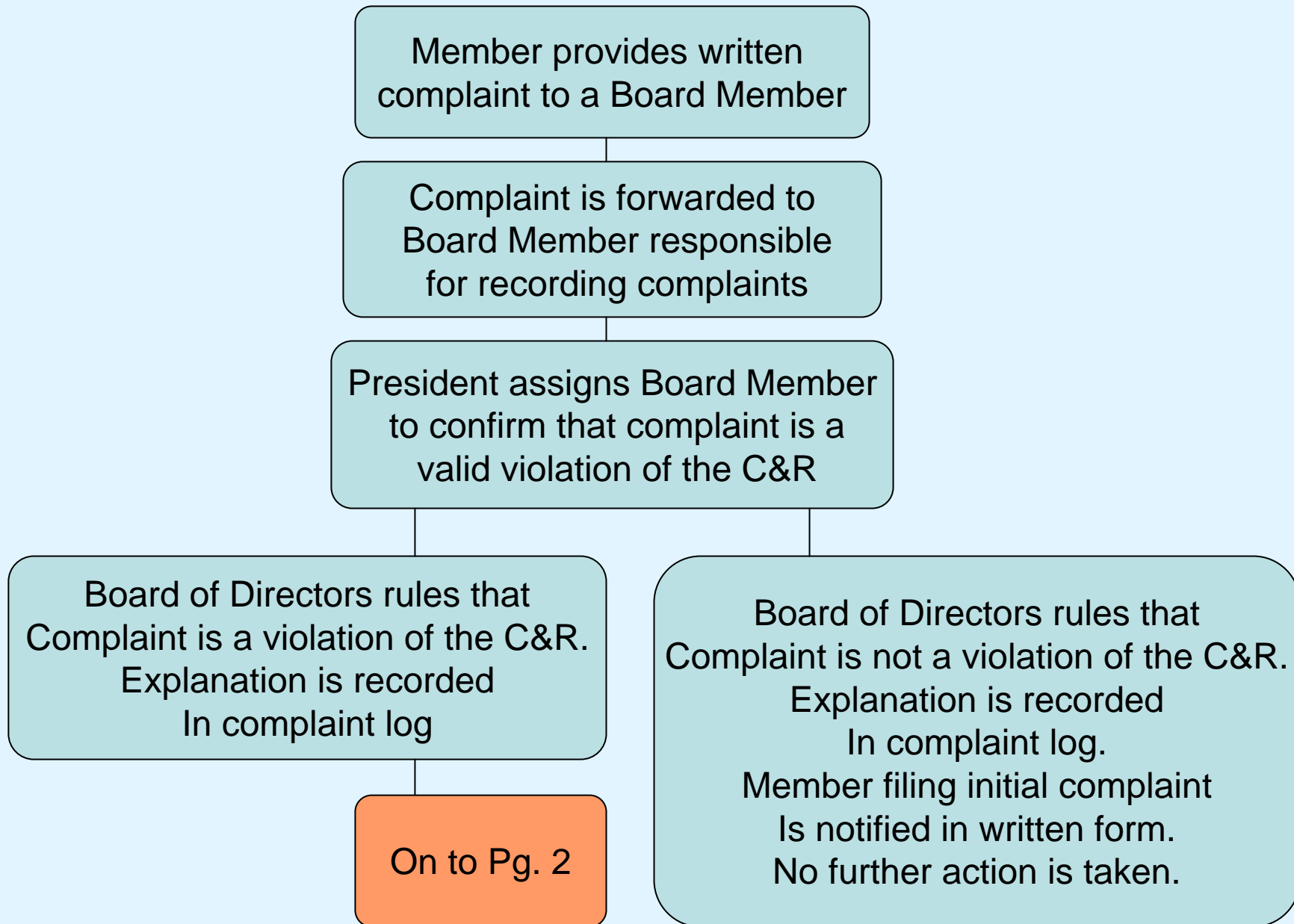


# Flowchart for Enforcement of Covenants & Restrictions (C&R)



# Flowchart for Enforcement of Covenants & Restrictions (C&R)

Board Member makes an Informal Contact w/ Member in Violation in the form of:  
1) a personal visit  
2) a phone call or  
3) a handwritten note left at the home.

Informal Contact Action recorded in Complaint Log

Member has 14 days to Correct the violation.

**Note:** If the member will require More than 14 days to correct The violation, or if the member Does not agree that they are in Violation with the C&R, the Member can request a hearing After the Formal Contact Has been made on Pg 3.

Member corrects violation. Corrective action recorded in complaint log. No further action taken.

No corrective action Taken by Member To comply w/ C&R

On to Pg. 3

# Flowchart for Enforcement of Covenants & Restrictions (C&R)

Board Member makes a Formal Contact w/ Member in Violation in the form of a written Citation delivered:

- 1) By hand
- 2) By certified mail

The Formal Contact will include:

- 1) Nature of violation
- 2) Specific Provision in C&R that is being violated
- 3) Remedy required
- 4) The member has 14 days to Complete corrective action (with calendar dated specified) or Request a hearing before the Board of Directors

Formal Contact Action recorded in Complaint Log

On to Pg. 4

# Flowchart for Enforcement of Covenants & Restrictions (C&R)

Member completes corrective action within 14 days of Formal Contact.

