



Alesbury Home Owners Association



Policy Resolution # 2002-00

Rules Enforcement Policy

WHEREAS Article V of the Bylaws grant the Board of Directors with the power to conduct Association business and, to protect community harmony by providing guidelines and a procedure to address conditions that disrupt that harmony,

LET IT BE RESOLVED THAT the following rules enforcement procedures will be followed:

The Board of Directors (or Property Manager) is authorized to enforce the Rules as outlined in the Rules and Regulations.

1. Rules violations are to be reported to the Board of Directors (or Property Manager) in writing and signed by the complainant. The complaint will be investigated as soon as possible.
2. If the report of violation is accurate, written notice will be sent to the Owner. The first notice of the violation will be regarded as a warning, unless otherwise stipulated in the Association Rules.
3. If the violation is not cleared within 30 days (or the time period allowed by notice if longer) a second written notice will be sent to the Owner. The second notice of the violation will also be regarded as a warning, unless otherwise stipulated in the Association Rules.
4. If the violation is not cleared within 60 days or is repeated a second time within 90 days, a fine will be levied against the Owner in accordance with the Schedule of Fines Policy until the violation is cleared.
5. All Fines are subject to the Collection Policy if unpaid.
6. Appeal Process for Fines:

Any Owner receiving a Fine, who believes no violation has occurred, may submit a written explanation to the Board of Directors (BOD).

Upon the BOD's receipt of written Appeal from Homeowner, The ARC will suspend the assessment of additional fines. Any unpaid fines assessed to this point remain the responsibility of the Homeowner and will continue to accrue interest and late fees, and should be paid.

The BOD will review the Appeal and will make a determination regarding the violation in question. The BOD will notify the Homeowner and the ARC of their decision regarding the violation within 15 days of receipt of the Appeal.

Should the BOD determine that there is no violation (*for* the Homeowner), written notification will be provided to the Homeowner and the ARC, and any fines and fees previously paid will be refunded to the Homeowner.

Should the BOD determine that there is a violation (*against* the Homeowner), written notification will be provided to the Homeowner and the ARC, and the assessment of fines will be resumed as of the date of notification. The fines will continue until the violation is remedied.

Recorded in the Book of Minutes: July 10, 2002

Signed: _____, 200__

President, Board of Directors
Alesbury Home Owners Association