

Carlton Landing HOA - Covenant Violation Enforcement and Fine Policy

Purpose

In accordance with Section 8.4 of the Declaration of Covenants, Conditions, and Restrictions (CC&Rs), the Association has established the following violation and fine enforcement process to promote compliance with the governing documents and maintain the integrity of the community.

Violation Enforcement Procedure

1. Initial Violation Notice

- A written violation notice will be sent to the homeowner via email and/or U.S. Mail identifying the violation and requesting corrective action.

2. Final Violation Notice

- If the violation has not been corrected within seven (7) days of the initial notice, a second and final violation notice will be issued.

3. First Fine

- If the violation remains uncorrected seven (7) days after the final violation notice is sent, a fine of **\$25.00** will be assessed to the homeowner's account.

4. Second Fine

- If the violation remains uncorrected seven (7) days after the first fine is assessed, an additional fine of **\$50.00** will be assessed.

5. Ongoing Fines

- If the violation remains uncorrected seven (7) days after the second fine is assessed, a fine of **\$100.00** will be assessed.
- Thereafter, an additional **\$100.00 fine will be assessed weekly** until the violation has been corrected.

Verification of Compliance

To stop the assessment of recurring fines, homeowners must provide written confirmation to the Association's management company that the violation has been corrected.

Fines will continue to accrue until adequate documentation has been received and the correction has been verified by the Association or its management company.