

The Community Playbook

Who Can Change What?

A visual guide to amending Utah HOA rules, bylaws, and declarations.

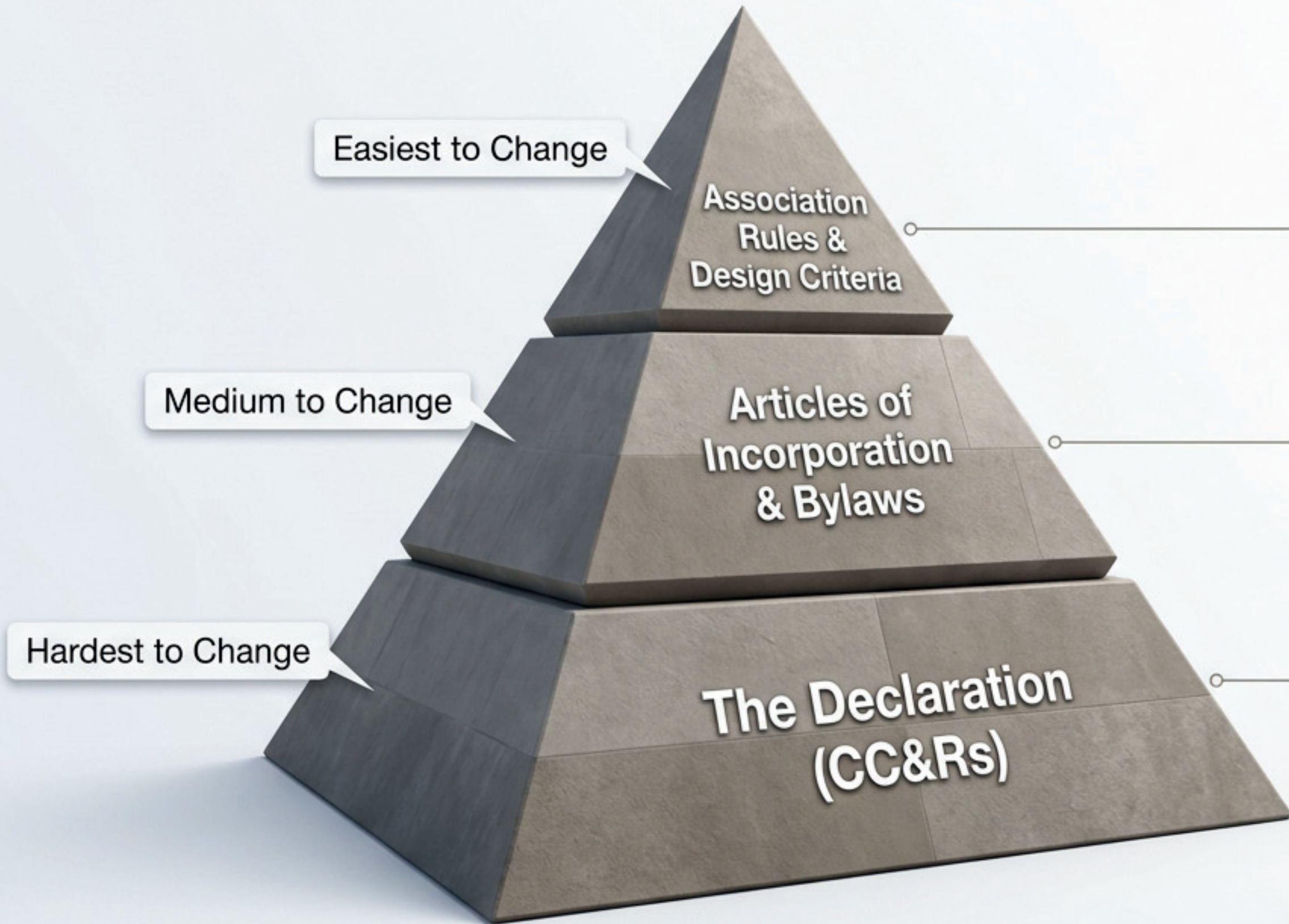


Board
Power



Homeowner
Power





Easiest to Change

Association Rules & Design Criteria

Medium to Change

Articles of Incorporation & Bylaws

Hardest to Change

The Declaration (CC&Rs)

State law organizes community documents into a specific ladder.

