

***Sandy Creek Cove
Homeowners Association***

***P.O. Box 1060
Loganville, Georgia 30052***

Revision #1:

***Fee Assessment for Non-Compliance with HOA By-Laws or
Covenant Rules and Regulations***

On April 19, 2013, the Board of Directors for the Sandy Creek Cove Home Owners Association approved and adopted the following operational policy and schedule of fees to be assessed as described for violation of current by-law or covenant rules and regulations. This policy became effective with its adoption.

The guideline adopted by the Board is a three step notification process that provides every property owner the opportunity to properly correct any rules infraction within a reasonable time frame without incurring any fine or penalty. While many violations may seem trivial, are unintentional or occur without thought, they are still a violation of the Covenants or By-Laws. This operational policy is in the best interest of our community, will assist with the protection of all property values and should ensure a consistent enforcement program is maintained.

Step #1- Courtesy telephone contact or issuance of an email notifying the property owner of a condition or issue which has been determined to be a violation and must be addressed or corrected within fifteen (15) days from initial contact. Hopefully this will be sufficient to resolve any issue.

Step #2 - Issuance of a courtesy letter to the property owner again advising of the violation and seeking assistance for voluntary corrective action which must be accomplished within fifteen (15) days from the date of the letter.

Step #3 – Issuance of an official violation letter notifying the property owner of the violation(s), recommended remedies or possible solutions which must be resolved within fifteen (15) days from the date of the letter in order to prevent further escalation.

Step #4 – Issuance of a fee assessment as described below for failure to correct the noted violation(s) within the prescribed time frame and restore the property to Covenant compliance. Note: All property owners which incur a fee assessment will be accorded the right of abatement and may within ten (10)

days from the date of the fine submit a written request to the Board for a hearing. The fine shall begin on the eleventh 11th) day from the date of the violation letter unless a hearing has been requested in writing and the hearing results in a retraction of the fine occurrence by the Board.

The fee assessment schedule is defined as follows:

All rule violations not otherwise specified herein and as detailed in the current covenant and by-law declaration will be assessed at the rate of \$25.00 per day per violation until satisfactorily corrected, With regard to all rule violations specifically related to landscape and grounds maintenance which are not corrected, the HOA is authorized under covenant rules Section VI Item 6.28 to expend such sums as are necessary to restore the property to a compliant status. All charges for this type corrective action shall become the responsibility of the property owner for reimbursement of the HOA expenditure and will be in addition to the violation assessment.

All rule violations specifically related to unauthorized architectural additions or changes to property or property appearance may be assessed at the rate of \$100.00 per day per violation until satisfactorily corrected. Any delinquent unpaid fine will become subject to the collection policy terms and conditions approved and adopted by the Board on January 18, 2013 or as currently revised and in effect.

A repeat of a violation within a twelve (12) month period will automatically invoke a doubling of fine amounts.

While we are fortunate that we have a beautiful, well maintained neighborhood, it is important that we make every effort to keep it that way. It requires a lot of work and expense to maintain a well landscaped yard or building structure and the positive result of an attractive community is a compliment to you the homeowners. The goal for all of us should be to not only enjoy where we live, but to ensure we maintain the highest property values possible while encouraging others to want to be a part of our community should that opportunity become available. We greatly appreciate your support and understanding.

As Adopted by the Board of Directors 4/19/13

Revision #1 Approved and Adopted 3/17/14

Sincerely,

*The Sandy Creek Cove Home Owners Association
Board of Directors*