

The CCR's for Buffalo Stage HOA were written with the goal of maintaining the safety, health, and appearance of our subdivision. As the neighborhood matures it is very important that we simply enforce the covenants to which each owner member has agreed to adhere when we purchased a home in Buffalo Stage. The following policy and fine schedule were developed by the Board throughout 2012 and was presented and accepted at the Annual Meeting of Members held November 7, 2012. The Board within its defined duties has voted to approve the recently further clarified and defined portions of the policy and will present the published policy today. Updated during 2021 Annual Meeting.

Buffalo Stage HOA Infraction Policy and Fine Assessment Schedule

The following are definitions for the purposes of this policy:

1. **Trailer:** any sort of conveyance of any number of axles or wheels intended to be connected to a vehicle to haul something. This includes but may not be limited to a boat trailer, camp trailer, UTV or ATV trailer, automobile hauler, cargo trailer, refuse trailer, flatbed trailer, or snowmobile trailer.
2. **Infraction:** violation of CCR's
3. **Major infraction:** those infractions include but are not limited to the following at the discretion of the Board
 - a. those which present safety hazards such as landscaping which obstructs the view of streets or intersections
 - b. structural/building code/architectural violations specifically
 - i. any violation of city code
 - ii. fence height or placement/location
 - iii. building setback violations
 - iv. structures not approved by the Architectural Review Committee as outlined in the CCR's
4. **Minor infractions:** those infractions include but are not limited to the following at the discretion of the Board
 - a. garbage cans in view
 - b. trailers, boats, ATV's, motorcycles, snowmobiles, or other vehicles not properly garaged or screened from view as defined in the CCR's
 - c. any other motorized or non-motorized vehicles or recreational vehicles not properly garaged or screened from view as described in the CCR's
5. **Fine:** A special assessment as defined in the CCR's which is the penalty for non-compliance of an infraction outlined in the CCR's

Policy

1st Letter: notice of violation/infraction is recognized

2nd Letter: notice of violation and that 3rd violation will result in a \$50 fine.

3rd Letter: notice of violation and \$50 fine and notice that a 4th violation will result in a \$75 fine. The property owner may file an appeal with the board regarding the infraction by communicating in writing to Board or via the property management company within 5 days of receiving the letter of notification. Any appeal shall be considered by a special meeting of the Board as outlined in the By-laws. Any fines applied will be rescinded in the case of a successful appeal.

4th Letter: notice of violation and \$75 fine and notice that subsequent violations will result in \$100 fine.

All subsequent violation letters sent with \$100 fine.

As outlined and directed in the CCR's and By-laws the Board shall file a lien on any property for unpaid balances.

A certified letter will be sent monthly to the property owner (expense also assessed to the property owner) reviewing the non-compliance and outlining the fines assessed and owed as of the date of mailing.

Only the initial violation receives the initial warning letter of notification. Each subsequent occurrence is treated as an additional violation and fine, not a new occurrence. No "reset" is given for a violation brought into compliance. Property owners are expected to remain in compliance.

The Board may at its discretion choose to allow certain flexibility and leeway with an owner to allow and mitigate compliance and infraction resolution.

The Board may at its discretion vote to waive or otherwise alter fines assessed in the case of an appeal or for any other reason it sees fit on a case-by-case basis.