The higher the document is on the pyramid, the easier it is to change.

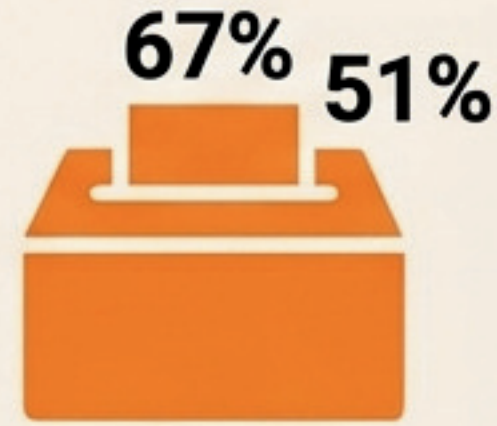
The foundational documents at the **bottom require the most agreement.**

Amending the Declaration: The Hardest to Change



The Board Cannot Amend

By law, the board of directors does not have the power to change the Declaration on its own.



The Homeowners Decide

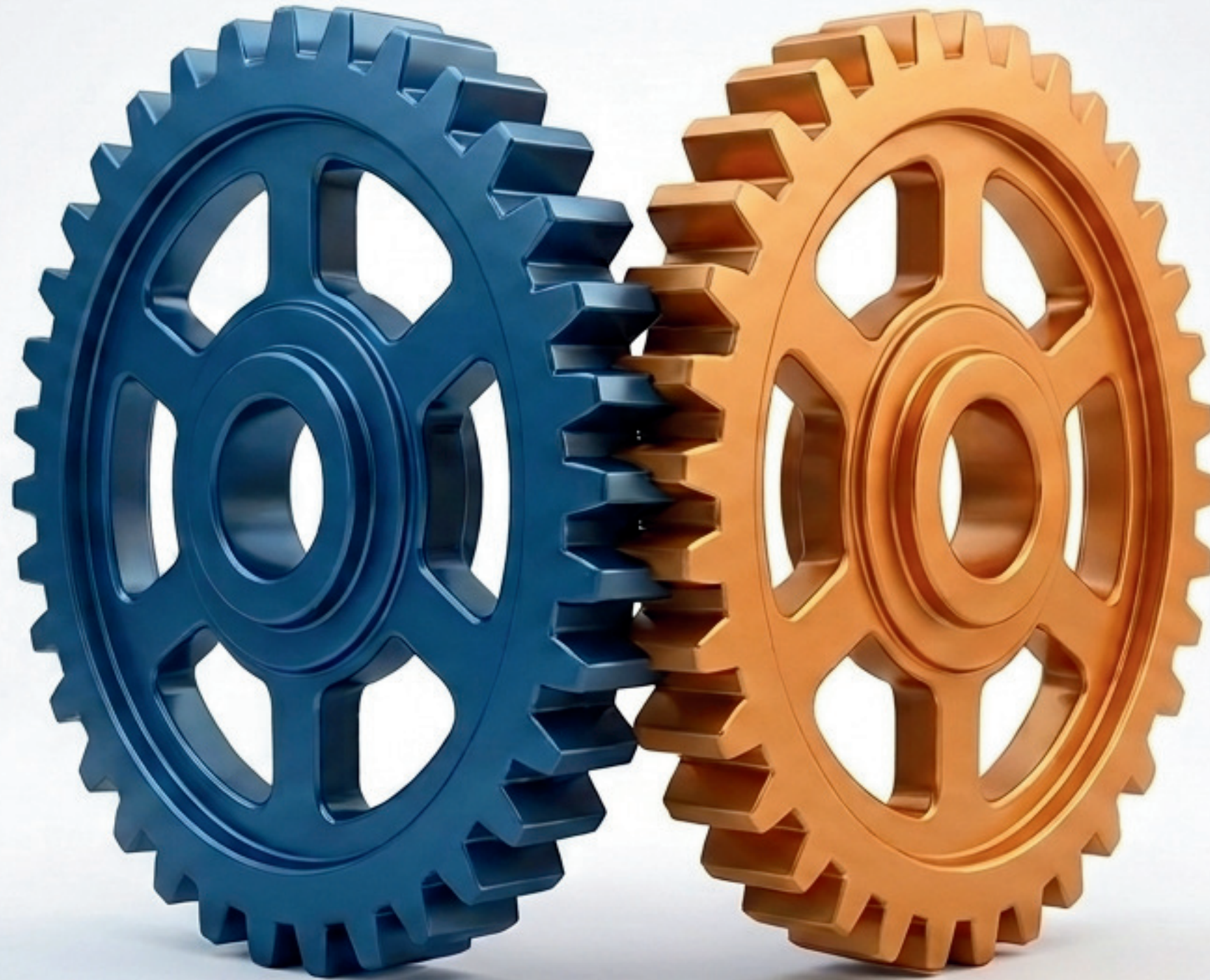
To change the Declaration, homeowners must vote. State law caps the required approval at 67% of all voting interests, or a simple majority at a meeting where at least 51% of homeowners are present.

