

First Notice:

Notice of Violation – No fine. 48 hours to 30 days (time will vary depending on the nature of the violation and will be specified in the notice of violation sent to the homeowner) to rectify the violation. If the notice is not appealed within 7-days, the following schedule, which may already be in progress depending on the violation, will apply.

Second Notice:

Reminder of violation – No fine. 48 hours to 7-days to remedy or fine will be imposed.

Third Notice:

Continued violation notice and \$25.00 - \$100.00 fine. Assessment depending on violation payable within five (5) calendar days.

Fourth through Sixth Notices:

Continued violation notice issued each 7 – 30 day period homeowner remains in violation, depending on violation and doubling of the fine with this and each successive notice up to \$400.00. Upon the fourth and subsequent violation, the Board may take corrective action as needed and allowed by law.

Note: Homeowners will be given five (5) calendar days to pay third notice fines. Homeowners will be allowed 15 calendar days to pay fines levied in accordance with the fourth through sixth notices as well as with fines levied for continued violations beyond the sixth notice. **Unpaid fines exceeding \$50.00 will be attached to the property as a lien.** In addition to the assessed fine amount(s), the homeowner in violation is responsible for all costs associated with said lien, and is subject to the provisions of the CC&R's.

Continued Violation Beyond the Sixth Notice:

For each additional month in violation, an additional \$100.00 per month will accrue until the violation has been corrected and the fine paid in full.

Repeated Violations:

If a new violation of the same covenant or type occurs within a 12-month period of time from the second notice of the original violation, this new violation will be treated as a third notice and immediately accrue fines, subject to the schedule above.

Violations resulting in damage to common areas shall require the violator to pay for the cost to repair or replace the community property damaged, in addition to the fines.

Appeal Process

If a homeowner feels the violation is not legitimate, or feels that clarification of the violation is necessary, they must submit an appeal within 7-days after receiving the first notice of violation. The appeal should be in writing and deposited in the HOA mailbox with contact information for a hearing date.

If the ruling on the appeal is in favor of the homeowner, then a notice of resolution will be issued to the homeowner.

If the ruling on the appeal is not in favor of the homeowner, they are subject to the aforementioned fine schedule. The time will begin to accrue again, without counting the appeal period, upon official notice to the homeowner of the committee's decision.

When an appeal is presented, a standing committee of three Cooper Crest homeowners, who reside in the neighborhood, will convene and a ruling will be rendered. Committee membership shall consist of one HOA board member who lives in the neighborhood and is not affiliated with the builders. The other two members may meet the conditions outlined above; otherwise, they must be non-board member homeowners living in Cooper Crest and not affiliated with the builders. Committee membership under the conditions outlined above will be selected not less than annually at a general or special meeting of the HOA or by the Board of Directors.

This committee will be convened within 7-days of the appeal unless extenuating circumstances cause a delay. The appealing party will be notified of the committee meeting, afforded the opportunity to be present evidence and be heard by the committee. The appealing party's decision not to appear does not prevent the fine and will be a waiver of the appeal unless granted a new hearing by the committee.

Approved by the Board of Directors:

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Sal Munoz

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Frank LeFlair

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Kai Niezman