

## SNOW REMOVAL GUIDELINES

The snow removal process takes place in stages. Main roads are cleared first to allow emergency vehicles access to your units if necessary. Then the contractor clears the parking lots and finally the individual home driveways. Your driveways and walkways are the last to be cleared because it is primarily a manual operation using people and shovels.

**You must follow these guidelines to ensure that the snow removal is completed efficiently:**

1. Park your cars in your driveways and make sure they are off the main roads.
2. Once the main roads are cleared, park the cars you have in the parking lots to the cleared areas.
  - a. Make sure you have cleared your car of snow entirely before driving to the cleared areas.
3. When the parking lots are cleared, move your cars from your driveways to the parking lots and/or cleared areas.

If these guidelines are followed by every resident, snow removal will be completed in the most efficient and **cost effective** manner possible. When these guidelines are not followed, our snow removal costs increase and may result in an assessment to all unit owners.