

## Compliance Procedure

- **First notification** – A letter of notice will be sent to the homeowner advising that if the violation is not cured within 14 days from the date of the letter, a fine could be levied by the Board. A copy of the letter will be mailed to the owner and the occupant.
- **Second notification** – If the violation is not corrected after 14 days of the date of the first notification, a letter of notice will be sent to the homeowner advising that the violation has not been cured; and, they have 14 days from the date of the second letter to request, in writing, a hearing before the Hearing Committee. If a hearing is not requested, a fine will be assessed up to \$100/day to a maximum amount of \$1,000. A certified letter will be mailed to the owner.
- If a hearing is requested, the committee will attend the hearing, hear the evidence and then advise the Board whether it agrees that a fine should be levied. If the decision is “yes,” the Board will assess the fine per Board guidelines. (See attached Summary of Deed Restrictions). If “no,” the fine will not be levied.

**Per the amendment to Declaration of Covenants, Article III:** The association could also have the homeowner go directly to the second notification step, with the date of the second letter serving as the date the process begins.

**Please note:** The Hearing Committee shall serve a one-year term and shall be appointed annually by the Board of Directors in accordance with **Declaration of Covenants, Article V.**

**Reference:** The 2016 Florida Statutes, Chapter 720.305