

Revision Level	1
Revision Date	17 Aug 2015
Page 1 of 4	



Minimum Acceptable Standards
Coles Crossing

Leasing Rules and Regulations

FEB 01 2016

STATE OF TEXAS §
 § KNOW ALL PERSONS BY THESE PRESENTS:
COUNTY OF HARRIS §

WHEREAS, the Board of Directors (the "Board") of Coles Crossing Community Association, Inc., a Texas non-profit corporation (the "Association") is charged with administering and enforcing that certain Declaration of Covenants, Conditions and Restrictions for Coles Crossing, recorded in the Office of the County Clerk of Harris County, Texas, under Clerk's File No. S769157, as may be supplemented and amended from time to time ("Declaration") encumbering the Coles Crossing community (the "Community"); and

WHEREAS, Article VII, Section 8 of the Declaration provides various restrictions upon the renting or leasing of Single Family Residences (as defined in the Declaration and herein so called) within the Community and the Board has determined that it is appropriate for the Association to adopt leasing rules and regulations; and

WHEREAS, the Amended and Restated By-laws of Coles Crossing Community Association, Inc. ("Bylaws") provide that a majority of the members of the Board shall constitute a quorum for the transaction of business and that the action of a majority of the members of the Board at a meeting at which a quorum is present is the action of the Board; and

WHEREAS, pursuant to Article III, Section C(1) of the Bylaws, the Board shall have the power to establish policies and make rules and regulations for the Community; and

WHEREAS, Section 204.010(a)(6) of the Texas Property Code allows a property owners' association, acting through its board of directors to regulate the use, maintenance, repair, replacement, modification, and appearance of the subdivision; and

WHEREAS, the Board held a meeting on January 26, 2015 (the "Adoption Meeting"), at which at least a majority of the members of the Board were present and duly adopted the Leasing Rules and Regulations set forth herein below (the "Leasing Rules and Regulations").

NOW, THEREFORE, to give notice of the matters set forth herein, the undersigned, being the President of the Association, does hereby certify that at the Adoption Meeting, at least a majority of the members of the Board were present and the Board duly adopted the Leasing Rules and Regulations set forth below. The Leasing Rules and Regulations are effective upon recordation of this Certificate in the Official Public Records of Harris County, Texas (the "Official Public Records"), and supplement any restrictive covenants, guidelines or policies regarding leasing which may have previously been in effect for the

This set of minimum acceptable construction standards is promulgated under the authority of the declaration of protective covenants for Coles Crossing, Harris County, Texas.

RP-2016-7829

Revision Level	1
Revision Date	17 Aug 2015
Page 2 of 4	



Community, unless such restrictive covenants, guidelines or policies are in conflict with the Leasing Rules and Regulations, in which case the terms of the Leasing Rules and Regulations will control. The Leasing Rules and Regulations are as follows:

**COLES CROSSING COMMUNITY ASSOCIATION, INC.
LEASING RULES AND REGULATIONS**

OBJECTIVE. The Leasing Rules and Regulations have been established to clarify and supplement the covenants and restrictions found in the Declaration concerning leasing of property within the Community in an attempt to facilitate cooperation by all owners for the betterment of the Community. All capitalized terms used but not defined herein shall have the meaning ascribed to such terms in the Declaration.

1. Written Lease Agreement. Any rental agreement, lease, or other agreement (herein, collectively or singularly referred to as "lease agreement") must be in writing and signed by the tenant, guest, or occupant.
2. Compliance with Governing Documents. Any lease agreements must provide that the occupant shall be, in all respects, subject to the provisions of the Declaration, Bylaws, the Rules and Regulations of the Association, and any other rules the Association may adopt from time-to-time (collectively, the "Governing Documents") and that any failure by the tenant to comply with any provisions in the Governing Documents shall be a default under the lease agreement. Each Owner who rents or leases their property must provide their tenant, guest, or occupant with a copy of the Declaration as well as any other governing document pertinent to tenant's use of the property. The lease agreement must contain the following wording or similar wording acceptable to the Board:

Tenant will abide by the Rules and Regulations for Coles Crossing, as amended, the Declaration of Covenants, Conditions and Restrictions for Coles Crossing, as amended, and the Amended and Restated Bylaws, as amended. Failure to comply with the foregoing documents or other rules adopted with respect to Coles Crossing shall constitute a default by Tenant under this Lease.

3. Owner's Responsibility. Each Owner is responsible for the conduct of tenants, guests, and occupants. Each Owner is responsible and liable for all violations and losses caused by tenants, guests, or occupants, notwithstanding the fact that such tenants are also fully liable for any such violations.
4. Single Family, Residential Use. Rental of a Single Family Residence for commercial or non-residential purposes is not allowed. Single Family Residences shall only be leased for single family, residential purposes. No more than one family shall live on or occupy any Single Family Residence. Any partial renting of a Single Family Residence must be merely incidental to the use of the dwelling as a Single Family Residence.

