

Grandridge Meadows Homeowners Association
Policy for Evaluating Rental Requests per CC&R 6.10.3

Purpose

CC&R 6.10.3 provides that no owner shall rent or lease a property within one year of closing, except upon written approval of the Grandridge Meadows Board of Directors. This policy is to provide general guidelines for how the Board of Directors will evaluate requests to rent when the number of renters in the subdivision is fewer than the target established by the board. It is intended to generally describe the type of information that will be required to consider a request and the approximate amount of time after all information is received that the Board requires to consider and vote on a request.

While this policy identifies one or more absolute requirements, it intentionally does not set forth a list of requirements that if complied with will automatically result in approval. Approval or disapproval in each case will be based on the Board's evaluation of the information and each member's assessment of whether approval will be in the best interest of Grandridge Meadows homeowners as a whole.

General

The Grandridge Meadows Homeowners Association Board of Directors will evaluate any request to decide if approval is or is not in the best interest of Grandridge Meadows subdivision and existing homeowners. All pertinent factors will be considered, including but not limited to, overall community sentiment as determined by the survey of homeowners conducted October 22, 2015, number of existing rental properties, proximity of existing rental properties, Requester's ties to Grandridge Meadows, Requester's experience owning and managing rental properties, Requester's rental policies, any additional information the Requester wishes considered, any information or comments current Grandridge Meadows homeowners wish considered, and such additional factors the Board considers pertinent.

Schedule

Note: All durations provided in this section are estimates only and should not be considered in any way binding to a specific request.

The Board will strive to evaluate and decide a request in a timely manner. But the Board's ability to respond quickly is constrained by being composed entirely of volunteers with other obligations, no staff, limited resources, limited available time, and must compete with other groups for available meeting venues.

Once a request is received, at either the Grandridge Meadows website or via mail, it may take up to a week before the information is disseminated to all Board members. If the request includes all of the information per Appendix A, and if there are no additional questions, approximately three weeks will be required for the Board to verify the information and individual members to evaluate. Incomplete

information or any questions/concerns developed during the evaluation would necessitate even more time.

After the Board members have evaluated all of the information, including responses to any subsequent questions, a meeting (open to all Grandridge Meadows homeowners) will be scheduled. As the Board has no control over venues, no estimate can be made of the time required for this step.

Approval not Transferrable

If the request to rent a property in Grandridge Meadows prior to one year after closing is approved, the approval is specific to the person(s) making the request and is **NOT TRANSFERABLE** to a subsequent owner.

Procedure

Requester notifies Grandridge Meadows Homeowners Association Board of Directors of his/her desire to rent a property in Grandridge Meadows prior to one year after closing. If this notification does not include the information in Appendix A form, the form will be sent to the Requester at the address provided.

Requester must provide the information listed in Appendix A. Since the Board will be relying on the submitted information to make a decision, the submittal must include a signed statement that the information is correct and may be relied upon by the Board to reach a decision.

The Board will verify and evaluate the information. Any questions or need for additional information will be sent to the Requester using the contact information provided with the request.

After the Board completes verifying and evaluating the request, an open meeting will be scheduled for the purpose of receiving any additional information and voting on the request. If additional information is presented by the Requester or by current homeowners that the Board considers significant enough to require additional evaluation, the vote will be postponed. Otherwise, the Board President will ask for a motion to approve the request and stating conditions, if any, on which the approval is contingent. The request is approved if a majority of Board members vote in favor of the resolution.

If the request is approved, Requester will be required to sign a form (Appendix B) agreeing to provide any tenants with a copy of the Grandridge Meadows CC&Rs, and to assure the tenant understands he/she is obligated to comply with the conditions/restrictions set forth in this document. A copy of the signed form will be kept by Grandridge Meadows HOA. Requester/Owner will retain the original until signed by a renter as described in the next paragraph. A letter will be sent to the Requester confirming Board approval and stating any conditions.

Prior to a tenant occupying the residence, the Requester/Owner must provide to the Board the second portion of the Appendix B form signed by the tenant acknowledging that he/she has received the CC&Rs, read them, and understands his/her obligation to comply. When Requester/Owner and Renter

have both signed, Grandridge Meadows HOA BOD president (or designee) will also sign approval. The original copy will be retained by Grandridge Meadows HOA. If requested, a copy will be made for Requester/Owner.

Appendix A

Rental Requests per CC&R 6.10.3

CC&R 6.10.3 provides that no owner shall rent or lease a property within one year of closing, except upon written approval of the Grandridge Meadows Homeowners Association Board of Directors. Applications must be made in writing or via the Grandridge Meadows HOA website contact form and must include the requester's name and contact information. All information provided may be verified by the BOD.

If the request is approved, such approval is not transferrable to a subsequent owner.

To help the board arrive at its decision, the applicant is asked to answer each question. Use one or more separate sheets of paper. Please repeat the questions on your answer form or reference each answer to the question number given here. Please remember to include and sign the statement at the end.

