

SUNRISE RIDGE/THE HIGHLANDS HOA

RULES & REGULATIONS

FOR CC&R VIOLATIONS AND FINES

Adopted by the Board of Directors on 11 March 2011, last amended on 31 March 2015

As time passes in the community, owners may forget or not understand their responsibility to follow Covenants, Conditions and Restrictions set for the neighborhood. Article 4 and Article 8 of the Covenants, Conditions and Restrictions (CC&Rs) of the development states that Association has use restrictions and is empowered to adopt such reasonable rules and regulations as it may find to be necessary with respect to the enforcement.

If an owner/resident refuses to comply with the CC&Rs, the owner can be fined. The Board of Directors has the right to add a financial penalty to any lot that refuses to comply with the CC&Rs, By Laws, and Rules & Policies of the community. This also applies to owners who rent their properties and the renters. Homeowners are responsible for a renter's/resident's violations. Homeowner responses to "Notice of Violation" (NOV) or fines must be made to the property manager in writing by email, fax or letter. With this in mind, the Board of Directors approved the following Rules and Regulations as to fines.

FOR ALL OWNERS AND OCCUPANTS

The following table exemplifies progressive fines for continuing or subsequent violations. The time frame between each progressive NOV shall be not less than fourteen (14) calendar days. Any Fining process may be modified or contravened for violations deemed issues of imminent health, safety or potential damage to common area. Owners who are found in violation of the CC&Rs, By Laws, and Rules & Policies will be fined as outlined, in writing:

<u>NOTICE</u>	<u>DESCRIPTION</u>	<u>FINE</u>	<u>FOLLOW UP</u>
1	FIRST NOV	\$15.00	Not less than 14 calendar days
2	Second NOV	\$25.00	Not less than 14 calendar days
3	Third NOV	\$50.00	Not less than 14 calendar days
4	Fourth NOV	\$150.00 Notified by Attorney	Not less than 14 calendar days
5	Fifth NOV	\$300.00	Not less than 14 calendar days
Subsequent Notices in increments of:		\$100.00	Legal action for violation of CC&Rs

In the event an owner is fined three times and refuses to comply with the CC&Rs the following steps may be taken:

- A. The account may be turned over to the Association's Attorney for placement of a Claim of Lien against the property if the fine remains unpaid, and
- B. The Association may file an action in Superior Court for an injunction prohibiting further violations of the CC&Rs.

Homeowners have the right to appeal an adverse decision by a face to face meeting with the Board or to an Appeal Committee appointed by the Board.