

EXHIBIT A

Glenpark Owners Association Reasonable Accommodation/Reasonable Modification Policy:

With the knowledge that: (1) all individuals are afforded the right to live in their communities; (2) individuals with disabilities may have needs that are different than individuals without disabilities so they may exercise this right, and; (3) individuals with disabilities are in the best position to determine what they need, it shall be the policy of the Glenpark Homeowners Association to make or permit reasonable accommodations and/or modifications as applicable and as necessary so that all members of the Glenpark neighborhood shall have an equal opportunity to use and enjoy their homes and the neighborhood. A “reasonable accommodation” is a change, exception, or adjustment to a rule, policy, practice, or service that may be necessary for a person with a disability to have an equal opportunity to use and enjoy a dwelling, including public and common use spaces. A “reasonable modification” is any change to the public or common use areas of a building or any change to a dwelling unit necessary to afford a person with a disability full use and enjoyment of the premises.

Upon receipt of a request for a reasonable accommodation or modification in writing or orally from a requesting member (the “requestor”) (if oral, the request shall be documented by the individual who receives the request identifying the requestor’s name, unit number, and date of request, detailing the reasonable accommodation or modification requested, and indicating to whom the request was made), the request shall be forwarded to the Glenpark Homeowners Association Board of Directors (the “Glenpark Board”) and placed on an emergency meeting calendar to occur within ten (10) days of receipt of the request for review, consideration and determination.

In the event that a disability is not obvious, the Glenpark Board or its agents may require proof that the requestor has a disability, including asking the requestor to provide written verification from the requestor’s healthcare or mental health provider that the requestor has a disability, but shall not require more specific information about the nature or extent of the disability than that reasonably necessary to appreciate the disability. If the need for the requested accommodation or modification is not obvious, the Glenpark Board or its agents may ask the requestor how the requested accommodation or modification is necessary to accommodate the individual’s disability to assist that person in using or enjoying the Glenpark Property. The Glenpark Board or its agents may ask the requestor to provide written verification from the individual’s healthcare or mental health provider about how the requested accommodation or modification is necessary to accommodate the requestor’s disability. Until sufficient

information required to make a determination is provided to the Glenpark Board, the request shall not be deemed complete and the time period in paragraph two (2) above shall not commence.

If a requestor demonstrates (a) the existence of a disability and (b) a nexus between the disability and the requested accommodation or modification, the Glenpark Board shall grant the request for a reasonable accommodation or modification relating to the disability unless doing so would impose an undue financial and/or administrative burden or would fundamentally alter the nature of Glenpark's operations. The foregoing shall not alter the respective obligations of either the Glenpark Board or the requestor regarding the bearing of costs associated with the accommodation and/or modification. The foregoing also does not prohibit the Glenpark Board from discussing alternative accommodations or modifications that would effectively address the requestor's disability-related needs without causing a fundamental alteration of Glenpark's operations or without imposing an undue financial and/or administrative burden on Glenpark, or otherwise from engaging in the interactive process. The Glenpark Board's final decision on the request for a reasonable accommodation or modification shall be delivered to the requestor in writing as soon as is practical but, in any event, no later than five (5) business days after the Glenpark Board made the decision.

If the modification request is granted, the approval will identify whether Glenpark or the requestor will be responsible for the costs of any such modification. If the accommodation request is granted, the resident will not be responsible for any associated cost.

If the accommodation or modification request is denied, the requestor shall be provided with the reason for the denial. The requestor shall have fifteen (15) days to appeal the decision to the Glenpark Board. In the appeal, the requestor shall summarize the appeal's basis. Said appeal shall be delivered to the President of the Glenpark Board or their designee. If the Glenpark Board needs more information on appeal regarding the accommodation or modification request, it shall notify the requestor of a meeting with the Glenpark Board to be held within fifteen (15) days.

If the requestor believes that a request has been denied unlawfully or that the response has been delayed unreasonably, the requestor may file a complaint with the U.S. Department of Housing and Urban Development, <https://www.hud.gov/fairhousing/fileacomplaint>, and the U.S. Department of Justice, Civil Rights Division, <https://civilrights.justice.gov/>.

EXHIBIT B

Pindell-Wilson Property Management Reasonable Accommodation/Reasonable Modification Policy:

In its role as community manager for homeowners associations, Pindell-Wilson Property Management (“Pindell-Wilson”) will work with the board of directors for each association it manages to respond promptly to reasonable accommodation or reasonable modification requests and to facilitate reasonable accommodations and/or modifications as directed by the board so that all members of said neighborhood shall have an equal opportunity to use and enjoy their homes and the neighborhood. A “reasonable accommodation” is a change, exception, or adjustment to a rule, policy, practice, or service that may be necessary for a person with a disability to have an equal opportunity to use and enjoy a dwelling, including public and common use spaces. A “reasonable modification” is any change to the public or common use areas of a building or any change to a dwelling unit necessary to afford a person with a disability full use and enjoyment of the premises.

In the event that a disability is not obvious, the board or its agents may require proof that the requestor has a disability, including asking the requestor to provide written verification from the requestor’s healthcare or mental health provider that the requestor has a disability, but shall not require more specific information about the nature or extent of the disability than that reasonably necessary to appreciate the disability. If the need for the requested accommodation or modification is not obvious, the board or its agents may ask the requestor how the requested accommodation or modification is necessary to accommodate the individual’s disability to assist that person in using or enjoying the property in question. The board or its agents may ask the requestor to provide written verification from the individual’s healthcare or mental health provider about how the requested accommodation or modification is necessary to accommodate the requestor’s disability.

Upon receipt of a request for a reasonable accommodation or modification in writing or orally from a requesting member (the “requestor”) (if oral, the request shall be documented by the individual who receives the request identifying the requestor’s name, unit number, and date of request, detailing the reasonable accommodation or modification requested, and indicating to whom the request was made), Pindell-Wilson shall promptly forward the request to the association’s board of directors and facilitate discussion of the same. Pindell-Wilson will comply with any internal policies adopted by a board related to accommodation requests. The final decision regarding granting the request rests with the board.

If the requestor believes that a request has been denied unlawfully or that the response has been delayed unreasonably, the requestor may file a complaint with the U.S. Department of Housing and Urban Development, <https://www.hud.gov/fairhousing/fileacomplaint>, and the U.S. Department of Justice, Civil Rights Division, <https://civilrights.justice.gov/>.