

## Vision

This policy is designed to clarify expectations of Resident Owners (RO), Non-Resident Owners (NRO), and Resident Non-Owners (RNO; Renters) in CoHo.

## Needs

- **Connection.** Helps prospective RNOs build connections with the community prior to deciding whether to move in.
- **Clarity.** Clearly defines the process for finding RNOs and for becoming a RNO, plus responsibilities and rights of RNOs.
- **Communication.** Encourages open sharing and communication via buddy and clearness committee.
- **Ease.** Supports a smoother transition for Owners and prospective RNOs.

## Vision and Values, Purpose Statement

This Rental Policy supports our community values of:

- **Sharing Our Lives.** Connection is the foundation of our community and welcoming new RNOs is an ongoing connection process.
- **Safety and Trust.** This policy provides both the prospective RNO and the community an opportunity to build trust through process.
- **Purpose Statement/Enrich Our Lives and Refresh Our Spirits Through Connection and Cooperation.** Prospective RNOs add a new dimension and energy to the community.

## Scope

This policy applies to:

- Resident Owners (RO) who have housemates
- Resident Owners (RO) or Non-Resident Owners (NRO) who rent part or all of a unit they own
- Resident Non-Owners (RNO), who are renters or guests who stay more than 45 consecutive days at CoHo

Entire units that are rented will be counted by the board, and will adhere to the percentage limits set by the bylaws.

## Background Information

CoHo's Membership Team helps Owners and prospective RNOs start and end the rental process, and provides orientation assistance to RNOs.

Although the rental application process tends to be relatively brief, the community does value having time to connect with prospective RNOs.

## Policy

- 1) When searching for a RNO, Owners with rooms or entire units to rent are strongly encouraged to take the following steps:
  - a) Publicize the need for a RNO to CoHo members, Associates, and Friends of CoHo.
  - b) Send an email on CoHoPublic (subscribers have expressed an interest in being notified when a unit is available for rent).
  - c) Post information about the rental opportunity on the CoHo website.
  - d) If no one in the CoHo community knows of a potential RNO, seek someone outside of the CoHo community.
- 2) Prospective RNOs complete the steps described in the RNO application and agreement form and have at least one Clearness Committee prior to move-in.
- 3) Owners and Non-Resident Owners assume responsibility for RNO's adherence to CoHo bylaws, policies and consensus decisions.
- 4) In addition, Non-Resident Owners:
  - arrange for a Resident Owner to be a buddy to the RNO in their unit and
  - contribute Workshare via 1) RNO or 2) other workers or 3) other arrangements.
- 5) RNOs have both rights and responsibilities which are listed in the CoHo Membership Guidelines document.
- 6) RNOs participate in our exit process when leaving the community.

## Related Documents

See the most recent versions of these documents (dates omitted to avoid frequent revision of this document when related documents are updated)

CoHoMembershipGuidelines

ParticipationPolicy

ResidentNonOwnerPaperwork

OrientationGuide

## Revision History

This policy was created and initially approved 20060507

It was revised and approved 20080921

It was again revised and approved 20121021

It was revised again because related documents were revised 20130801