

OAK RIDGE OF STUART HOMEOWNERS ASSOCIATION, INC.
VIOLATION – ENFORCEMENT PROCEDURES

Updated August 2021

The following procedures have been adopted by the Board of Directors and will be used for the enforcement of the Association Documents.

1. A “Notice of Action Required” will be sent advising of the alleged violation and requesting corrective action.
2. A second and “Notice of Pending Fine” will be sent approximately 14 days after the first notice if said violation is not corrected or should occur again. The owner must correct the violation and is subject to the fine in the amount of \$100.00 as determined by the Board of Directors.
A meeting will be scheduled with the Appeals/Enforcement Committee. Failure to attend the meeting with the Committee may still result in the imposition of the fine and is subject to additional fines of \$50.00 per day up to \$1,000.00 and/or legal action if the violation is not corrected.
3. If the Enforcement/Appeals Committee upholds the fine, the owner is notified that the fine has been assessed to their unit and the violation must be corrected. Additional fines and/or legal action may be imposed for failure to comply.
4. If an owner has been fined in the past for any violation, repeat violations of the same type will have a fine imposed in the amount of \$100.00 per day up to \$1,000.00.
5. Modification Fines – Modifications made without the approval from the Modifications Committee will receive a fine in the amount of \$100.00. If the modification is not approved after the fact, the owner may be required to return the change to the original state.

Complaints or violations which can be visually verified, i.e.; posting of signs, unapproved ARC changes, boats, the need for landscape maintenance, etc., will be investigated and verified by management and responded to accordingly.

All other complaints or violations, i.e.; overnight street parking, loose animals, (owners should also call Animal Control), loud noise, music or barking dogs, failure to dispose of pet waste, speeding, etc., will require a SIGNED LETTER OF COMPLAINT. The complaint must include:

1. The date of complaint
2. The date of the alleged violation
3. The name and address of the owner allegedly making the violation
4. The type of violation
5. The name, address, and signature of the complainant

The name of the complainant is NOT revealed to the alleged violator unless required for pursuit of enforcement.