

## *The PPHOA Executive Boards Response to Alleged PPHOA Violations*

The primary goal of the Plantation Pointe Homeowners Association (PPHOA) Executive Board is to represent all property owners and ensure that each follows the procedures described in the community By-Laws, Declaration of Restrictive Covenants, Construction Plan Requirements and Checklist, and any other procedures established by the Board to protect the value of our homes and investments in Plantation Pointe. All these documents are on the PPHOA Website, [www.Plantationpointe.net](http://www.Plantationpointe.net) and you are encouraged to review them.

Any property owner may contact the Board describing an alleged violation and ask the Board to take an action to address the issue. The Board is not obligated to take an action if it does not believe an alleged violation has occurred.

In the unlikely event that the Board is required to notify a homeowner of an alleged violation the Board follows a clearly defined process. We want to share this process with you so that you understand how the Board operates and your rights under this process.

The process is:

- Alleged violation noticed and/or reported to the Board
- A letter and/or email will be sent from the Board to the property owner describing the alleged violation with recommendations to alleviate the violation. *(This may be preceded by a telephone call to inform the property owner and discuss a resolution. A letter or email would follow to confirm the agreement and document the interaction. If this more informal approach of addressing the alleged violation is not successful then the Board will follow the next steps in the process.)*
- Property owner confirms receipt of communication and agrees to the Board's recommendations, **or**
- Property owner rejects the Board's recommendations and requests a hearing before the Board to discuss the alleged violation
- The Board will send several dates and times to the property owner to select a convenient time for the hearing
- At the Board hearing the alleged violation will be discussed with the property owner
- The Board will decide at the conclusion of the hearing or at a future date, if a violation has occurred and what fines or remedies will be imposed until the violation is resolved by the property owner
- The Board will send a letter and/or email to the property owner containing the decision of the Board, resolution requirements, and the fines or remedies imposed on the property owner until the violation is resolved
- The property owner responds with a letter and/or email to the Board accepting or rejecting the Board's decision
- The property owner notifies the Board when the violation has been resolved and/or the Board follows- up to ensure the property owner has implemented the resolution requirements
- A letter and/or an email sent by the Board to the property owner confirming resolution of the violation **or**
- Should the property owner elect not to accept the Board's decision, or fails to respond to the Board's communications, the Board may take legal action against the property owner

If you have any questions about this process, please contact the Board President for clarification.

Thank you

*The PPHOA Executive Board*

August 2012