



Homeowners Association, Inc.

THREE (3) STRIKE LETTER/VIOLATION POLICY

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www.trhome.net

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To ensure fair and consistent application of the Timber Ridge Homeowners Association, Inc. Rules and Regulations, the Board of Directors has implemented the three (3) strike letter/violation policy.

The new policy follows this standard process for every property owner:

1st Strike letter: This is a standard letter that advises the property owner of the current violation(s) that need(s) resolution. The property owner has ten (10) days from the date of the letter to resolve the violation(s).

2nd Strike letter: This is a standard letter that advises the property owner the same violation(s) is still in non-compliance and the violation(s) must be resolved within seven (7) days from the date of the letter. This letter also advises that if the violation(s) continues the Association will begin the process to assess monetary penalties/fines.

3rd Strike letter: This is a standard letter that advises the property owner that the violation(s) has not been rectified and was noted on a subsequent visit to the property on a specific day. This letter will advise the property owner of the Board hearing [date, time & place] regarding the violation(s). We encourage residents to attend this hearing. The violation(s) will be discussed and a decision will be made on the monetary penalty assessed to the property owner. Once the Board reaches this final decision, a letter will be mailed to the property owner explaining the amount of the fine, the frequency in which the fine will be assessed and the date the fine will begin. Additionally, if the violation(s) continues to be ignored, the Board will engage their Attorney and the Town of Knightdale for remedy of the situation.

Additionally, property owners need to be advised that if the same violation continues on a regular basis and a 1st and 2nd strike letter have been sent in prior months; the property owner will not get the benefit of starting the three strike process over. The property owner will receive the 3rd strike letter and the letter will include the number of times the same violation has been noted on the property and the property owner will be advised per the steps in the 3rd strike listed above.

Residents have the right to respond to the violation. The only acceptable formats for responding to violations is in writing, via certified mail to the TR HOA post office box address or attending the set hearing date provided in the 3rd strike letter. No other form of correspondence will be accepted for responding to violations.

Currently, the Board is reviewing the fine structure and amount for violations with the Attorney. Once the fine amounts and structure are approved, details will be provided to property owners via mail and postings on the TR HOA website.

Thank you for your time and attention in this matter.

Paula M. Gavasto

President

CC: Ammons Pittman