

Guidelines for Renting a Room

Jackson Hole Community Housing Trust Sustaining Our Community through Housing Collaboration-Innovation-Stewardship

The Jackson Hole Community Housing Trust is dedicated to sustaining our community through housing. It strives to 1) develop and preserve decent, affordable housing for **Income-Eligible** people who work full time in Teton County, 2) foster responsible **long-term occupancy**, 3) promote **neighborhood stability**, and 4) create stable housing opportunities in Jackson Hole. To that end, each homeowner has executed a ground lease in which they agree to its terms and conditions and share in the charitable purposes and goals of the Housing Trust.

The Housing Trust wishes to be flexible and accommodating with its homeowners as much as possible. In consideration of the housing crisis, the Housing Trust Board determined it would like to explore, on a trial basis, a conditional variance to the ground lease so that homeowners with an extra room may rent the room as long as various conditions are met. Per the ground lease, the Housing Trust has the broad and full discretion to approve or deny a subleasing request in order to preserve neighborhood stability.

Written approval by the Housing Trust may be granted as long as **all of** the following conditions are met:

- 1) Any such sublessee shall be subject to all of the provisions of the Homeowner's ground lease.
- 2) The monthly rental or occupancy fee charged the sublessee shall be approved by the Housing Trust and shall represent a fair share of only monthly housing expenses: mortgage principal & interest payments, property taxes, HOA dues, ground lease fees, insurance, and utilities. It is to be an affordable and stable rent. The security/damage deposit is to cover any clean up necessary and repair of damages, reasonable wear and tear excepted, after the tenant vacates the premises.
- 3) The owner occupies the premises with the sublessee.
- 4) The term for the sublessee's occupancy is for more than 30 days; the term of the rental agreement shall be approved by the Housing Trust.
- 5) The owner will notify the Housing Trust if there are any changes in the term of the rental agreement.
- 6) The sublessee is income-eligible (earning no more *than \$97,104.00*) and works full time (30 hrs/wk) in Teton County, WY.
- 7) The sublessee signs an acknowledgment agreeing to the terms and provisions of the Jackson Hole Community Housing Trust Ground Lease as well as the homeowner association's covenants, conditions, restrictions, and rules and regulations. A copy of the ground lease, the CC&Rs and the Rules and Regulations shall be delivered to the sublessee.
- 8) The owner and the sublessee may not use parking spaces exceeding the number of spaces allowed per the CC&R's or the HOA's rules and regulations for a unit.
- 9) If the sublessee has a pet, the total number of pets in the unit may not exceed what is allowed per the CC&R's.
- 10) An application to rent a room must be completed in detail, submitted and be approved by the Executive Director before the sublessee moves in.
- 11) The owner must inform the HOA in writing they have permission to sublet a room from the Jackson Hole Community Housing Trust.