

BURTON FARMS HOMEOWNERS' ASSOCIATION

GENERAL FINE POLICY

Updated January 1, 2025

To ensure compliance with the Burton Farms Covenants, Conditions and Restrictions (CCRs) and Rules and Regulations, the Board of Directors has updated the existing guidelines for use in assignment of fines. The fining policy steps listed below shall not be considered a pre-requisite to the Board's utilization of any other remedy or method of enforcement available to the Association under the Governing Documents.

Upon the first inspection and finding of a non-compliance issue a Courtesy Notice will be sent to you. The Courtesy Notice will indicate the date of inspection and the issue of non-compliance. The letter will request that you remedy this issue as soon as possible but no later than the next **fourteen(14)** calendar days. Note: The letter will also ask that you contact PSMT if there are circumstances causing this issue, preventing you from being able to remedy the issue or to seek assistance in the resolution of the matter if the issue exceeds **fourteen(14)** calendar days.

A re-inspection will be made after **fourteen(14)** calendar days. If at the time of re-inspection, it is determined that you have not remedied the issue of non-compliance, or contacted PSMT for assistance or to explain the extenuating circumstances, a fine will be assessed as follows:

- The fine is set at \$200.00 per issue per Violation Notice/\$50 per issue per Landscaping Violation Notice
- **Continuing Violations**: Any violation which is resolved but reoccurs at any time within ninety (90) calendar days from the date of resolution, shall be considered a continuation of the previous violation and will be enforced in accordance with the Declaration and its collection procedures or process.

If continued non-compliance of **non-landscaping** related violations occur with each re-inspection, a consecutive fine will be issued for each occurrence in the amount of \$200.00 per month. If continued non-compliance of **landscaping** related violations occurs with each re-inspection, a consecutive fine will be issued for each occurrence in the amount of \$50.00. The Board will have the option of taking legal action to remedy the issue. In addition to the fines assessed, you will also be responsible for paying all attorney's fees and court costs accrued until the issue of non-compliance is resolved. All monies collected for fines will go to the operating account of the HOA.

Prepared by: PSMT on Behalf of Burton Farms HOA
2146 N. Thompson Ln. Suite B
Murfreesboro, TN 37129

**AFFIDAVIT OF AFFIRMATIVE VOTE OR WRITTEN CONSENT
FOR FINE POLICY**

BY

VICE PRESIDENT OF BURTON FARMS HOMEOWNERS ASSOCIATION, INC.

The undersigned, Calvia Hill, Vice President of Burton Farms Homeowners Association, Inc., certifies and affirms that in accordance with the Declaration of Covenants, Conditions and Restrictions for Burton Farms, a Board meeting of the Members was held on 12 November, 2024 where a quorum of Members, present in person or by proxy, made a motion which was seconded and carried by the affirmative vote or written consent of fifty percent (50%) of the Members, that this Amendment to the Declaration of Covenants, Conditions and Restrictions for Burton Farms shall be adopted.

**BURTON FARMS
HOMEOWNERS
ASSOCIATION, INC.**



By:

Its: Vice President

STATE OF TENNESSEE)
COUNTY OF RUTHERFORD)

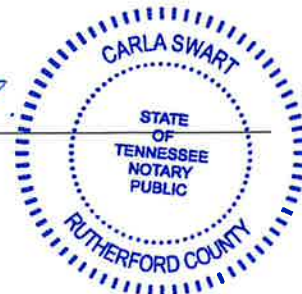
Before me, a Notary Public in and for the State and County aforesaid, personally appeared Cal Hill with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon her/his oath, acknowledged herself/himself to be the Vice President of Burton Farms Homeowners Association, Inc., and that she/he as such Secretary, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the Association by herself/himself as such Vice President.

Witness my hand and official seal at Thompson, Rutherford County, Tennessee, this 20th day of December 2024.

My Commission Expires
December 18, 2027

My Commission Expires:


Notary Public



Unapproved Exterior Improvements

1. Above Ground Pools: Homeowner will be assessed a \$500.00 fine if seen and will be sent one (1) letter demanding its immediate removal.
2. Front Yard Fence: Homeowner will be assessed a \$500.00 fine if seen and will be sent one (1) letter demanding its immediate removal.
3. Other non-approved improvements: If allowed, homeowner will be assessed a \$50 fine and must submit an ARC Application. If not allowed, homeowner must submit application for record and will be assessed a \$500 fine.

We want to bring to your attention common items that impact the overall appearance of the community. Note that if any of these items not corrected or that continue will cause a fine to be placed on your account. Note that this list is not all-inclusive.

- Any changes to the exterior of your home must be reviewed and approved by the Architectural Review Committee before the work is done. You can submit an ARC application on PSMT's website: <https://propertyolutionsmt.com/resources/>

- Lawns should be regularly maintained during the growing season to prevent overgrowth. Grass should not exceed 8in in height and weeds should regularly be pulled from flower beds. If you have a fence, please remember to maintain the grass beyond your fence that is still on your lot.

ARC Process

If you wish to make an addition or external capital improvement to your home; fences, swimming pools, decks/patios, playsets, etc., you must submit an Architectural Improvement Application to the HOA. You can submit your application online from the PSMT website – tab Resources. Your application will automatically be sent to your Community Manager, and they will forward it to the Architectural Review Committee for review. The review process can take up to 30 days, but typically a response is received in a timelier manner. Please do not commence construction or installation without approval. **If you begin construction without approval, it will be at the expense of and the responsibility of the homeowner to remove the structure and/or return the property back to the original state if it is not approved.**

You are urged to read the Burton Farms Protective Covenants & Restrictions as provided on the PSMT website. You may view the document in its entirety at the Burton Farms HOA community page from the PSMT website at psmtllc.com.

***ALL HOMEOWNERS** are responsible for the actions of their **OCCUPANTS/TENNANTS**.

If you have any questions or need assistance, please contact Luke Buffalini, Community Manager, at (615) 295-2317 or at luke@psmtllc.com.