

## **Policy # 2: Enforcement**

- Any owner who is in violation of the HOA recorded instruments and recorded documents (Declaration, Policies & Procedures, etc.) will be held accountable for damages, fees, fines and related legal costs.
- All owners are responsible for the action/conduct of their family, guests, agents, occupants, or tenants.
- The Board may assess damage charges against an owner for any losses to the Association from property damage or destruction of property within the Common Area, by the owner or owner's family, guests, agents, occupants, or tenants.
- The on-site manager shall have the authority to send a notice requesting compliance of alleged violations and informing the owner and/or resident of the probable fines and/or fee assessments.
- The on-site manager will notify the Board of the violation and will send out a certified letter that includes a description of the violation and the amount of the fines and/or fees to be assessed to the owner's account according to each documented occurrence or each day of violation.
- An owner may, no later than thirty- (30) days after the receipt of the certified letter, request a hearing (in writing) before the Board to contest the fine and/or fee assessment.
- If the owner has been given notice and a reasonable opportunity to cure a similar violation within the proceeding six- (6) months, the HOA does not have to provide another cure period.
- The range of fines per day/per each occurrence is \$25.00 to \$200.00.
- **NOTE:** No provision in this policy shall be in conflict with or applicable to any provision of Policy # 4: Vehicle Operation, Parking and Related Matters.
- **ACC REQUESTS:** Approved requests by the Architectural Control Committee are only valid for six (6) months from the date of approval. After the expiration date occurs, a new ACC request will have to be submitted and approved. The cost to remove any modification that was not previously approved by the Architectural Control Committee (e.g. front doors, windows, landscaping, etc.) shall be borne by the homeowner.