

LANCASTER AT KINGS RIDGE HOMEOWNERS ASSOCIATION, INC.

RULES ENFORCEMENT AND INSPECTION POLICY

All communities have rules to govern its members to insure an orderly and safe neighborhood. The rules also serve to preserve, maintain and enhance the values of the individual properties and the community as a whole.

The Board of Directors is charged with the responsibility of enforcing all of the rules and regulations of the Association to provide for a pleasant and harmonious community for all residents. All owners, lessees, and guests are bound by the legal documents to abide by the rules of the Association. Owners who lease their homes are advised that they may be held liable for action of their tenants and so it is imperative they advise their agents and/or tenants of the rules of the Association.

In consideration of the above, the following will be strictly adhered to by all:

1. All suggestions, rules violations reports, common area service requests, complaints, compliments, etc., must be given to the Board of Directors, through its Management Agent, in writing.
2. No complaints of any kind will be taken verbally by any member of the Board of Directors or its Management Agent.

RULES VIOLATION

EXTERIOR HOMESITE INSPECTION AND MAINTENANCE

Residences are to be inspected monthly by the Management Company (Association Agent) for compliance with the Kings Ridge Community Association Architectural Guidelines Standards and Criteria (ACC) and the Lancaster Architectural Guidelines (NARC) Adopted April 10, 2017. A violations report shall be submitted in the monthly Management Company Board Packet to the Lancaster Homeowners Association Board. A follow-up inspection to determine compliance shall be conducted by the inspecting Management Company at the end of the compliance period to determine if further action is needed. A board member is to accompany the Management Company on these inspections.

The inspection will encompass, but is not limited to, the following items which may require homeowner attention:

- Driveways and walkways that require power washing or cleaning to remove dirt, mold, or mildew build-up or debris removal.
- Mailboxes that require cleaning to remove dirt, mold or mildew or are of need of repair.

- Landscape items requiring homeowner attention e.g. overgrown, dead or damaged trees and shrubs.
- Identification of any hazardous condition or items requiring repair.
- Or other items identified in the ACC or NARC Guidelines

ENFORCEMENT

- A citation letter (first notification) will be sent to the homeowner identifying the nature of the violation. The letter should direct the homeowner to contact the Association Agent and advise said Agent of the actions to be taken.
- If homeowner does not respond or remedy the violation within 30 days of the first notification, a certified second letter (second notification) is to be sent informing them that they have not complied and that they have 15 days (from the date of mailing) to remedy the violation.
- If no response from the homeowner to the certified letter (second notification) a third and FINAL letter from the Associations' Attorney will be sent.
- If no response from the homeowner to the attorney's letter, the matter will be referred to the Kings Ridge Community Association Covenant Enforcement Committee.

Ms. Virginia Scigliano
Board President

September 11, 2017
Date Adopted