

Purpose

No policy can foresee all circumstances. The intent of this policy is to provide a mechanism for homeowners to request that the HOA board apply their collective judgment to the specific details of a specific situation to consider whether or not a variance from a policy should be granted.

Variance Request Procedure

The homeowner should provide the following in writing to the HOA board:

- 1) Precise details of policy variance being requested.
- 2) A written argument for why this variance should be granted.
- 3) Any supporting evidence or data. If the variance could have any effect on other homeowners, written opinions of the affected homeowners should be provided.

HOA Board Variance Consideration Procedure

The HOA Board shall consider all of the information provided with the variance request and provide a response within 30 days of the request. The response shall be one of the following:

- 1) A request for a re-submittal of the request with additional information. At the board's discretion, this additional information may include an in person discussion between the submitter and one or more members of the HOA board.
- 2) A decision based on majority vote of the HOA board.

When making its decision, the board should consider at least the following:

- 1) Whether or not the variance request is consistent with the goals of the relevant policy.
- 2) Whether or not to consider changing the relevant policy to encompass the variance being requested.