Corrective action recorded in Complaint Log  
No further action taken.

Member requests Hearing within 14 days of Formal Contact.

The President shall set The Time, Date and Place of hearing

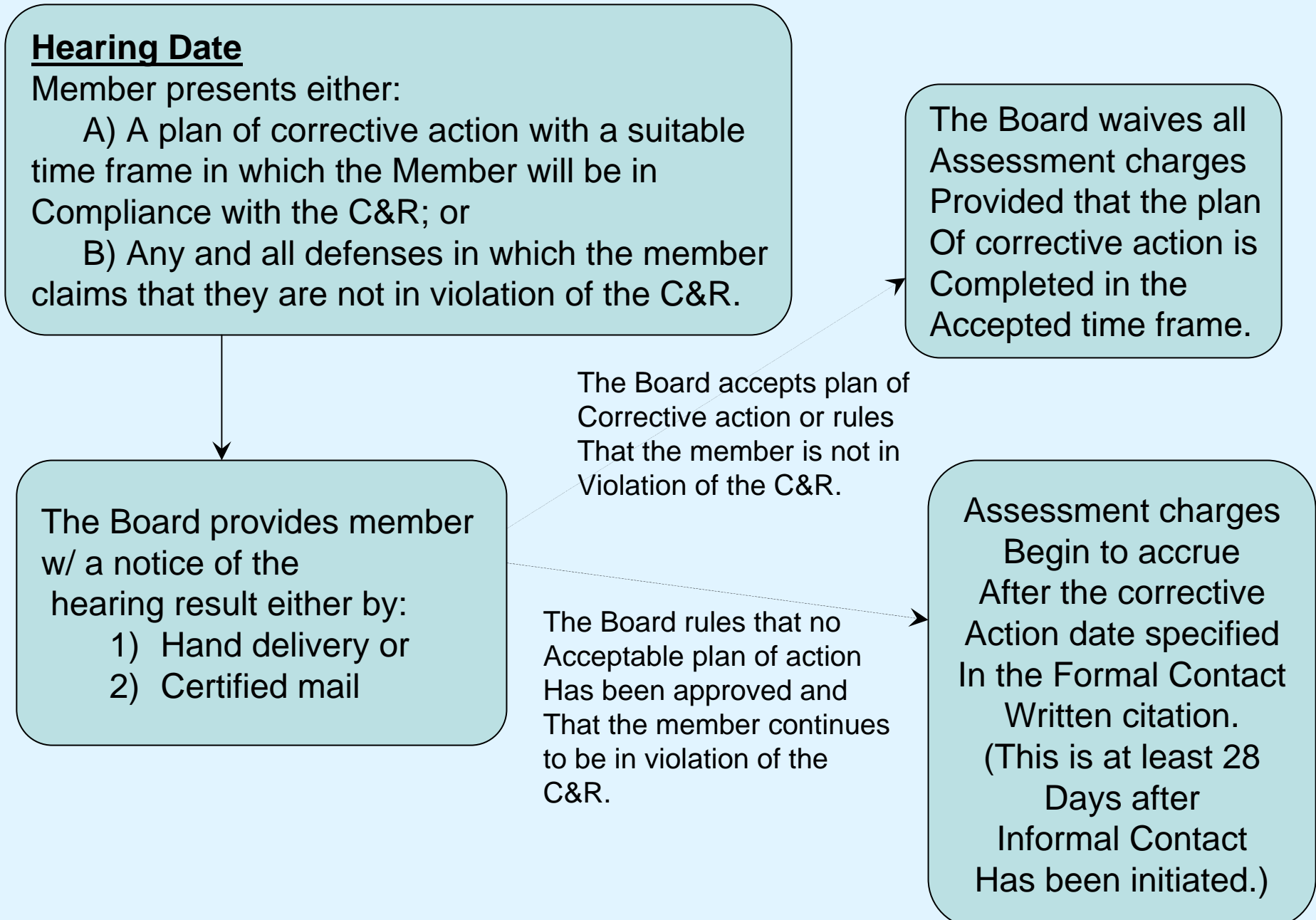
Notice of Hearing Is delivered to Member by:  
1) Hand or  
2) Certified Mail

Member takes No action.

Assessment charges Begin to accrue After the corrective Action date specified In the Formal Contact Written citation. (This is at least 28 Days after Informal Contact Has been initiated.)

On to Pg. 5

# Flowchart for Enforcement of Covenants & Restrictions (C&R)



## **Assessment Charges**

- 1) A one-time assessed charge of \$50 for each single violation
- 2) \$10 /day for up to 90 days for a continuing violation.

**Assessment charges begin to accrue  
After the corrective action date specified  
In the Formal Contact written citation.  
(This is at least 28 days after  
Informal Contact has been initiated.)**