This set of minimum acceptable construction standards is promulgated under the authority of the declaration of protective covenants for Coles Crossing, Harris County, Texas.

RP-2016-7829



Revision Level	1
Revision Date	17 Aug 2015
Page 3 of 4	

5. Minimum Lease Term. The minimum allowable lease term is ninety (90) days. No Single Family Residence, or portion thereof, may be leased for hotel, vacation, or transient purposes.
6. Garage Apartments and Detached Structures. Garage apartments and other detached structures shall be subject to the Leasing Rules and Regulations adopted herein. Any rental of a garage apartment or detached structure must be merely incidental to the use of the property for single family, residential use.
7. Notice to Association. If an Owner leases any portion of his or her Single Family Residence or Lot, such Owner shall, prior to tenant move in, provide the Association's managing agent, in writing: (i) the name and age of the tenant and all occupants; and (ii) the Owner's contact information, including, current telephone number, e-mail address, and address, and (iii) if requested by the Association, a copy of the lease. If the Association requests a copy of the lease, sensitive personal information, such as social security and driver's license numbers may be redacted from the copy of the lease provided to the Association.
8. Certificate of Compliance. Owners who rent any portion of their property must provide the Board with a certificate signed by the Owner, prior to tenant move in, acknowledging full knowledge of the Declaration, the Leasing Rules and Regulations, and other Governing Documents. Owners must also certify that they have informed tenants, guests, or occupants of all Governing Documents of the Association and have provided copies of such documents to all tenants, guests, or occupants.
9. Prior Rental History. In order to minimize problems, it is suggested that each Owner properly screen all prospective tenants and refrain from leasing to tenants with unacceptable prior rental histories. References on each prospective tenant and occupant should be obtained and thoroughly checked. Any applicant for rental or occupant that has a criminal history or a history of being evicted should be denied rental. The Association is not responsible for determining whether a prior rental history is acceptable or whether the Owner has made a sound decision with regard to any tenant.
10. Compliance with Law. Owners, tenants, guests, and occupants must at all times comply with all federal, state, and local laws, rules, and ordinances. Failure to comply with any such law shall constitute a default under the lease agreement.
11. Disturbance or Nuisance. In addition to any provision of the Governing Documents, it is a violation of these Leasing Rules and Regulations if any tenant, guest, or occupant disturbs the rights, quiet and peaceable enjoyment, comforts or conveniences of other persons within the Community, or creates a nuisance. Tenants, guests, and occupants shall not create any nuisance or disturb others with music, noise, odors, noxious, unlawful, offensive activity, or other matters.

This set of minimum acceptable construction standards is promulgated under the authority of the declaration of protective covenants for Coles Crossing, Harris County, Texas.

RP-2016-7829



Revision Level	1
Revision Date	17 Aug 2015
Page 4 of 4	

12. Enforcement Rights. The Association reserves all enforcement rights provided in the Governing Documents against any Owner, tenant, guest, or occupant who fails to comply with these Leasing Rules and Regulations or any provision in the Governing Documents. Failure by Owners or tenants to comply with any of the provisions contained herein or in the Governing Documents shall result in the denial of any tenants or occupants to access the Common Areas or use of the amenities of the Association.

EXECUTED on the date of the acknowledgment set forth herein below, to be effective upon recordation in the Official Public Records.

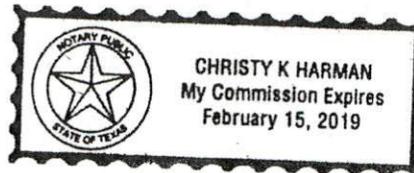
Coles Crossing Community Association, Inc.,
a Texas non-profit corporation

By: [Signature]
Fred Adams, President

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This instrument was acknowledged before me on January 29, 2015, by Fred Adams, President of Coles Crossing Community Association, Inc., a Texas non-profit corporation, on behalf of said entity.

[Signature]
Notary Public, State of Texas



WHEN RECORDED, RETURN TO:

Jonathan H. Clark
Hoover Slovacek LLP
Galleria Tower II
5051 Westheimer Rd., Suite 1200
Houston, Texas 77056

This set of minimum acceptable construction standards is promulgated under the authority of the declaration of protective covenants for Coles Crossing, Harris County, Texas.

RP-2016-7829

RP-2016-78298
Pages 5
02/26/2016 08:48 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
STAN STANART
COUNTY CLERK
Fees \$28.00

RECORDERS MEMORANDUM

This instrument was received and recorded electronically and any blackouts, additions or changes were present at the time the instrument was filed and recorded.

Any provision herein which restricts the sale, rental, or use of the described real property because of color or race is invalid and unenforceable under federal law.

THE STATE OF TEXAS
COUNTY OF HARRIS

I hereby certify that this instrument was FILED in File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED in the Official Public Records of Real Property of Harris County, Texas.



Stan Stanart

COUNTY CLERK
HARRIS COUNTY, TEXAS

RP-2016-7829