

Camden Court Home Owners Association

Violation Guidelines February, 2010

The purpose of this guideline is to establish a timeline for frequency to review and fine for the most common types of violations of the Bylaws and Rules and Regulations. It is not intended to be a complete list of all possible violations, but a summary of the most common and frequent violations.

**Board Walk Around and Violation Review Yearly Timeline**

1<sup>st</sup> Walk Around – During the month of April to look for winter damage, paint fading and rotted wood that will need to be replaced or repaired before season end. At this time we will give out the yearly paint courtesy notice of the full home/trim. Any prior year violations not remedied will begin receiving fines escalated to the next level from where they ended the prior season.

2<sup>nd</sup> Walk Around – Approximately 30 days later or by the beginning of June to follow up with what repairs have been complete along with follow up with any current violations.

3<sup>rd</sup> Walk Around – Approximately 60 days later or by the beginning of August. Review paint violations and fine for anything not completed. Continue to follow up on summer violations

Final Walk Around - Beginning of October. This is to review for completion of open violations. A final violation will be issued for the season and a final fine. Thereafter, fines will be suspended for the winter season for any violations that cannot be remedied due to weather restrictions. Fines will escalate to the next level the following season if not remedied prior to the first walk around.

Either the Management Company or one Board member will do a drive through every 2-4 weeks to review for lighting violations.

Either the Management Company or one Board Member will do a drive through at the beginning of November to check that all porch and deck furnishings are put away or covered and that all outdoor yard equipment (hose, etc) is stored for the winter.

Either the Management Company or one Board Member will do a drive through before and after every Holiday within the timeline established by the Rules and Regulations.

## **Fine Guidelines**

Full House Paint and White Trim Paint – Courtesy Notice allows 90 days

- The Board will give out house paint violations one time a year, after the April walk around. This will allow the homeowners enough time to complete their project during the season.

Porch Stain & Paint and Deck Stain & Paint – Courtesy Notice allows 30 days

Rotting Wood – Courtesy Notice allows 30 days

Fence repairs/paint/maintenance – Courtesy notice allows 30 days

Flower Bed and Tree Edging – Courtesy Notice allows 14 days

Weeds – Courtesy Notice allows 14 days

Tree Spurs and Over Growth – Courtesy Notice allows 14 days

Light Violations – Courtesy Notice allows 14 days

Fall “Put Away” – Courtesy Notice allows 14 days

Watering Lawn – Courtesy Notice allows 7 days

- Continuing violations – every 7 days

Holiday Decorations – Courtesy Notice allows 7 days

- Continuing violations – every 7 days

*\*In all cases except water holiday decorations, if the courtesy notice is not remedied within the given time frame, the first violation and all violations thereafter will escalate every 14 days.*