



961 Arrowhead Drive
Pocono Lake, PA 18347
570-646-1771

Arrowhead Lake Community Association Long-Term Rental Policy

Effective Date: January 1, 2023

PURPOSE: This policy is relating to the use and regulation of long-term rental units within Arrowhead Lake planned community. This policy will address registrations, procedures, enforcement, and penalties for violations of this policy and the Rules and Regulations of the Association.

SCOPE:

A. The provisions of this policy shall apply to all long-term rental units within Arrowhead Lake planned community. Long-term renting homeowners shall be responsible for ensuring their and their tenants' compliance with this policy. Failure of a long-term renting homeowner, agency, managing agency, property manager, local contact person, or tenant to comply with the provisions of this policy shall be deemed as noncompliance by the owner of the long-term rental unit.

B. The Arrowhead Lake Board of Directors adopted this policy on December 3, 2022.

DEFINITIONS:

ALCA: Arrowhead Lake Community Association

LONG-TERM RENTAL PROPERTY: Any dwelling unit utilized as a single-family residence and rented for greater than or equal to 30 days.

PERSON IN CHARGE: A person, agent, or property manager, with the authority to represent the owner for purposes of emergency/non-emergency contact and communication regarding the owner's rental property. The person in charge may be the owner of the rental property.

TENANTS: Any individual lodging overnight in a rental unit for a period of thirty days or more who is not a visitor, person in charge, or owner of the property on which a rental is located. This status provides amenity access rights, not membership rights.

VISITORS: any individual visitor or guest at a rental property who is neither the person in charge, tenant, or owner of the property on which a rental is located.

MEMBER: shall mean each Owner of a Lot in the Community, who is a mandatory Member of the Association.

MEMBER IN GOOD STANDING: shall mean a Member who is current in payment of all financial obligations due the Association, including obligations pursuant to Board-approved payment plans, and who is also currently in compliance with all other legal obligations respecting his or her property in Arrowhead and is in compliance with the Governing Documents of the Association.


POLICY:

A rental is considered long-term when any agreement between parties to rent a property is greater than or equal to 30 days. A lease agreement is required designating length, tenants, and terms of the rental.

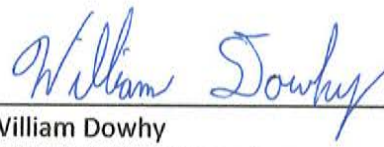


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1. Member(s) are responsible for the compliance of their tenants and visitors with all applicable ALCA, Township, County, and State rental regulations. No ALCA permit is required for long term rental properties.
2. Member(s) may utilize a Property Manager or Agent to maintain their rental. The Association must be notified of their designation and contact information. Member(s) are responsible for the actions of the designated agent or manager and will provide them with the most current rental requirements.
3. The Member(s) or Designated Agent must inform tenants of compliance with the Rules and Regulations. Member(s) remain responsible for tenant actions and any failures to comply with ALCA Covenants and Rules and Regulations.
4. Member(s) are responsible for ensuring their rental does not become a nuisance to the surrounding properties. Should a rental property receive repeated substantiated disturbance calls, the Member will be cited in accordance with the fees listed in the ALCA Rules and Regulations. All fines shall be imposed at the conclusion of all ALCA due process procedures.
5. It is the responsibility of the Member(s) or Person in Charge to submit corresponding township long term rental/tenant registration forms or documentation according to Coolbaugh or Tobyhanna Township requirements.
6. It is the responsibility of the Member(s) or Person in Charge to submit an ALCA long-term renter registration form prior to the Tenant's arrival. A valid lease agreement and \$275 application fee must be submitted with the form. Lease renewals are required annually.
7. Membership identification and gate access are based on lease terms and proper registration with each long-term initiation or renewal.
8. Tenant(s), within the term of their lease, are authorized to call in visitors to the property.
9. A tenant shall not sublet any portion of the property to any other party.
10. Member in Good Standing status is conferred from the Member(s) of the property to the Associates and Tenants linked with the property. When a Member(s) is not a Member in Good Standing, that status will affect the Associates and Tenants linked with the property.



Barbara Dolhansky
ASC/ALCA President



William Dowhy
ASC/ALCA Board Secretary



ARROWHEAD LAKE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS
RESOLUTION TO ADOPT LONG TERM RENTAL POLICY

Resolution

WHEREAS, Arrowhead Lake is a planned community located in Tobyhanna and Coolbaugh Townships, Monroe County, Pennsylvania; and

WHEREAS, all owners within the planned community are required to become members of ALCA and be bound by its governing documents; and

WHEREAS, under the ALCA governing documents, the Board of Directors is authorized to develop rules and regulations; and

WHEREAS, the Board is authorized to develop rules regarding personnel, management of common areas, and rentals within the community; and

WHEREAS, the Board has determined that the 2018 Short and Long Term Rental policy insufficiently meets present day needs; and

WHEREAS, the Board recognizes the need for a policy that delineates the requirements for Long Term Rentals from Short Term Rentals; and

WHEREAS, the ALCA Board is committed to protecting the health, safety, and welfare of its members; and

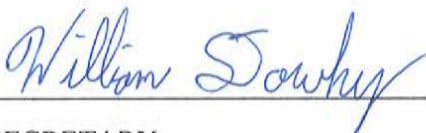
WHEREAS, pursuing these complementary goals is in the best interests of the membership;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of ALCA hereby:

- a. adopts a new Long Term Rental Policy, a copy of which is attached to this Resolution;
- b. mandates compliance with the new policy on its effective date, January 1, 2023; and
- c. mandates that the new Long Term Rental policy shall supersede the 2018 rental policy.

This Resolution is hereby adopted this 3rd day of December 2022.

ATTEST



SECRETARY

ALCA BOARD OF DIRECTORS



PRESIDENT