

Maidstone POA Compliance Process

A complaint is a reported violation of a requirement in the Maidstone governing documents. The Maidstone Property Manager will verify the complaint.

A complaint can come from:

1. A Maidstone resident
2. Maidstone Property Manager
3. A Maidstone BOD walk through with Maidstone Property Manager

Once a complaint is made the process is as follows:

1. Maidstone Property Manager sends a letter to property owner stating the specific infraction and asking to cure the problem within 21 days, giving a specific date.
2. If the violation is not satisfactorily corrected after the 21 days have passed, Maidstone Property Manager sends a certified letter to property owner and tenant, if applicable, stating that the infraction has not been remedied and the violation has been sent to the Compliance Committee for review and action. The letter will indicate a date at which the Committee will meet to discuss the violation and advise the

homeowner that he may attend the meeting to make any statements regarding the violation.

3. Three days after the Compliance Hearing the Maidstone Property Manager will send a letter to property owner stating the outcome of the Compliance Committee's decision. Fines imposed will be effective immediately.
4. Repeated violations (same offense within a 12 month rolling period) may incur an escalated fine schedule. See Maidstone Association Compliance Fee Guidelines chart. Failure to pay fines may incur legal action.
5. *Final Step:* Should the homeowner disagree with the findings of the Compliance hearing, the homeowner must notify the Maidstone Property Manager within 15 days of the Compliance hearing and indicate if he desires to appeal to the Maidstone Board of Directors. A quorum of the Board shall meet in Executive Session to review the facts. The decision of the Maidstone Board of Directors is final.

MAIDSTONE PROPERTY OWNERS ASSOCIATION, INC. COMPLIANCE FEE GUIDELINES

VIOLATION	PROPERTY OWNER/TENANTS: All Violations are Charged to the Property Owner. Tenant will be CC'd on correspondence
Per Event Violations Accessories Antenna Artificial Vegetation Garage Doors Left Open Holiday Decorations Lakes and Water Bodies Lighting Noxious and Offensive Odors Repainting Signs Trash Containers Left Outside	First occurrence: Owner may be fined \$25. Second and Subsequent occurrence: Owner may be fined \$50.
Per Day Violations Automobile Violations Poles or Clotheslines Storm Shutters	First occurrence: Owner may be fined \$25 per day, not to exceed \$1,000 Second and Subsequent occurrence: Owner may be fined \$50 per day, not to exceed \$1,000 until cured.
Major Violations Burning Violation Dog Houses and Dog Runs Pet Violations Rental/Sale Violation Swine sets, Playavms Yards or Garage Sale	First occurrence: Owner may be fined \$25. Second and Subsequent occurrence: Owner may be fined \$100.
Architectural Violations Modification without approval of ARC Make disapproved Modification on Failure to comply with ARC	Owner may be fined up to \$50. Failure to cure may result in requirement to remove or modify the project. For example, only fences approved as part of pool construction may be will be approved. Should a fence be erected, it would need to be removed. For example, dog runs and dog houses may not be installed on the An Owner may be fined , but would also be required to remove the dog

Owner (and Tenant if applicable) will be notified of violation in writing with date for Compliance Hearing.

Owner may make a statement or request the fine be waived at the Compliance Hearing.

Fines are charged to Owners. Tenants must comply with the terms of their lease agreement with Landlord.

Uncollected fines will accrue to Owner. Board may seek judgement from court for unpaid fines.

Architectural violations may require Owner return property to its preconstruction condition at Owner Expense.

Decisions of the Compliance Committee may be appealed to the Board of Directors. See the guidelines.

Decisions of the Board of Directors are final.