

**BRADFORD HILLS
HOMEOWNERS ASSOCIATION, INC.**

**RULES & REGULATIONS
&
NOTICE, FINE AND ENFORCEMENT POLICY**

Adopted June 4, 2020

Notice, Fine and Enforcement Policy

This Notice, Fine and Enforcement Policy (“Policy”) is adopted by Bradford Hills Homeowners Association, Inc. (“Bradford Hills” or “Association”) to provide a fair, equitable and consistent policy and application of due process for the enforcement of existing and future Rules and Regulations which may be adopted by the Developer or Association Board of Directors from time to time; and, to the extent enforcement provisions do not already exist, for the enforcement of the Declaration of Covenants, Conditions and Restrictions and Reservation of Easement for Bradford Hills Subdivision (“Declaration”), the By-Laws of Homeowners Association, Inc. (“By-Laws”) and any and all amendments thereto. All capitalized terms not otherwise defined herein shall have the meanings set forth in the Declaration and By-Laws.

It is the intent of the Developer that this Notice, Fine and Enforcement Policy shall terminate, override and supersede any and all existing fine policies which may have been adopted by any previous Board.

All complaints regarding non-compliance with Rules and Regulations, the Declaration and/or By-Laws, shall be signed and submitted in writing to the Association management company. **In addition to the provisions below, the Developer may, at its discretion, suspend voting rights and use of all Association amenities for so long as any non-compliance may continue.**

General: Except as otherwise noted in the Rules and Regulations, the Declaration and/or By-Laws, violation of Rules and Regulations, the Declaration and/or By-Laws shall be enforced as follows:

- a. First Written Notice: Owner and/or tenant/occupant will be mailed a written notice detailing the violation, action(s) which must be taken to resolve the violation and that resolution of the violation shall be achieved within ten (10) calendar days of the date written on the first written notice.
- b. Second Written Notice: Owner and/or tenant/occupant will be mailed a second written notice detailing the violation, action(s) which must be taken to resolve the violation, that a fine of \$100.00 has been levied against their account and that resolution of the violation shall be achieved within ten (10) calendar days of the date written on the second written notice.

- c. Third Written Notice: If the violation remains unresolved after the ten (10) calendar days provided in the second written notice, the Owner and/or tenant/occupant will be mailed a third written notice informing them that a fine of \$100.00 per month will be levied against their account until the lesser of the date upon which the violation is resolved or four (4) months. The third written notice will additionally inform the Owner and/or tenant/occupant that if the violation continues past four (4) months after the third written notice, the Owner and/or tenant/occupant will be referred to the Association attorney for enforcement.

- d. Referral to Attorney: The Developer or its managing agent or property manager will contact the Association attorney after four (4) months have elapsed without resolution to seek counsel as to the most effective means of terminating the violation. All fines authorized by this Policy plus all costs and reasonable attorney's fees shall be a charge on the land and a continuing lien against the Lot, Living Unit and all improvements located thereon, owned by the Owner or occupied by the occupant thereof, and all such fines, costs and reasonable attorney's fees shall be the personal obligation of the Owner and/or tenant or occupant of the Lot and Living Unit against which such fines, costs and reasonable attorney's fees have been secured.

Continuing Violations

Any violation which is resolved but reoccurs at any time within or after thirty (30) calendar days from the date of resolution, shall be considered a continuation of the previous violation and will be enforced in accordance with the relevant next part of this Notice, Fine and Enforcement Policy.