

Homeowner Violations Process

Approved: 04/18/07. Revised: 10/20/10, 01/01/2020

Step 1: The Property Management Company (“PMC”) identifies a violation of the Covenants, Rules and Regulations, or Community Standards.

Step 2: The PMC immediately mails a letter to the violating homeowner informing them of:

- Their commitment, by ownership, to comply with the Covenants.
- The nature of the violation.
- The Covenant, Rule and Regulation or Community Standard being violated.
- The time frame needed to come into compliance or for the homeowner to request an extension of time to comply.
- Their need to notify the PMC, by letter, when they are in compliance.
- Failure to comply with this request will necessitate a fine as stated in the Schedule of Fines included on the web site.

Step 3: If there is still no compliance, the PMC will send a letter to the violating homeowner informing them:

- That they are being fined for non-compliance.
- That they have 14 days to mail the PMC a letter of appeal or a letter of compliance. If there is no appeal requested, the property manager will initiate the fine.
- That upon receipt of the letter of appeal, a hearing before the Fine Appeal Committee will be set for them to appeal the violation.
- If their appeal is denied or if they fail to appear at the hearing, the related fine will be instituted immediately against their HOA account.
- If their appeal is granted, the issue is closed and no further action will be taken.

References:

Declaration of Covenants, Section 16 – Architectural Control and 17.6

The State of Florida Statute, Title XL, Chapter 720.305.