

BETHESDA OAKS HOMEOWNER ASSOCIATION, INC.  
Violation & Fine Notification Policy  
September 2012

The following information is the Bethesda Oaks Homeowner Association, Inc. approved sequence for notification of homeowners for violations of any section of the Declaration of Covenants, Conditions and Restrictions (CCR). **While the steps below are the typical order in which violations are escalated, please note that the Board of Directors reserves the right to call a hearing for any violation at any time as the Board sees suitable.**

1. Phone Call – The management company may make a phone call to the owner of the property that is in violation. The decision to make a call will be made by the management company based on past owner violations.
2. First Notice – A letter will be mailed to the homeowner by the management company that references the violation and the applicable CCR section. The homeowner will be given an appropriate number of days to correct the violation.
3. Warning Notice – A letter will be mailed to the homeowner by the management company that references original violation and the applicable CCR section and the fact that the violation has not been corrected. The homeowner will be put on notice that if the violation is not corrected within an appropriate number of days a hearing will be held to determine if fines should be imposed for non-compliance.
4. Hearing Notice – A letter will be mailed to the homeowner by the management company that references original violation and the fact that the violation has not been corrected. Letter will contain attorney-approved language for hearing and owners attendance.
5. Result of Hearing Notice – A letter will be mailed to the homeowner by the management company that references original violation and the results of the hearing. This letter will outline the Board approved fine schedule.

Fines per the Bethesda Oaks Homeowners Association, Inc. CCR:

Article VII - Maintenance of Lots and Landscaping – “If it is decided that a fine should be imposed, a fine not to exceed fifty dollars (\$50.00) may be imposed for the violation and without further hearing, for each day after the decision that the violation occurs. Daily fines for “continuing” violations may not begin to accrue until five days after the hearing date. However, even if the lot owner abates the violation within the five days, the Board may still impose a one-time \$100 fine for the violation.”

Article VI Section 3 (e) – Architectural Control – “If it is decided that a fine should be imposed, a fine not to exceed one-hundred dollars (\$100.00) may be imposed for the violation and without further hearing, for each day after the decision that the violation occurs. Daily fines for “continuing” violations may not begin to accrue until five days after the hearing date. However, even if the lot owner abates the violation within the five days, the Board may still impose a one-time \$100 fine for the violation.”

These fines are within the limits established by N.C.G.S. 47F-3-107-1.1.