

MEADOWMONT COMMUNITY ASSOCIATION (MCA)  
429 MEADOWMONT VILLAGE CIRCLE (2<sup>ND</sup> FLOOR)  
CHAPEL HILL, NC 27517

919-240-4682 OFFICE  
919-240-4683 FAX

## **GENERAL GUIDELINES FOR USE OF MCA COMMON AREAS AND FACILITIES**

Updated: June 2015

### **General overview:**

- The Meadowmont Community Association controls various common areas in the community, including several open spaces, two playgrounds, and the gazebo on Old Barn Lane.
- These properties are for the use of Meadowmont residents and their guests.
- The play areas are not to be used for league play, and are not for the exclusive use of any group/person.
- The Meadowmont YMCA and MCA have a written agreement for MCA-YMCA shared use of the gazebo and adjoining playground properties at specific times and dates.

### **GAZEBO (AND ADJACENT LAWN) USE:**

- The gazebo (and/or adjacent lawn area) may be reserved only by a Meadowmont resident, who will be required to be present at the requested event and will be responsible for compliance with all local ordinances during the event; this responsibility includes informing attendees about appropriate parking.
- The gazebo is not for rent by outside individuals or groups.
- Gazebo reservation is free.
- A reservation request must be in writing to the MCA manager at least 30 days prior to the requested use date. Response will be made within 5 working days of receipt.
- If property is damaged or left dirty/cluttered the requestor will be billed actual costs for repair and cleaning. All generated trash from the event is to be removed from the property and **not** placed in the local trash barrels.
- The maximum time allowed per event is two hours of use, plus reasonable set up and take down time.
- The gazebo is available between 9:00 am to 9:00 pm in summer, and 9:00 am to 6:00 pm in winter.
- The MCA does not provide chairs or tables; any equipment to be brought to the site, other than chairs and tables, must be approved in advance by the MCA manager. No inflatable bounce house or similar unit is allowed.
- Alcohol, smoking, fireworks, and weapons are not permitted anywhere on the common property.
- Music is not permitted that exceeds the Town of Chapel Hill's noise regulations.

### **PLAYGROUNDS and COMMON OPEN SPACES**

#### **(OTHER THAN THE LAWN ADJACENT TO THE GAZEBO):**

- Playground and lawn areas that are designated as common open green spaces will not have permanent equipment installed upon them, except as determined by the MCA.
- These common areas are designated for free use by residents of Meadowmont and their guests, and do not need a reservation for use.

**APPLICATION FOR USE OF THE MEADOWMONT GAZEBO  
AND LAWN ADJACENT TO THE GAZEBO**

PLEASE PRINT

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

ADDRESS: \_\_\_\_\_, Chapel Hill, NC 27517

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

MEADOWMONT RESIDENT: \_\_\_\_ YES \_\_\_\_ NO

DATE REQUEST MADE: \_\_\_\_\_

DATE OF USE: \_\_\_\_\_

TIME OF USE: \_\_\_\_\_ TO \_\_\_\_\_

TYPE OF USE: \_\_\_\_\_  
\_\_\_\_\_

EXPECTED SIZE OF GROUP: \_\_\_\_ ATTENDEES

I understand that I must inform attendees about appropriate parking during the event: \_\_\_\_\_  
*initial your acknowledgement*

SIGNED BY REQUESTOR ACCEPTING GUIDELINES: \_\_\_\_\_

YOUR SIGNATURE AFFIRMS THAT YOU HAVE READ MCA POLICY,  
*GENERAL GUIDELINES FOR USE OF MCA COMMON AREAS AND FACILITIES*

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OFFICE USE: \_\_\_\_ APPROVED \_\_\_\_ DECLINED

NOTIFICATION SENT: \_\_\_\_\_ (DATE)

STAFF SIGNATURE: \_\_\_\_\_ (Bill Ferrell, Manager)