

## **Stony Ridge Condominium Policy Statement**

**Policy Title:** Violations and Fines

**Date Adopted:** February 2019

**Policy Statement:** A violation by any co-owner, occupant, tenant, or guest of any of the provisions of the Stony Ridge Bi-laws or Association Policy Statements shall be grounds for an assessment by the Association of the monetary fines against the involved owner, acting through its' duly constituted Board of Directors. The co-owner shall be deemed responsible for any such violations whether they occur as a result of his/her personal actions or through the actions of a family member, guest, tenant, or any other person admitted by the co-owner to the condominium premises.

A) Upon being informed of an alleged violation the Board shall instruct the property manager to investigate the alleged breach of the rules and report their findings to the Board. Should the complaint be found to be valid the co-owner will be notified in writing of the violation and exactly what bi-law or policy he/she is in violation of. This notice shall include pertinent data such as but not limited to as date, time of the event, and person, and or property involved in the infraction and a description of the factual nature of alleged violation.

The notice shall also include what steps are necessary to mitigate the breach of the regulations. The notice shall be delivered either by 1<sup>st</sup> Class U.S. Mail or hand delivered to the co-owners address or to the representative of the said co-owner.

- B) The offending co-owner shall be given the opportunity to appear before the Board to offer evidence in defense of himself/herself regarding the alleged regulation violation. The co-owners appearance before the Board shall be scheduled at the Boards next regular meeting unless that meeting is less than 10 days after the co-owner has been noticed of the violation. It is proper for the Board to schedule a special meeting to handle the violation in question if the majority of the Board if they deem it necessary.
- C) Should the co-owner fail to respond to the violation notice within 30 days or fail to appear at a mutually agreed upon meeting date and time the co-owner is in default and no appeal of the Board's findings will be considered.
- D) At the scheduled violation Hearing the co-owner may present to the Board factual evidence defending their standing on the issue at hand. The Board will discuss what has been presented and will then vote whether the violation is valid or not. This shall be decided by a simple majority vote of the quorum. The decision of the Board is final.
- E) The fines for any violation of the "Condominium Documents" and if the offending co-owner has been found to be in default, or guilty of violating a policy, the following fines shall be imposed:

### **Fine Schedule**

**First Violation:** No fine shall be levied

**Second Violation:** A Twenty-five Dollar (\$25.00) fine will be levied

**Third Violation:** A Fifty Dollar (\$50.00) fine will be levied

**Forth or Subsequent Violations:** A One Hundred Dollar (\$100.00) fine will be levied.

F) All assessed fines pursuant to violation of the “Condominium Document” against the co-owner are due and payable together with the regular monthly assessment on the first day of the next following month. Failure to pay the fine will subject the co-owner to all the liabilities set forth in the “Condominium Documents”.