

Arbor Creek Homeowners Association  
2898 Cook Creek Drive  
Ann Arbor, MI 48103  
[www.arborcreek.squarespace.com](http://www.arborcreek.squarespace.com)

## **General Compliance Policy**

Board Resolution 07/11/2022

### ***Considerations:***

All homeowners in Arbor Creek are members of the Arbor Creek Homeowners Association and have a responsibility to follow the spirit and intent of the bylaws of Arbor Creek. To establish fairness and consistency in enforcement of the restrictions contained in Article VI of the Bylaws, a procedure to ensure compliance is needed.

The Board of Directors has the authority to adopt reasonable rules and regulations pursuant to Article VI, Section 10, Article XI, Section 4(h) and Article XIX Section 4 of the Bylaws

To this end,

### **Be It Resolved:**

1. This General Compliance Policy is applicable to all sections under Article VI of the Bylaws of the Arbor Creek Homeowners Association and to any Association Policy established by formal resolution of the Board of Directors.
2. **DEFINITION: "Non-compliance"** refers to any violation of a Bylaw or formally established Association policy.
3. **DETERMINING NON-COMPLIANCE:**
  - a. **Assertion of Non-compliance:** Association members who seek to assert a homeowner's or guests non-compliance shall do so in writing via email to [arborcreekpres@gmail.com](mailto:arborcreekpres@gmail.com) or mailing or placing in our mailbox at 2898 Cook Creek Drive. The individual should provide details of the non-compliance issue and, if relevant, the time and date of the occurrence. The individual making the assertion of non-compliance shall remain anonymous.
  - b. **Verification of Non-compliance:** To establish non-compliance, a majority of the Board of Directors must agree that the cited homeowner is in non-compliance with the relevant Bylaw or Association policy.
4. **COMPLIANCE PROCEDURE:**
  - a. **Notification:** The Board of Directors shall notify the homeowner of the requirements of the Association's Bylaws and the restrictions listed therein or the Association Policy. Notice shall be: (i) provided in writing; (ii) state with specificity the compliance issue; (iii) state a

timeframe for correction; and (iv) state the time, date, and location at which a hearing on the matter will be held. A copy of the compliance policy may be provided along with the notice. This initial notification of non-compliance is considered a first warning.

b. Board Action: Once the Board has provided notice to the homeowner, a hearing shall be held before the Board to determine whether a fine shall be levied. If a fine shall be levied, the homeowner shall receive notice of the same via first class mail, and the fine shall be due and payable within thirty (30) days. No hearing other than the first hearing shall be required for successive fines.

**5. Schedule of fines for violations of the Association Bylaws and or rules and regulations.**

<u>Violation #</u>	
1 <sup>st</sup>	Warning Letter
2 <sup>nd</sup>	\$25
3 <sup>rd</sup>	\$50
4 <sup>th</sup> and subsequent violations	\$100

Funds received from a homeowner will be applied to the oldest debt owed to the Association and shall be applied first to the costs of collection (including actual attorney's fees), then to interest, fines and late fees and finally to the amount of fine due.