

MONARCH BAY TERRACE PROPERTY OWNERS ASSOCIATION

NON-COMPLIANCE/PENALTY POLICY

Effective March 7, 2018

The following policy was adopted at the March 7, 2018 Board of Directors Meeting and went into effect immediately.

This policy will be equitably enforced for all non-compliance matters pursuant to the community's governing documents:

- *First Notice:** Courtesy Reminder Notice sent.
- *Second Notice:** Notice of Non-Compliance and Opportunity for Hearing notice sent. First penalty of **\$100.00** may be imposed, and the Homeowner will be called to a Hearing at the next scheduled meeting.
- *Third Notice:** Notice of Non-Compliance and Opportunity for Hearing notice sent. Second penalty of **\$200.00** may be imposed, and the Homeowner will be called to a Hearing at the next scheduled meeting.
- *Fourth Notice:** Notice of Non-Compliance and Opportunity for Hearing notice sent. Third penalty of **\$300.00** may be imposed, and the Homeowner will be called to a Hearing at the next scheduled meeting.
- *Subsequent Notice:** Subsequent penalty assessments will be **\$500** at each monthly hearing until such time as the issue is resolved or the matter is referred to legal counsel for action.

*If a Homeowner begins architectural changes prior to submitting to, and receiving approval from the Architectural Committee, a penalty of **\$250.00** may be imposed, and the Homeowner will be called to a Hearing at the next scheduled meeting.

It is our hope that with receipt of the first notice, that these issues are addressed timely with no need for further action. Your cooperation with the community guidelines and governing documents is greatly appreciated in an effort to protect and enhance property values in our community.