours above, please let us know when you submit your registration and we'll hold it for you.

If you're bringing your registration to the office in person, you'll receive your sticker at that time.

The tow company will be informed that from April 19th through May 2nd the new stickers and the old ones are both valid for surface lot parking.

Starting May 3rd, the old stickers will not protect vehicles from being towed.

For further information, be sure to read the FAQ on the following page. A review of the Association parking rules is also included in this document.

Frequently Asked Questions

What does a parking sticker entitle me to? —We have two types of parking stickers. One allows for parking in the surface lot any time of day or night and is given to those residents specifically assigned to surface lot parking. The other sticker is available to residents whose vehicles park in either the city garage or a deeded basement space and allows them to park in the surface lot for brief periods between 8:00am and 6:00pm only for loading/unloading, pickups/drop-offs, etc. While the Association tows primarily at night, there are situations where a car without a valid sticker might be towed during the day.

Do I need a parking sticker if I always park in a garage (basement or city) and never in the surface lot? —No, although we strongly recommend having one just in case a situation arises where your car is left in the surface lot during the day. This is especially true for people who park in the Roy garage and need to load/unload in the surface lot. Regardless of whether you want a sticker, we still request that you send the office a copy of your current registration so that we may update our records. You should also be sure to update your records with the Roy garage any time your registration information changes or if you become eligible for a senior(65+)/disabled discount.

Must the lobby office have a copy of my registration to keep on file? —No, but giving us a copy is the easiest way to make sure our information is complete and up to date. If you do not want us to keep a copy on file, please bring your registration to the lobby office during one of the times shown on page 1 so that we may copy the needed information off it directly.

If I have a deeded basement space, am I also entitled to an Association-provided space? —Residents with a deeded basement space are only entitled to an Association-provided space if they have a second car registered to a resident of record for their unit.

If I rent a space in the Roy garage myself, am I entitled to a resident sticker? —Yes. If you're a resident of record, passenger vehicles registered to you and garaged downtown are entitled to a resident sticker allowing limited daytime use of the surface lot.

Will the location of my Association-provided space change? —We do not expect to change any parking locations at this time. However, once we have a firm count of current surface lot spaces in use, we may make some changes. If you would like to switch from the Roy garage to the surface lot, or from the surface lot to the Roy, please let the lobby office know and hold off attaching your new sticker. People on the waiting list will be notified of any change availability on April 30th. If not informed by May 2nd, please attach the sticker you were given.

What if I need to use a rental while my car is in the shop? —Notify the lobby office (canalplaceoneoffice@gmail.com) and they will arrange to get you a temporary, cling-on decal. When contacting the office, please state how long you expect to need the decal.

What if I have a home health aid or similar professional coming to my home on a regular basis? —Notify the lobby office (canalplaceoneoffice@gmail.com) and they will arrange to get them a temporary, cling-on, parking decal. When contacting the office, please state how long you expect to need the decal.

Are there restrictions on what types of resident-owned vehicles can receive stickers? —Yes, only registered, private passenger vehicles meeting certain weight and size restrictions are eligible to receive stickers. See items 6, 10, 11, and 24 on the following pages.

Any further questions may be sent to canalplaceoneoffice@gmail.com.

**Simplified Item by Item List of Section R: Motor Vehicles & Parking Rules
from the Canal Place Condominium's 2007 Policies & Procedures**

