

Homeplace I at Adams Farm Townhomes Association, Inc. Fine Violation and Privilege Suspension System

A. NOTICE OF VIOLATION

A letter describing the violation and citing the appropriate Governing Document language will be sent by mail to the homeowner. The letter will explain that the homeowner has ten (10) days to correct the violation or to contact the Association, or the property management company, to arrange for an extension. (If the violation is a one day event or condition and not an ongoing violation this first letter will not be sent.)

If the violation is not remedied within the ten (10) days (or the violation is a one day event or condition and not a continuing violation), a second letter will be sent certified mail, or overnight delivery, and first class mail, giving notice of the date, time, and location of a hearing scheduled for the matter.

B. HEARING

The Board of Directors, or a panel appointed by the Board of Directors, will conduct a hearing to determine if the homeowner is in compliance with the Governing Documents and to hear any aggravating or mitigating factors. The homeowner will have a full opportunity to explain why they are not in violation of the Governing Documents and/or an opportunity to request a waiver.

Upon gathering all necessary information the Board, or appointed panel, will deliberate outside the presence of the homeowner and render a decision. Written notification of the decision will be sent to the homeowner.

C. FINES

Any fine assessed will begin to accrue no earlier than five (5) days after the written decision is mailed. The fine amount imposed can be up to \$100.00 per event, or up to \$100.00 per day for a continuing violation.

A lien may be placed upon the property to secure any unpaid fine amounts. Please note that the Governing Documents of the Association grant the Association the Authority to foreclose upon property for fines owed to the Association.

D. SUSPENSION OF PRIVILEGES AND/OR SERVICES

Any suspension of privileges or services will begin no earlier than five (5) days after the written decision is mailed.