**GRAYHAWK WEST HOMEOWNERS ASSOCIATION**

**POLICY AND PROCEDURE FOR COVENANT VIOLATIONS**

Pursuant to the Declaration of Covenants, Conditions, Restrictions, and Easements of The Grayhawk West Association, a Subdivision in Douglas County, Nebraska (the “Covenants”), the Board of The Grayhawk West Homeowners Association has adopted the following procedure to address violations of the Covenants by members of the Grayhawk West.

1. All members of Grayhawk West are expected to fully comply with the Covenants and promptly resolve and correct all violations of the Covenants after receiving notice.
2. All complaints relating to violations of the Covenants shall be promptly presented to the Property Manager.
3. The Property Manager for Grayhawk West shall be responsible for addressing all Covenant violations. This responsibility includes issuing all appropriate notices and imposing fines as directed by the Board of Directors.
4. Any member of Grayhawk West believed to be in violation of the Covenants shall receive a written notification containing the following information:
* A statement of the particular act or omission deemed to be in violation of the Covenants.
* A deadline to correct the Covenant violation or to contact the Property Manager to discuss a resolution.
* The member shall be advised that a failure to timely respond to the notice shall result in the imposition of a fine against the homeowner in an amount to be determined by the Grayhawk Board of Directors based on the nature and severity of the violation.
1. The amount of the fine imposed against the member and the determination of whether corrective action by the member is sufficient shall be subject to the complete discretion of the Grayhawk Board.
2. Any fine imposed pursuant to this Policy and Procedure shall be treated as a charge and/or assessment under the Covenants and shall be enforceable by placing a lien upon the Subdivision Lot which is the subject of the Covenant violation.

Please Note: Monthly dues will be applied to fines first.

 **Fine Guidelines for Covenant Violations**

**Violation Fine: Notice of the violation will go out first before fines are assessed.**

1. **Trash cans, recyclables, yard waste or other debris left out** on any day other than designated pick-up day.

 **Comply within two (2) days.**

 **Fine $50.00/per week**

1. **Unapproved yard signs**, banners, including political, contractor, rental, sports teams, etc.

 **Comply within two (2) days.**

 **Association will remove, $50.00 fine will be assessed**

1. **Nuisance objects left out at the curb or under the deck**, such sports or play equipment, and/or trash, furniture, tires, etc.

 **Comply within two (2) days.**

 **Fine $25.00/per day**

1. **Trailers, RVs, boats, campers, etc**, may not be in the driveway or in front of a home.

 **Comply within seven (7) days.**

 **Fine $25.00/per day**

1. **Unkempt/untidy properties**, such weedy beds, dead shrubs or trees, etc.

1. **Landscape beds – comply within one (1) week.**

 **Fine $50.00 and the HOA may have the landscaping bed cleaned and charge back the owner for the expense**

1. **Weeds under deck – comply within one (1) week.**

 **Fine $50.00 fine and the HOA may have the weeds removed and charge back the owner for the expense**

1. **Dead shrubs – comply within two (2) weeks.**

 **Fine $50.00 and the HOA may have the shrubs removed and charge back the owner for the expense**

1. **Dead trees – comply within thirty (30) days.**

 **Fine $50.00/month and the HOA may remove and replant and charge back the owner for the expense**

1. **Deck staining (no paint) – comply within six (6) months**

 **Fine $100.00/per month and the HOA may stain and charge back the owner for the expense**

1. **Home maintenance/repair – comply within sixty (60) days.**

 **Any services or repairs performed by the Association due to noncompliance from the homeowner will be directly charged back to the owner of the property.**

 Note: If significant change or improvement is being made, then owner must submit a Design Approval Application and receive express written approval from the Design Review Board (DRB), prior to the start of the project.

Revised 7/2020