



TO: SLVHA Homeowners/ Residents
FROM: San Lorenzo Village Board of Directors
Date: March, 2008

Living in the San Lorenzo Village community offers many benefits, but there are also corresponding responsibilities that we all have to one another. A significant responsibility is voluntary compliance with our Governing Documents. When there is a violation of our standards or other misconduct, the volunteers who run the Association are put into the unenviable position of having to enforce those standards. We hope that anyone who has been notified of a violation will take the time to reconsider the facts or circumstances that brought about the notice of violation, and take the opportunity to voluntarily correct the situation. The Association has both the obligation and the means to do what is necessary to enforce our Governing Documents, but we hope instead that we can maintain our quality of life and property values through voluntary compliance.

Compliance with our Governing Documents or Do's and Don't of the Association

As you know, ensuring that all owners and residents abide by the Governing Documents of our Association is an important part of the Board of Director's responsibility to all owners. In the vast majority of situations, the desire to be a good neighbor is typically all that is needed to ensure compliance. However, in the rare instances when formal action is required, the Association does have a variety of enforcement tools available to it. These Procedures are as follows:

1. A copy of Fines and Penalties Procedures will be published in the official San Lorenzo Village Homes Association's newsletter "Village Briefs" annually.
2. **First letter:** When a CC&R violation occurs, the homeowner will be sent a first letter explaining the violation, and given 15 days to correct the violation.
3. **Second letter:** If the homeowner does not respond to the first letter, and the violation continues, or if a first letter has already been sent for the same violation within the past year, the homeowner is sent a second letter to correct the problem within 10 days. At this time the homeowner will also be reminded that among Association options to enforce the CC&Rs is the power to levy and collect fines.
4. **Formal Hearing and Fine Process:** If there is no compliance after the second letter, the Association will notify a member in writing, by either personal delivery or first-class mail, at least 10 days prior to any meeting at which the Board is considering or imposing discipline (including the levying of fines) upon a member. The notice will provide:
 - the date, time and place of the next Board Meeting;
 - the nature of the alleged violation for which a member may be disciplined; and
 - a statement that the member has a right to attend and may address the Board at the meeting.

The member may also request that the issue be considered in Executive Session. If the Board imposes a fine on a member, the Association will provide a notice of the disciplinary action by either personal delivery or first-class mail to the member within 15 days following the action.

5. **Court Action:** If there continues to be no resolution of the problem, the matter will be referred to the Association's Attorney. All legal fees and costs incurred in this enforcement shall be the responsibility of the homeowner.

COST OF CC&R VIOLATIONS

First Violation:The fine shall be \$100

Recurring Violation: The fine shall be \$ 200

CC&R VIOLATIONS SUBJECT TO FINES: The following violations are subject to a fine:

CONDITION OF YARD

- Lawn areas that exceed a height of six to eight (6-8) inches from grade;
- Dead or hazardous trees, or vegetation that is unsightly or dangerous to public safety;
- Overgrown vegetation likely to: harbor rats, vermin and other nuisances
- Holiday lights and decorations must be removed no later than January 31st of each year.

GENERAL MAINTENANCE OF PROPERTY

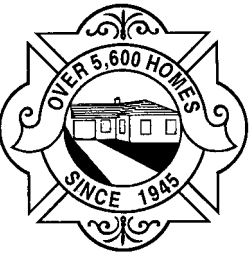
- Buildings that have broken windows or where the paint on the building exterior is mostly worn off or peeling; or where roofing or other exterior materials are deteriorated, mostly infected with dry rot, to constitute an unsightly appearance; or contribute to blight and property degradation;
- The accumulation of discarded or dilapidated objects, including furniture, containers, firewood, plant cuttings, dirt, gravel, litter, rubbish and debris, or similar materials that contribute to conditions that cause blight and property degradation.
- Attractive nuisances generally considered dangerous to children including neglected vehicles, equipment, machinery, refrigerators and freezers, hazardous pools, ponds and excavations.
- Fences or gates which are leaning, have missing boards, or are in an unsafe condition.

VEHICLE INFORMATION

- No inoperable, unregistered, or non maintained vehicles may be placed, maintained or stored on the front half of the lot or the side yard adjacent to a street.
- No vehicle may be parked on any lawn or unpaved area in the front half of the lot or side yard adjacent to a street.
- It is not legal to work on cars on the front half of the lots or side yard adjacent to a street. Minor repairs on your own vehicle is usually overlooked if completed within 72 hours.
- No recreational vehicle, campers, or trailers may be kept in the front half of the lot or the side yard adjacent to a street for more than thirty-six (36) hours unless within a garage or behind a solid fence.

FAILURE TO SUBMIT BUILDING PLANS (including replacement of FENCES) and PAINT COLORS

No building or accessory building, retaining wall or fence may be constructed without the written approval of the Homes Association. Submit building plans to the Association for approval **before** the start of construction. Generally, our standards are not much different from the County and bringing it to us can help prepare you for the County permits. As for painting the exterior of your house, all color choices must be cleared with our office **prior** to painting. The Association shall have the right to refuse to approve the color of any paint which, in its sole discretion, is inconsistent with the color scheme, or may detract from the value of other homes, or is not suitable or desirable for aesthetic or other reasons.



SAN LORENZO VILLAGE HOMES ASSOCIATION[®]
Governing Document Enforcement Policy and Schedule of Fines
(Civil Code §1363)

Adopted by the Board of Directors on January 17, 2008

As you know, ensuring that all owners and residents abide by the Governing Documents of our Association is an important part of the Board of Director's responsibility to all Owners. In the vast majority of situations, the desire to be a good neighbor is typically all that is needed to ensure compliance. However, in the rare instances when formal action is required, the Association does have a variety of enforcement tools available to it. One of the most effective tools is the ability to impose fines to obtain Governing Document compliance. The goal of a fine is to encourage compliance, not to increase revenues. The Board therefore establishes the following fine schedule:

- First Violation \$100.00
- Second Violation \$200.00
- Violations with Damage appropriate fine, plus all costs

The Association retains the right to combine any fine with any other disciplinary action or other sanctions or conditions depending on the seriousness of the infraction. For violations that are continuing in nature, such as failure to remove an unapproved architectural alteration, or parking violations, fines may be levied for each day that the violation continues, up to a maximum amount per month of \$500.

The Association will notify a member in writing, by either personal delivery or first-class mail, at least 10 days prior to any meeting at which the Board is considering or imposing discipline (including the levying of fines) upon a member. The notice will provide:

- the date, time and place of the meeting;
- the nature of the alleged violation for which a member may be disciplined; and
- a statement that the member has a right to attend and may address the Board at the meeting.

The member may also request, at the meeting, that the issue be considered in Executive Session.

If the Board imposes discipline on a member, the Association will provide a notice of the disciplinary action by either personal delivery or first-class mail to the member within 15 days following the action. If a fine is levied, it will be due and payable ten days after it is levied and will be added to the owner's account. If a fine remains unpaid for a period of 30 days, it may be the subject of a lien and/or judicial foreclosure, but cannot be the basis for a non-judicial foreclosure.

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