

March 1, 2018

Dear Neighbors and Homeowners,

Enclosed please find three important documents:

- 1) The MLPC Policy and Procedure regarding Non-owner Occupancy
- 2) Notice to Occupants: Covenants and Restrictions for Owners and Occupants within MLPC
- 3) Registration Form for Non-Owner Occupancy MLPC

These policy and registration forms were adopted by the MLPC effective March 1, 2018 in response to requests by homeowners at the Annual Meeting in July, 2017. The Notice to Occupants is a summary of current bylaws and covenants for MLPC.

We are respectfully asking that each homeowner provides Toad Property Management Company with their contact information when your property is being rented either short or long term, when pet sitters or house sitters are being employed, or when guests are using your home in your absence. Please be aware that we are not requesting specific dates or names of renters, employees or guests. We are only requesting registration annually. Your contact information will also be most helpful in the event of an emergency when you are absent.

Owners are responsible for their renters and guests; please inform your renters and guests that they are required to honor the covenants and bylaws as if they were owners. In the event of a violation or emergency, Toad Property Management will contact you immediately so that you are informed of the situation.

Thank you for your understanding and cooperation.

Best regards,

MLPC Board of Directors

**MERIDIAN LAKE PARK CORPORATION  
POLICY AND PROCEDURE  
REGARDING NON-OWNER OCCUPANCY**

The following Policy and Procedure regarding non-owner occupancy of property has been adopted by the Board of Managers ("Board") of Meridian Lake Park Corporation ("Association") pursuant to Colorado statutes effective : March 1, 2018

**NON-OWNER OCCUPANCY**

**1. Owner's Responsibilities**

- a) Any owner expecting to offer their house or lot for use by a non-owner at any time must register the property with the Association's property management company, Toad Property Management. This includes leasing the property on a short-term contract (less than 30 consecutive days), a long-term contract, or use that is non contractual/financial (friends and family). Registration is good for a calendar year and must be renewed annually. The registration form can be found at:  
[www.toadpropertymanagement.com](http://www.toadpropertymanagement.com).
- b) Owners are responsible for any violation of MLPC covenants or restrictions committed by occupant. Each owner shall make sure all occupants receive and understand the covenants and restrictions of MLPC as outlined in the "Notice to Occupant" available online at:  
[www.toadpropertymanagement.com](http://www.toadpropertymanagement.com).

**2. Occupant's Responsibilities**

- a) Each occupant will be held to the same covenants and restrictions as the owner of the property.

**3. Violations**

- a) Any violation of MLPC restrictions and Covenants by a non-owner occupant will be the responsibility of the property owner. This includes any assessed fines or payments/replacements due to damage.
- b) Owners will be notified of violations in writing, by phone or email. Violations will be cumulative over a 12 month period ; assessing fines does not stop and start upon each occupancy.
- c) Fines will be assessed per the MLPC Enforcement Policy, available online at  
[www.toadpropertymanagement.com](http://www.toadpropertymanagement.com)

NOTICE TO OCCUPANTS  
COVENANTS AND RESTRICTIONS  
FOR OWNERS AND OCCUPANTS WITHIN  
MERIDIAN LAKE PARK CORPORATION

The items in this notice are a summary of Article VII – Land Use of the Revised Declaration of Protective Covenants for Meridian Lake Park Corporation. The Covenants are recorded with the County of Gunnison, Colorado. A full copy of the Covenants is available on the Toad Property Management website at:  
<https://toadpropertymanagement.com/media/MLPC-Convenants.pdf>.

Meridian Lake Park Corporation (MLPC) has the responsibility to manage, maintain and govern the property known as Meridian Lake Park Subdivision, including Meridian Lake Park, Pristine Point at Crested Butte and Meridian Lake Meadows. MLPC has contracted with Toad Property Management, 318 Elk Ave Crested Butte, CO 81224, (970) 349-2773, to maintain and oversee the subdivision.

All occupants of property within Meridian Lake Park Subdivision must adhere to the following covenants, restrictions and policies.

In General – No noxious or offensive activities shall be conducted on any Sites on the Land, nor shall anything be done or caused to be done to any of said Sites that shall become or be an unreasonable annoyance or nuisance to an Owner of another Site.

Animals – No animals shall be kept or maintained on the Land, except the usual domestic household pets which shall be kept confined to the Owner's Site or attached to a leash so as not to become a nuisance.

Limited Access – There shall be no access to any Site on the perimeter of the Land except from designated roads within the Land.

Unsightliness – No unsightliness shall be permitted on any Site. This includes but not limited to:

No hanging clothes or fabrics

No signs unless approved by the Board of Managers

No Refuse – All garbage containers must be enclosed in an approved structure.

No temporary structures including trailers and tents.

Parking and Storage – Parking of passenger vehicles on any Site is permitted only within parking spaces constructed pursuant to approval by the Board of Managers. Any non-passenger vehicle, boat, camper, recreation equipment, garden equipment, etc., shall be stored in an approved enclosed structure.

Hazardous Activities – No activities shall be conducted on any Site which are or might be unsafe or hazardous to any person or property. This includes no discharging of firearms, no open fires except in a contained BBQ unit while attended and in use for cooking purposes.

Occupancy – No portion of a Site shall be used for living/sleeping purposes other than rooms designed for such purpose. No living/sleeping room shall be used by more persons than it was designed to accommodate.

Waste Removal - All occupants should be informed that trash and recycling containers should be set out in the morning on collection days and returned to the residence and stored after pick up. No containers should be stored outside.

REGISTRATION FOR  
NON-OWNER OCCUPANCY  
MERIDIAN LAKE PARK CORPORATION

**OWNER INFORMATION**

Name \_\_\_\_\_

Meridian Lake  
Address \_\_\_\_\_

Phone Number  
\_\_\_\_\_

Email Address  
\_\_\_\_\_

Additional Home Address  
\_\_\_\_\_

**PROPERTY / PROPERTY MGMT INFORMATION**

Property Management Company  
\_\_\_\_\_

PM Contact Name  
\_\_\_\_\_

PM Contact Phone Number \_\_\_\_\_

PM Emergency Phone Number \_\_\_\_\_

Occupancy Capacity of Your House (Number of Bedrooms X 2.5)  
\_\_\_\_\_

Type of Occupancy (Short-Term or Long-Term) \_\_\_\_\_

Colorado Sales Tax # (if applicable)  
\_\_\_\_\_

**\*\*Please provide a copy of the "Notice to Occupant document to non-owner tenants.**

“As a property owner within MLPC, I understand that non-owner occupants are subject to the same covenants and restrictions of MLPC. Also, as the owner, I am responsible for any violations committed by non-owner tenants”.

**\*\*Please provide a copy of any required State or County License.**

**\*\*Please inform your neighbors that your house may be non-owner occupied, and provide property management/emergency contact information to your neighbors.**

Signature of Owner \_\_\_\_\_

Date \_\_\_\_\_