RE: University Commons Occupancy Management Measures
DATE: 2/5/20

The following occupancy Management Measures will maintain residential occupancy within the Project as consistent with the Project Approvals.

1. The maximum number of adult residents permitted within the Project is 894 which will not be exceeded.
2. As part of determining maximum Project residential occupancy, Owner will determine the number of residents allowed within each floor plan within the Project.
3. Occupancy will be strictly limited to one resident per bedroom unless otherwise designated to accommodate double occupancy for specific unit types. An additional minor child being twelve (12) months of age or less who occupies the same bedroom with the child's parent or legal guardian, will be permitted in addition to the bedroom occupancy guidelines as defined above.
4. Owner will use leasing software (One Site or the equivalent) to monitor maximum project occupancy and compliance through leasing agreements with residents.
5. Owner will perform Quarterly unit inspections, for purposes of monitoring compliance with lease terms and occupancy requirements.
6. Owner will limit the issuance of unit keys to residents legally occupying units within the Project under a current lease.
7. Entrances to residential buildings within the Project will be secure, with electronic "key" required for entry.
8. A fee will be charged for replacement of lost key to prevent duplication of keys. Management will inventory the controlled access system monthly, to ensure that missing or lost keys are deleted from the access system.
9. Owner will enforce lease terms regarding maximum unit occupancy, including initiating eviction proceedings for residents sharing their units with non-permitted occupants following receipt of a notice to comply by Owner.
10. Owner will issue temporary parking passes for guest parking spaces in the Project, which will be clearly marked with the time period for which the guest pass is valid. Cars with missing or expired guest passes will be towed.
11. Owner will regularly monitor guest parking within the Project to ensure that guest parking spaces are not regularly used by non-residents.