

Carleton Condominium Corporation No. 542
Sandcliffe, Winterburn and Grandcourt

TO: All Owners

FROM: Condominium Management Group
CCC542 Board of Directors

DATE: May 21, 2025

RE: Visitor Parking Monitoring as of June 1, 2025

The Corporation has entered into an agreement, effective June 1, 2025, with Carleton Parking to oversee visitor parking. As part of this arrangement, Carleton Parking has the authority to issue warnings and tickets when necessary.

Despite previous reminder notices, visitor parking remains an ongoing concern. While most owners, residents, and tenants adhere to the rules, violations continue to occur. Please be reminded that visitor parking is strictly designated for guests and must not be used for owner, resident, or tenant vehicles.

The Corporation provides 10 visitor parking spaces for the 60-unit community, intended for short-term use by visitors. Each unit is allocated two parking spaces—one in the garage and one in the driveway—for owner, resident, or tenant vehicles. It is the responsibility of owners, residents and tenants to ensure that these spaces remain available if they own multiple vehicles.

For clarity, the Corporation defines a resident as anyone who occupies a unit overnight either full-time or more than three nights per week on a recurring basis for at least one month.

Non-resident owners must ensure their tenants understand and comply with this parking policy.

Thank you for your cooperation and understanding.

Should you have any concerns, please advise Christine Rausch, Property Manager (phone 613-237-9519 ext. 109).