

Turtle Rock Community Association, Inc.

Compliance Policy

Statement of Policy

It is the policy of the Turtle Rock Community Association to encourage voluntary compliance with the Community Covenants, By-Laws, TR Rules and Regulations and the architectural and design (ARC) restrictions of the Association as outlined in the Turtle Rock Owners' Manual (TROM). In order to foster compliance with these governing documents and restrictions applicable to all Turtle Rock Community Association owners and residents, the Board of Governors has adopted the following procedures.

Procedures

1. The Community Association Manager shall investigate matters observed or otherwise referred to them for the purpose of determining the existence of a violation. An investigation may be instigated by the Association Manager during routine neighborhood inspections, or violations may be reported in writing (email is acceptable) to the Association Manager by members of the Turtle Rock Community Association (TR owners).

2. If the Association Manager finds that a violation of the governing documents exists as outlined in the TROM, a Courtesy Notice will be mailed to the property owner at the address of record in an attempt to have the violation quickly and voluntarily remedied. If the violation is remedied within fourteen (14) days, communication in writing is made to the Community Association Manager stating the issue has been attended to and the Association Manager verifies that the violation has been remedied, no further action is taken.

3. If, after 14 days from the date of the Courtesy Notice a violation still exists, there is a reoccurrence of the same violation within one year, or there is a third occurrence of the same violation, a Letter of Final Notice will be sent via US mail to the property owner at the address of record requesting immediate remediation and providing notification that the Board may levy a fine if the issue is not resolved within 14 days of the date of the Letter of Final Notice or arrangement is made with management regarding remediation.

4. Should the violation still exist after the allotted time provided in the Letter of Final Notice, management will issue a Fining Letter via US mail to the homeowner at the address of record, and by mail to the renter of the subject property (if applicable) fourteen (14) days prior to the next TR Board of Governors meeting informing that the Board intends to levy a fine, which may be up to \$250 per day with a maximum of \$5000 per violation.

The matter will also be scheduled with the Hearing Panel to allow the owner an opportunity for a hearing. The Fining Letter will provide the date, time, and location of the Hearing Panel meeting.

5. The Hearing Panel will be convened for the purpose of determining whether to confirm or reject the fine or suspension levied by the Board. The Community Association Manager shall present to the Hearing Panel the nature of the violation, documentation of the applicable rule in violation, evidence that the Letter of Final Notice and the Fining Letter were properly sent in a timely manner. At the hearing, the offending party shall have the opportunity to present evidence to the Hearing Panel as to the reason for failure to cure the violation. Such evidence may also be submitted in writing if attendance during the Hearing meeting is not possible. The decision of the Hearing Panel is final. Should the Hearing Panel uphold the fine levied by the Board, such fine will begin 14 calendar days after the date of the Hearing Panel meeting and accrue daily until a) the violation has been cured, or b) the fine has reached the maximum allowed.

6. The speed limit on all roads within Turtle Rock is 25 m.p.h. All stop signs and traffic control signs must be strictly observed. The violation policy for failure to obey the speed limit or stop/traffic control signs is as follows:

- First offense for failure to obey any traffic control measure (speed limit or stop/traffic control signs) will result in a Letter of Final Notice to the owner.
- A second offense within 2 years or a third violation for failure to obey the speed limit OR stop/traffic control signs will result in Board action to levy a fine (see #4 above for maximum limitation on daily and per violation maximum fining amounts).

Adopted by TR Board of Governors on November 3, 2015