

Rental Rules and Regulations

Pine Meadow Ranch Home Owners Association

Introduction

The Rules and Regulations for rental units is in direct response to the increasing number of rental units in the Pine Meadow Ranch Home Owners Association (PMRHOA) and the concerns of owners, both full time and part time, that have asked that there be accountability associated with individuals who rent these units. Accountability, as outlined in the Rules and Regulations, has two facets: 1) The owners of rental units must inform their renters that they are responsible to follow key Rules and Regulations that directly affect owners on the Ranch; 2) Renters will have the obligation to follow the Rules and Regulations that all owners must comply with as outlined by the owners of the units. It is not the intent of the PMRHOA to burden owners of rental units but to ask them and their renters to adhere to these Rules and Regulations. Owners collectively are the ones who will see infractions and will be encouraged to report them to their respective area reps, PMRHOA officers or the PMRHOA office who will validate the infraction and inform rental unit owners of such infractions with a warning. Accountability of infractions will always rest with the rental unit owners, and they should carefully determine who they rent their units to, as the renters' behavior on the Ranch will be monitored in various manners while they are on the Ranch.

Definitions and Administrative Items

- **Short-term rental unit:** Any residential unit, accessory building or individual room(s) that is rented or leased for a period of 30 days or less to a tenant by the primary owner or contracted management company.
- **Long-term rental unit:** Any residential unit, accessory building or individual room(s) that is rented or leased for a period of 31 days or longer to a tenant by the primary owner or contracted management company.
- **Note:** Owners are fully responsible for all aspects associated with their properties including adherence to [PMRHOA Rules and Regulations](#). From a PMRHOA perspective these include annual dues, special fees or assessments and Fines that may be associated with violations of PMRHOA rules and regulations by individuals staying at their properties.
- **Administrative Fee:** Pursuant to state statute passed in the [2023 legislative session](#), the HOA may charge owners of rental units an HOA administrative fee of up to \$200 per year.

Short-Term Rentals

1. Owners of short-term rental units must register with the PMRHOA the following information:
 - a. The specific type of rental unit that is being registered: residential unit, accessory building or individual room(s)
 - b. The address of the rental unit
 - c. The owner's name, address, and contact information, including a mobile phone number OR The management company's name, address and contact information, including a mobile phone number.
 - d. The name and phone number for either the lessee, which must be updated for each lessee, or for an individual that is available to respond 24/7 by phone within one hour; such individual may be the owner or management company representative.
 - e. A copy of the owner's Summit County business license
 - f. Information about the lease
 - i. Identify the number of available bedrooms, the number of available parking spaces, and the maximum number of individuals that can be accommodated in the unit
 - ii. Identify the minimum and maximum length (in days) of the lease.
 - iii. Provide a sample copy of the standard lease being used for the rental unit.
 - g. Provide a copy of the materials being provided to the lessee and maintained in the unit as noted in number 2 below.
2. The following information must be provided to the renter(s) prior to renting a unit and must be available in the unit:
 - a. Statement that all PMRHOA properties, including roads, are PRIVATE property and should be treated as such.
 - b. Applicable PMRHOA rules and regulations

- i. Summit County dark sky information
 - ii. Summit County noise ordinance requirement
 - iii. Summit County Dog Leash ordinance requirement
 - iv. PMRHOA road and parking rules and regulations
 - v. Fire rules and regulations.
- c. Warning on vehicle travel on the Ranch. All renters come onto the Ranch at their own risk. During the winter months minimum requirements are to be specified.

Long-Term Rentals

1. Owners of long-term rental units must register with the PMRHOA the following information:
 - a. The specific type of rental unit that is being registered: residential unit, accessory building or individual room(s)
 - b. The address of the rental unit
 - c. The owner's name, address, and contact information, including a mobile phone number OR The management company's name, address and contact information, including a mobile phone number.
 - d. The name and phone number for either the lessee (preferred), which must be updated for each lessee, or for an individual that is available to respond 24/7 by phone within one hour; such individual may be the owner or management company representative.
 - d. Information about the lease
 - i. Identify the number of available bedrooms, the number of available parking spaces, and the maximum number of individuals that can be accommodated in the Unit.
 - ii. Identify the length of the lease.
 - iii. Provide a sample copy of the standard lease being used for the rental unit.
 - iv. Identify the number and type of vehicles that will be associated with the rental unit. Where appropriate, PMRHOA stickers should be obtained if parking vehicles or trailers on the Ranch beyond the property of the rental unit.
 - e. Provide a copy of the materials being provided to the lessee and maintained in the unit as noted in number 2 below.
- For long-term rental units, the following information must be provided to the renter(s) prior to renting a unit and must be available in the unit:
 - a. Statement that all PMRHOA properties, including roads, are PRIVATE property and should be treated as such.
 - b. Applicable PMRHOA rules and regulations
 - i. Summit County dark sky information
 - ii. Summit County noise ordinance requirement
 - iii. Summit County Dog Leash ordinance requirement
 - iv. PMRHOA Road and Parking Rules and Regulations
 - v. Fire Rules and Regulation.
 - c. Warning on vehicle travel on the Ranch. All renters come onto the Ranch at their own risk. During the winter months minimum requirements are to be specified.

Violations of PMRHOA Rules and Regulations

Violations of the PMROA rules and regulations by renters shall be identified and written notification shall be given to the owner of the applicable rental unit. The first notification of a violation shall be a warning. Subsequent violations will be subject to appropriate fines. It shall be the obligation of the owner of a rental unit to pay assessed fines. On a short-term rental unit, subsequent notifications of violations shall be cumulative on an annual basis regardless of who the renters may be at the time of the violation. The current fine schedule may be viewed on the PMRHOA website.