



PIPER' S RIDGE OWNERS' ASSOCIATION, INC.
ENFORCEMENT POLICY

Enforcement Policy: The Board of Directors has adopted the following procedures and practices for the enforcement of the provisions of the Declarations of Covenants and Restrictions for Piper's Ridge Owners' Association:

This policy applies to any violation of the Restrictive Covenants for this Association. The Board of Directors shall follow the following policies:

FIRST NOTICE

Prior to imposing a fine, the Board of Directors must give an owner a written notice of violation, an acceptable statement as to how to remediate the situation and be given a reasonable opportunity to correct the violation. As soon as reasonably possible after the violation is discovered, the Board of Directors shall send the owner and resident shall be sent a Certified Letter via US Mail, Return Receipt Requested.

The First Notice shall contain the following information:

1. Reference to the provision of the Covenants which is being violated;
2. The nature, description and location of the violation, including any property damage caused by the Owner;
3. Information on what specifically must be done to correct the violation;
4. The amount of the proposed fine or the amount claimed to be due from the owner for property damage;
5. A copy of the enforcement policy;
6. A statement that no later than 15 Days from the date of the Owner's receipt of the First Notice, that one of the following actions must be taken to avoid further violation of the Covenants and Restrictions and/or fines:
 - a. The violation must be corrected, or a written request for a hearing must be submitted to the Board of Directors within 15 days of the notice;
7. A statement that if none of the actions set forth are timely taken by the Owner, the Owner's membership privileges will be suspended and an applicable fine will be imposed and will become part of the owners assessment obligation;
8. A statement that the violation may be referred to legal counsel and that any Attorney's fees and costs will be charged to the Owner as an assessment if none of these actions are taken by the Owner within the allotted period.



NOTICE TO FINE APPLICATION (SECOND NOTICE)

Where the Board of Directors has observed the violation uncorrected, and has not received a written request for a hearing within (15) day period noted in the First Notice, the Board of directors, shall notify the owner and the violator (if different than the owner) that a fine is being applied to the Owner's assessment obligation and their voting rights and membership privileges will be suspended.

The Notice of Fine Application shall contain the following information:

1. The nature of the violation and date of original notice to correct or desist actions;
2. A statement that their voting rights and membership privileges will be suspended.
3. Fine: For "Minor Violations": the amount of \$2.50 per day or \$75.00 per month, whichever is less, is being applied against the owner's account for not curing the violation within the specified period of time contained in the previous notice; examples of Minor Violations include but are not limited to: prolonged parking of vehicles on the street; failure to maintain lot in an attractive manner, having signs in yard (excluding for sale, for rent, and temporary political signs,) dogs not kept on leash and causing a nuisance to residents.

Fine: For "Major Violations": a fine in the amount of \$5.00 per day or \$150 per month will be applied for not curing the violation within the specified period of time contained in the previous notice that remains unaddressed by the lot owner; Examples of Major Violations include but are not limited to: installation of structures or fences prohibited by the Covenants, Codes & Restrictions, installation of above ground pools, television or satellite dishes not meeting guidelines set forth in Covenants, fuel tanks situated so as to be visible from the street or other residences.

4. All future fines will be according to this regulation;
5. A statement that there is no limit to the number of fine applications for separate violations, which may occur, and that the matter may be referred to legal counsel for further enforcement measures if not corrected.

HEARING / APPEAL / DUE PROCESS

The following steps should be provided in the case where a homeowner has been given appropriate notice of a violation and has submitted to the Board of Directors a written request for a hearing or a written appeal to the application of a fine within the specified period of time:

1. Hearing: If the owner requests a hearing within 15 days from the date of notice of violation or notice of fines imposed, to challenge the proposed action or appeal a fine application, a hearing before the Board of Directors shall be held affording the owner a



reasonable opportunity to be heard.

The Board shall schedule the hearing no later than the 30th day after the Board receives the owner's request for a hearing. The Board shall send notice to the owner of a mutually agreed time, date and place of a hearing with an invitation to attend and produce any statements, evidence and witnesses in support of the owner's challenge to the proposed fine application or violation. Such notice shall sent no later than the 10th day before the date of the hearing.

Either the Board or the owner can request one (1) postponement for a period of not more than ten (10) days. The minutes of the meeting shall contain a written statement of the owners reason for non-compliance and the results of the hearing (whether the fine is applied or not).

2. Decision: The decision of the Board of Directors will be made in after the homeowner has been excused from the meeting.
3. Notification of Hearing Decision: Within thirty (30) days of the hearing the Board of Directors shall send notice as to their decision providing a support response for their decision. Any reasonable extension of time required by the Board of Directors shall also be noted in the response.
4. Waiver of fines (Correspondence): Contained within any correspondence sent to a homeowner, where a fine is applied, will be a notation to the homeowner that they may request waiver of the fine by appealing to the Board of Directors in writing after the violation is corrected.

Adopted by the Piper's Ridge Board on _____ day of _____, 2011

President

Attest:

Secretary