1. Property address for which approval is requested?
2. Does the requester currently reside in Grandridge Meadows?
 - 2.1. If yes, for how long?
 - 2.2. If yes, does the applicant intend to continue living in Grandridge Meadows?
3. Applicant's experience with rental properties
 - 3.1. How many other properties are owned/managed by requester?
 - 3.2. How long has each been owned?
 - 3.3. How long has each been rented, as compared to owner occupied?
 - 3.4. Did applicant previously own other rentals that are not currently owned?
 - 3.5. What was the reason for disposing of these other properties?
4. For each of the rental properties currently or previously owned:
 - 4.5.1 What is the address/subdivision?
 - 4.5.2 Is there a Homeowner's Association?
 - 4.1.1. Contact info for the HOA president
 - 4.1.2. Is applicant current on HOA dues for all rentals?
 - 4.1.3. Have there been, or are there existing, any HOA issues such as ACC warnings or fines, or other non-compliance with CC&Rs? If so, provide details.
 - 4.1.4. Do (or did) the applicants manage these properties or use a management company?
 - 4.1.5. Who does the maintenance for applicant's rental properties? Who will do maintenance at the property for which the request is being considered?
 - 4.1.6. Have there been any violations of city/government codes/regulations? Elaborate.
5. Tenants
 - 5.1. Does applicant screen potential renters prior to acceptance?
 - 5.1.1. If so, how and for what criteria?
 - 5.1.2. What constitutes grounds for rejecting a potential renter?

- 5.2. Have any of applicant's current or previous renters/ tenants created a nuisance or engaged in activity that required a police response?
 - 5.2.1.If yes, please explain.
- 5.3. Are applicant's tenants given a copy of the CC&Rs and required to abide by them same as an owner would be obligated? **Note: This will be a requirement for approval.**
- 5.4. What is the maximum number of people who will be allowed to occupy this house if the request is approved?
 - 5.4.1.How many vehicles will be allowed?
 - 5.4.2.Will you allow recreational vehicles, motor homes, boats, trailers, trucks exceeding two tons GVW, or vehicles undergoing repair to be stored or parked at this property, including on the street for longer than 48 hours? (CC&R 6.2)
- 6. Any other topics that may be relevant to the specific case being considered
 - 6.1. The Grandridge Meadows Board reserves the right to ask any other questions it considers pertinent or that may arise from Requester's responses.
 - 6.2. The Requester may provide any additional information he/she considers relevant and wishes the Board to consider.

7. Statement

I understand that Grandridge Meadows Homeowners Association Board of Directors will be relying on my answers to the above questions and any additional information I provide to determine that approving this request will not be contrary to the best interests of Grandridge Meadows subdivision or to the Grandridge Meadows homeowners. I also understand that if my request is approved, the approval is NOT TRANSFERABLE to any subsequent owner regardless of the rental/occupancy status of the property. The answers/information being provided in response to the above questions are true, correct in the context of the questions, complete and not misleading.

Printed Name _____

Signature _____ Date _____

Appendix B

GRANDRIDGE MEADOWS HOME OWNERS' ASSOCIATION

This form must be completed and signed by the Owner AND the Renter before the residence is occupied by the Renter. It must also be approved by the HOA Board.

Date _____

Rental address _____
(Please print)

Owner's Name _____ Phone _____
(Please print)

Owner's emergency contact person:

Name _____ Phone _____
(Please print)

I, the Owner, agree to provide the Renter with a copy of the Grandridge Meadows subdivision Declaration of Covenants, Conditions and Restrictions (CC&Rs)

and to assure the Renter understands they apply to the Renter equally as they apply to the Owner.

Owner's signature _____ Date _____

I, the Renter, certify that I have read and understand and agree to abide by the terms and conditions set forth in the HOA's Declaration of Covenants, Conditions and Restrictions (CC&Rs) and the highlights summarized on the reverse side.

Renter's signature _____ Date _____

Renter's name _____ Phone _____
(Please print)

Grandridge Meadows HOA Approval _____
(Signature) (Date)

Appendix B (page 2 – to be printed on reverse side of page 1)

GRANDRIDGE MEADOWS RENTAL INFORMATION

The following are summary excerpts from the Declaration of Covenants, Conditions and Restrictions (CC&Rs). The CC&Rs should be read in their entirety prior to renting at Grandridge Meadows.

WHAT IS PROHIBITED

No trailers, boats, motor homes, RVs, trucks over 2 tons or any disabled vehicle can remain on the property – which includes the street – for more than 48 hours unless they are completely inside a garage or other approved enclosure.

No garbage containers may be on the street or front of homes except on collection day.

All buildings, pools, recreational equipment, fences, painting or repainting or reroofing visible from the street or from other lots must be approved by the board.

The sidewalk in front of each lot is the responsibility of the lot owner and should be kept clean (weed free).

No signs except one professional sign no more than one square foot or for-sale or rent signs four square feet.

No business of any kind may be conducted on any lot without the board's permission

No junk around any home. No protruding air conditioners.

Animals shall not be allowed to roam loose outside of any lot on which they are kept.

No chain link fences anywhere.

Any waivers to covenants and clauses in the agreement must be in writing and signed by the board.