**THIS VERSION PROVIDED FOR YOUR CONVENIENCE ONLY. SEE YOUR CONDO DOCS
FOR THE COMPLETE AND LEGALLY BINDING RULES.**

1. Each deeded parking space owner, or their duly authorized assignee, shall be entitled to exclusive use of their basement space and are subject to the rules described below.
2. All other parking spaces, including those in the surface lot and rented by the Association in the City Garage, shall be referred to as "additional parking," and are also governed by the rules described here.
3. All unit owners and/or tenants must apply in writing to the Board, or its designated agent, for permission to utilize a parking space in additional parking. The Board, in its sole discretion, may provide such a space and may establish a system to regulate these spaces, by sticker or otherwise. Permission is not guaranteed and the Board may change the location of this space or revoke permission entirely as long as they provide 14 days notice.
4. There is no guest parking available at Canal Place. Guest vehicles may be towed at the owner's expense.
5. Any vehicle blocking access to or from a designated parking space may be towed and/or the owner fined.
6. Only registered private passenger vehicles are allowed to park in any of the spaces supplied by the Association. *[Daytime use by contractors working on the property is acceptable.]* No unregistered, uninsured, or inoperable vehicle of any type may be used or stored in the common areas of the Association, including the surface lot and basement garage.
7. Any parking by a unit owner or assignee in someone else's space may subject the owner and/or tenant to towing or fines. *[The surface lot has no assigned spaces other than the ADA spaces which are reserved for residents with valid placards and the appropriate sticker.]*
8. Unattended cars may be left near the front door for no more than 30 minutes and for the sole purpose for loading and unloading, but not for move-ins/move-outs which must use the rear entrance. Violations of this rule may result in fines and/or towing.
9. No loose personal items may be stored in any parking space, unless they are enclosed in a Board-approved storage container. Approved storage containers must be wholly within a deeded space and not cause a vehicle to extend past the space's designated boundaries.
10. No commercial vehicles shall be allowed on Association property with the exception of pickup trucks having a registered weight [vehicle plus load capacity] of less than 8,600 pounds and bearing no advertising *[see exception in item 6 above]*. Further definition of a "commercial vehicle" may be found in Section R, item 10 of the complete Policies & Procedures.
11. Vans are allowed only if they are registered private passenger vehicles in compliance with the Condo Docs and these Policies & Procedures. The Board may determine if a van meets these standards based on size, weight, and type of license required for said van. The purpose of this rule is to allow those vehicles which are, through their size, length, and character, private passenger vehicles and to prohibit those which are not.
12. Any violation of these rules shall authorize the Board and/or its agents to have the vehicle removed from the property at the owner's expense.
13. Towing may be in addition to fines and other remedies provided in the Condo Docs.
14. No vehicle shall be allowed to park in any areas other than those designated by the Board as parking spaces.
15. The Board may fine up to the maximum allowed in the Policies & Procedures for a violation, with each day constituting a separate offense. Unit owners and/or tenants are also responsible for violations by their visitors, contractors, or other unit occupants.

16. All vehicles parked in the surface lot must be removed for snow plowing based on policies established by the Board. *[Board policy is that vehicles must be removed from the surface lot any time the City declares a snow emergency parking ban.]*
17. No vehicle may park in or over walkways, grass, landscaped areas, fire lanes, or in such a manner that they impede pedestrians or other vehicles, particularly emergency vehicles.
18. No vehicle repair work may be performed on Association property, and unit owners and/or tenants are responsible for any damage their vehicle and/or fluids cause to common areas.
19. Unit owners and/or tenants assigned spaces in the City Garage shall be responsible for compliance with City Garage rules and solely liable for any breach of those rules.
20. The Board cannot guarantee the availability of spaces in the City Garage at any given time. The Board may increase/decrease the number of City Garage spaces rented by the Association as it chooses, and the Board shall not be liable to the unit owner and tenant for any resulting damages. The Board is not responsible for reimbursing the unit owner and tenant for any costs associated with any rental of a space in the City Garage.
21. The Board reserves the right to adopt and amend from time to time the Policies & Procedures, including anything related to Motor Vehicles and Parking. Nothing in these rules shall limit the Board in adding or amending reasonable regulations.
22. Owners of Deeded Parking Spaces may freely convey such Parking Space Unit but only to another Unit Owner or to the Condominium Trust. Each Parking Space owner shall have the right to freely rent or lease the Parking Space, but only to a Unit Owner or Condominium resident, and such leases are subject to the same rules as any other Unit leases.
23. The speed limit in the basement garage and on the entrance/exit ramp is 5 mph.
24. Vehicles must park wholly within their space. For basement spaces, this means between the painted lines and within the imaginary lines between the poles.

More information from the Board regarding use of a space in additional parking, a.k.a. an “Association-provided space.” (As per items 3 and 21 above)

- A. No unit is entitled to more than one Association-provided space under any circumstances.
- B. In line with item 4 above—“No Guest Parking”—only vehicles registered to residents are eligible for an Association-provided space, and basement space holders must have a second vehicle to be eligible. Residents whose vehicle is registered to an off-site parent or similar but used as if their own may also be considered for an Association-provided space.
- C. Residents must supply the Board or its designated agent with a current copy of the vehicle registration before receiving a parking sticker.
- D. The parking sticker must be properly affixed to the driver’s side of the rear windshield of the vehicle for which it was issued.
- E. Residents are expected to keep the Board or its designated agent up to date on changes to vehicle or resident status such as a new car or plate, new eligibility for the City’s senior/disabled discount, move-outs, etc.
- F. Temporary parking passes may be issued in certain limited situations at the sole discretion of the Board or its designated agent.
- G. Current policy allows vehicles assigned garage parking—and which bear a sticker to that effect—to park in the surface lot for short periods from 8:00am to 6:00pm. Outside of those hours they are subject to towing at the vehicle owner’s expense and/or to fines.