HOA Amendment Process: Roles & Collaboration

Propose & Manage

The board can make minor, administrative updates without a vote (like changing the HOA's mailing address). For big

changes, the board drafts the amendment and proposes it to the community.



Review & Approve

If a change affects homeowner voting rights, class rules, or major community operations, the homeowners must vote to approve it.

The gears must turn together to make major changes.

Rule Change Process



Step 1: 15 Days Before

Board must deliver written notice to all homeowners that a rule change is being considered.

Step 2: The Meeting

Board must hold an open forum to let homeowners speak before the board takes a vote.

Step 3: 15 Days After

Board must deliver a final copy of the new rule to all homeowners within 15 days of passing it.



Emergency rule? The board can skip the first 15-day notice if there is an imminent risk of harm to people or property.

Homeowner Veto Power

The 51% Veto Power

Homeowners are not powerless against board decisions. If you disagree with a new rule, budget, or reserve fund, you can block it with a majority vote.

Board Rules

Budgets

Reserve Funds

- 1. Gather the Community**
Call a special meeting.
- 2. Hit the Target**
Get a 51% vote of disapproval from all voting interests.
- 3. Beat the Clock**
You have 60 days to veto a new rule, and 45 days to veto a budget or reserve fund item.

Governance Documents & Veto Powers

Document Type	Board Power	Homeowner Power	Timeline / Vote Required
Declaration (CC&Rs)	Cannot Amend	Approves Amendments	Up to 67% vote, or majority at a 51% quorum.
Bylaws & Articles	Proposes & makes minor updates	Approves major changes	Varies by community bylaws.
Rules & Design Criteria	Creates & Amends	Veto Power	Board votes; Owners can veto with 51% within 60 days.
Budgets & Reserves	Drafts & Adopts	Veto Power	Board votes; Owners can veto with 51% within 45 days.

Key Homeowner Rights & Processes



Know Your Level

This pyramid represents the hierarchy of governing documents. The Declaration (CC& at the top and hardest to amend, followed by Articles & Bylaws, and then Rules & Budgets, which are easier to change. Always check which document you are changing.



Process is Law

Boards must follow the strict 15-day notice and open forum timelines. Rushing a rule makes it invalid.



The Magic Number

Homeowners hold the ultimate defensive shield. 51% of the community can block any new rule or budget within the legal window.