

Adams Walk HOA Covenants Violation Procedures

Each month, board members and a representative from the Signature Realty Management Company will walk/drive the subdivision conducting residential inspections looking for covenants non-compliance violations. When violations are observed, the following steps will take place:

- 1- Homeowner and/or tenant will receive a first letter explaining the observed violations and what needs to be corrected. The homeowner and/or tenant will have 30 days to remedy the violations and bring the residence back to HOA compliance. If there are any extenuating circumstances as to why the homeowner and/or tenant cannot remedy the outstanding violations within the first 30 days, the HOA board members along with the Management company representative needs to be made aware immediately with such reason and provide a reasonable solution timeline to resolve the violations. If the provided reason for non-compliance is not reasonable/valid, the 30-day timeline remains.
NOTE: if the violations are corrected during the first 30 days, the slate will be wiped clean and will start back from zero.
- 2- After the first 30 days, if the violations have not been corrected and the residence has not been brought back to HOA compliance, the homeowner and/or tenant will receive a second letter "Demand Letter" this time coming from the HOA attorney with a small attorney fee attached to it. The attorney fee must be paid back immediately to the HOA. The homeowner and/or tenant will have an additional 30 days to resolve any and all outstanding violations.
NOTE: if the violations are corrected during the first 60 days, the slate will be wiped clean and will start back from zero. However, the associated fee for the "Demand Letter" still needs to be paid back to the HOA immediately.
- 3- At the end of the first 60 days, if the initial violations still have not been resolved and the residence still not within HOA compliance, the homeowner will then receive a third letter "Mediation" advising the homeowner the violations will be brought forth in front of a mediator to achieve resolution. Said Mediation letter will be sent from the HOA attorney's office and will have a substantial attorney fee attached to it and as the second letter, said fee needs to be paid back to the HOA immediately.
NOTE: if the violations are corrected during the first 90 days without the use of the mediator, the slate will be wiped clean and will start back from zero. However, the associated fee for the "Mediation" letter still needs to be paid back to the HOA immediately.
- 4- At the end of the 90-day period and mediation failure (resolution was not achieved), the HOA will take the homeowner to court and seek the assistance of a judge.

Please understand that it is not the intention of the HOA to cause hardship to its residents. The HOA rules are in place to maintain the integrity of the neighborhood and to preserve the value of all the properties within. Please do not ignore any violation letter sent to you from the Management company and HOA.

Donato Santoro
President Adams Walk HOA