



Homeowner Association Enforcement Policy

Title	Homeowner Association Enforcement Policy	Effective	7/15/25
Version	4.0	Classification	Required

When a violation is observed or reported against the Homeowners Association Governing Documents, the following process may be followed based on the BOD decision and discretion.

The Board of Directors reserves the right to deviate from assessments at any time. Elevated assessments may be considered in the event of safety concerns, severity, number of reoccurrences, and impact on the overall community. If a violation poses a health, safety, or security risk to anyone in proximity of the violation an expedited resolution timeframe may be enacted.*

1. Confirmation - The Hampton Place Homeowners Association and/or their delegate(s) will review the reported violation and validate violation does exist. If confirmed, the remaining process will be enacted as applicable. If a violation poses a health, safety or security risk to anyone in proximity of violation an expedited resolution timeframe may be enacted by the BOD.

2. First Notice – The resident will receive a letter from the Hampton Place Homeowners Association and/or their delegate(s) specifically defining:

- (a) The violation identified
- (b) The specific rules/declaration(s) in violation
- (c) Requested resolution timeframe to correct the violation and the violation assessment fee to be applied if not corrected as specified in the Hampton Place Governing Documents Violation Assessment Structure.
- (d) Notification of the process to request a Hearing regarding the violations. The request for the hearing must be received by the HOA Management company within 10 days of the date of the violation notice. Please see the attached form for additional information.

3. Second Notice – After the First Notice timeframe has passed and the lot is still out of compliance, the resident will receive a Second Notice from the Hampton Place Homeowners Association and/or their delegate(s) specifically defining the items listed in Section (2)(a)(b)(c)(d) of this document.

4. Third Notice – After the Second Notice timeframe has passed and the lot is still out of compliance, the resident will receive a Third Notice from the Hampton Place Homeowners Association and/or their delegate(s) specifically defining the items listed in Section (2)(a)(b)(c)(d) of this document.

5. Failure to Correct: After the Third Notice timeframe has passed and the lot is still out of compliance and in accordance with the Declaration of Covenants, Article VIII, Section 7.5, the Homeowners Association may exercise their right through its agents, contractors, and employees to remediate the violation at the homeowner's expense.



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6. Hearing – The Homeowner may request a hearing for an extension in resolving their violation(s) with the Hampton Place Homeowners Association Board of Directors. The following will be considered in issuing a judgment:

- (a) Violation in Question
- (b) Applicable Assessments
- (c) Acceptable Resolutions
- (d) Closure of Violation
- (e) Other information, as applicable

If a hearing is requested on time, no assessment will be placed on the homeowner's account until after the hearing takes place and the Board votes to impose it. The Hampton Place Homeowners Association Board of Directors will preside over all hearings. A quorum must be present for the hearing to proceed. Decisions will be made based on a majority vote and considered final.

One-Time Fee Waiver

Effective for fees charged October 9, 2018 and beyond, the Hampton Place Board of Directors authorizes each lot a one-time late fee waiver during the duration of ownership of their home. This waiver option is limited to the following (excluding all legal/administrative fees) : • First Violation Fee • First late fee for dues.

Financial Assessment Structure

Per Article VIII of the Declaration of Covenants, the Homeowners Association has the authority to levy fines in addition to other penalties for non-compliance of Hampton Place Governing Documents.

***Repeated Violations**

Any identical violation(s) reported within 3 years of the first notification shall be considered an extension of the original violation and will immediately progress to the next step of the escalation process. This may include immediately assessing fines or resolving at the homeowners expense if final/third notices have been previously issued.

***Immediate Resolution**

If such violation posts a health, safety or security risk, then no notice or hearing need be given before resolution. Notice and Hearing Rights will be provided to the resident as soon as possible, but no later than 7 days following the violation. The Association may assess the cost of such resolution against the subject Lot in accordance with Article VIII, Section 7.5 of the Declaration of Covenants. These costs are in addition to and may supersede the financial penalties stated above.

Date	Version	Description
5/21/23	1.0	Document Ratified and Published



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7/07/17	2.0	Notification process updated; Resolution timelines updated, Financial penalties updated, Hearing process updated, Verbiage updated to include HOA management company
10/08/18	3.0	New Section: One-Time Fee Waiver
7/15/25	4.0	Policy Title Change from Penalty Standard to Enforcement Policy; Notification process updated; Resolution timelines updated, Financial penalties updated, Hearing process clarified