

CORPORATE RESOLUTION OF PARK WEST COMMUNITY ASSOCIATION, INC. REGARDING POLICIES AND PROCEDURES FOR LANDLORD COMPLIANCE WITH COMMUNITY AND COUNTY REQUIREMENTS

I, Curtis McGiffin, President of Park West Community Association, Inc. (“Association”), a non-stock corporation duly organized and existing under the laws of the Commonwealth of Virginia, hereby certify that the following is a true copy of a resolution unanimously adopted by the Board of Directors of the Association at a meeting convened and held on September 8, 2015, at which a quorum was present and voting throughout, and that such resolution is now in full force and effect and in full accordance with the provisions of the Ordinances of Fairfax County, Virginia, and the Declaration of Covenants and Restrictions (“Declaration”) and By-Laws of the Association, respectively.

WHEREAS, the Zoning Ordinance of Fairfax County, Virginia contains limitations on the occupancy of a dwelling unit and, that as a matter of right, a dwelling unit may be occupied by not more than one (1) of the following: (A) One (1) family, which may consist of one (1) person or two (2) or more persons related by blood or marriage with any number of natural children, foster children, step children or adopted children and with not to exceed two (2) roomers or boarders with a Home Occupation Permit; (B) Two (2) single parents or guardians with not more than a total of six (6) of their dependent children, including natural children, foster children, step children or adopted children, functioning as a single housekeeping unit; or (C) a group of not more than four (4) unrelated persons functioning as a single housekeeping unit;

WHEREAS, Association owners who either lease their entire residence or rent portions of such residences are responsible for formally advising their tenants as to the requirements set forth in the Declaration, rules and regulations, and other existing standards and requirements of the community; and

WHEREAS, the Board of Directors has decided that, for the benefit and protection of the members of the Association, it is desirable to formally adopt a resolution to enact the requirement to establish such standards and establish new

procedures for the same consistent with the laws of Fairfax County, and the Association's governing documents;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy and procedures are adopted to assure Landlord's compliance with County and community requirements:

1. All landlords of either all or a portion of their residences shall be in full compliance with the provisions of the Zoning Ordinance of Fairfax County, as follows:

“A dwelling unit may be occupied by not more than one (1) of the following: (A) One (1) family, which may consist of one (1) person or two (2) or more persons related by blood or marriage with any number of natural children, foster children, step children or adopted children and with not to exceed two (2) roomers or boarders with a Home Occupation Permit; (B) Two (2) single parents or guardians with not more than a total of six (6) of their dependent children, including natural children, foster children, step children or adopted children, functioning as a single housekeeping unit; or (C) a group of not more than four (4) unrelated persons functioning as a single housekeeping unit.”

2. Every resident owner renting a portion of their residences shall obtain the required Home Occupation Permit from the Fairfax County Office of Zoning Administration prior to the commencement of any lease of a portion of their residence, and such resident owner shall provide the Secretary of the Association with a copy of such Home Occupation Permit immediately upon its issuance.

3. Upon the effective date of this Resolution, every resident owner renting a portion of their residences as of the time of such effective date of this Resolution and not in compliance with the Zoning Ordinance shall have no more than thirty (30) days to obtain such Home Occupation Permit, and to present a copy of the same to the Secretary of the Association.

4. Any residence not in full compliance with the above-referenced County Zoning Ordinance cannot have access to certain amenities of the community (i.e., parking permits, pool passes, etc.) until confirmation of such full compliance is received by the Secretary of the Association.

5. All written leases within the Association shall contain a provision advising all tenants within the residence of their obligation to abide by the provisions of the governing documents, and the rules and regulations of the Association; provide that failure to comply constitutes a violation of the Association's rules; and certify that the tenants has received a copy of the Association's rules and regulations and other applicable requirements.

6. Any landlord within the Association failing to comply with this Resolution shall be in held in violation of community standards established herein, and shall be subject to all applicable sanctions of the Association.

RESOLVED FURTHER: That the Secretary of the Corporation is hereby authorized and directed to certify to any interested party that this resolution has been duly adopted, is in full force and effect, and is in accordance with the provisions of the Declaration and By-Laws of the Corporation.

I further certify that this Corporation is duly organized and existing, and has the power to take the action called for by the foregoing resolution.

Curtis McGiffin
PRESIDENT

September 8, 2015
Date

To Wit:

Joan Murphy
SECRETARY

September 8, 2015
Date