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## **Sachem's Head Homeowners' Association**

### **Sachem's Head Property Owner Regulations**

#### **ENFORCEMENT PROCEDURES AND FINE SCHEDULE**

The Sachem's Head Board of Directors (Board) has determined the following Procedure and Fine Schedule for homeowners and resident tenants who violate the Sachem's Head Property Owner Regulations which are available on the community web site ([sachemshead.org](http://sachemshead.org)), and which becomes effective June 1, 2020.

**Procedure.** Any member of the Sachem's Head Homeowner's Association (HOA) may notify the Board of a potential violation of the Sachem's Head Property Owner Regulations by an owner or occupant of a lot within Sachem's Head. A member of the Board will investigate to confirm that a violation is present. In alternative, a member of the Board may identify a violation.

Homeowners or occupants with the violation will receive notice from the Board that describes the violation. The homeowner will have 10 days from the date of the notice to correct or rectify the violation.

If the violation is not handled properly by the homeowner within the 10-day window, a Violation letter will be sent restating the violation(s) along with the request that the violation be corrected in five (5) days from the date of the letter. The 5th day will be identified in the letter so there is no confusion by the Board or the Homeowner as to when the violation must be rectified by. This Violation letter will also state that a fine will be levied against the homeowner if the problem is not rectified by this defined date. Fines will be charged to your member account and are subject to late fees and collection.

If the homeowner fails to correct the violation and pay all fines, then a third and final letter will be sent to the homeowner notifying them that a lien is being placed against the property along with the additional attorney's fees and associated costs.

Any homeowner found by the Board to be in violation of the Sachem's Head Property Regulations may appeal, dispute, provide a defense to, or explain extenuating circumstances regarding, the violation. The homeowner must provide such in writing which shall be mailed to the HOA address below no later than thirty (30) days from the date of the first notice of violation. The Board will review the appeal and will within ten (10) days provide a written response to the homeowner that states the Board's final decision regarding the violation.

#### **Sachem's Head Homeowners' Association**

P.O. Box 5628  
Midlothian, VA 23112  
CPA (804) 794-4554

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**Fine Schedule.** In addition to remedies, fees, and fines that are expressly provided for in the ARTICLES OF INCORPORATION FOR SACHEM'S HEAD HOMEOWNER'S ASSOCIATION, the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR SACHEM'S HEAD HOMEOWNERS' ASSOCIATION, and the BYLAWS for Sachem's Head Homeowner's Association, the Sachem's Head Homeowner's Association Board of Directors has determined the following fine schedule for the enforcement of recurring violations of the SACHEM'S HEAD PROPERTY OWNER REGULATIONS. This Fine Schedule can be modified by the Board from time to time and at the Board's sole discretion.

##### Architecture Review Committee Approval Requirements Violation

FINE: \$250. Cost to remediate as provided for in Article V - Architectural Control of the DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR SACHEM'S HEAD HOMEOWNERS' ASSOCIATION

##### Exterior Home Maintenance Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

##### Exterior Home Consistency Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

##### Items in Yard Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

##### Yard Maintenance Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

##### Common/Open Areas Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

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### Pet Violations

FINE: \$25.00. An additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

### Driveways and Walkways Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given plus cost to remediate

### Vehicle Violations

FINE: \$25.00. An additional fine of \$10.00 per day for every day of non-compliance after a five (5) day notice has been given and cost to remediate

### Mailbox Violations

FINE: \$15.00. An additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given and cost to remediate

### Signs, Flags & Poles Violations

FINE: \$15.00. An additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given and cost to remediate

### Neighborhood Pride Violations

FINE: \$15.00. An additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given and cost to remediate

### Screening Violations

FINE: \$15.00. An additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given and cost to remediate

### Lake Regulations Violations

FINE: \$15.00. An additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given and cost to remediate

### Commercial Signage Violations

FINE: \$15.00 with an additional fine of \$5.00 per day for every day of non-compliance after a five (5) day notice has been given.