

Grand Haven CDD GAD Policies/Decision Tree

Approved by the Grand Haven CDD Board of Supervisors 10.18.12

General Principles: The maximum # of GADs is = to the # of garage bays x 2

The GHCDD FOM is authorized to establish interim policies for cases not covered below.

Property Owners

Owner of unimproved lot: eligible for only 1 GAD assigned to a vehicle registered to property owner, or registered to business entity employing property owner, no matter where registered (snow birds)

Owner of improved lot: resides on property; eligible for GADs assigned to each vehicle registered to property owner and spouse, or registered to:

- business entity employing property owner, no matter where registered (snow birds,), up to maximum # of vehicles allowed.

Owner of improved lot: resides on property, with immediate family members (mother, father, son, daughter):

- As above, plus immediate family members must reside in GH property with show of proof (vehicles registered to relatives must show GH address or relative's drivers license must show GH address), up to maximum # of vehicles allowed.
 - All other relatives with vehicles showing no proof of GH residency must be placed on Resident's Pre-approved Visitor Gate Access List.

Owner of improved lot: does not reside on property, property rented:

- Must have properly executed lease showing date, term, names and contact information, on file with GHCDD Office
- Rental Property must be registered with GHMA on their approved forms.
- Rental Property must be registered with the City of Palm Coast on their approved forms
- Property Owner must complete GHCDD BUR Election/Transfer Form in writing
 - If elect to retain BUR, eligible for 1 GAD assigned to 1 vehicle registered to property owner, or registered to business entity employing property owner no matter where registered (snow birds)
 - If transfer BUR to tenant, the property owner is not eligible for GADs (any existing deactivated). The tenant becomes "Registered Renter" and is eligible for GADs

Tenants ("Registered and Un-registered Renters")

GH CDD Office must be provided with a properly executed lease, showing date, term, names and contact information.

In the event that the lease is a "Below Market" lease, as defined herein, the privilege of being issued a GAD shall be limited. A Below Market Lease is one in which the rental rate set forth in the lease is less than eighty percent (80%) of the average rental amount for comparable homes in Grand Haven. The GH CDD Office shall determine such average rental amount from time to time by using the HUD Fair Market Rent Data for the Palm Coast, Fl. MSA, as amended from time to time.

Below Market Leases must be provided with a properly executed lease, showing date, term, names and contact information; maximum 1 year term.

Below Market Leases to immediate family members are eligible for GADs.

Below Market Leases to all others are ineligible for GADs.

Rental Property must be registered with GHMA on their approved forms.

Rental Property must be registered with the City of Palm Coast on their approved forms.

Property Owner must complete GHCCD BUR Election/Transfer Form in writing

If Property Owner elects to retain BUR, tenant becomes an “Un-registered Renter” and is ineligible for GADs

- (tenant may be placed on Tenancy Pre-approved Gate Access List)

If Property Owner transfers BUR, tenant becomes “Registered Renter” and is eligible for GADs: GADs assigned to each vehicle registered to tenant, or registered to business entity employing tenant, no matter where registered up to maximum # of vehicles allowed

- Tenants with immediate family members (mother, father, son, daughter,): immediate family members must reside in GH property with show of proof (vehicles registered to relatives must show GH address or relative’s drivers license must show GH address), up to maximum # of vehicles allowed.
 - All other relatives with vehicles showing no proof of GH residency must be placed on Resident’s Pre-approved Visitor Gate Access List

GADs are provided for the use of authorized property owners, residing immediate family members, Registered Renters and others as approved by the CDD. The device is issued based on qualifying vehicles and garage bays, but is not tied to the vehicle per se. If a GAD device is used in a rental, friend’s vehicle, etc., a qualifying authorized person must be in that vehicle. The GAD’s are not to be leant out or given to unauthorized individuals while the property owner, residing immediate family member or Registered Renter is out of town, on vacation, etc.

Pre-approved Visitor Gate Access Lists (Call to house not required): Limited to **6** total per property address (override possible)

- Residents’ (Property Owners and Tenants) Lists: Visitors, Guests, Relatives not living in GH
- Property Owners of Unimproved Lots
- Property Owners who have transferred their BUR to tenants (“Absentee Landlords”)
- Tenancy (“Un-registered Renters”)
- Commercial Vendors: Hours Set, generally Mon. – Sat., 7 am – 7 pm.
 - GHCCD Contractors
 - GHMA PLM Contractors
 - AMG Employees
 - Escalante Golf Club/Course Employees
 - Miscellaneous residential commercial contractors, vendors