

Schedule of Fines for Architectural Design Violations

The Architectural Design Review Committee and Westlake Board continue to receive complaints from neighbors regarding unapproved alterations and poorly maintained yards. In many of these cases, neighbors feel the alterations do not fit within the community guidelines. The committee is then forced to work with the homeowners to remedy the issue, often at much greater expense than would have been incurred if addressed prior to starting the project.

The board's goal in enforcing our guidelines and procedures is to maintain the high quality of livability we all enjoy. These guidelines are not meant to restrict, but to improve our community, while attempting to satisfy all property owners in the process.

The process in place requires a homeowner to file an Architectural Design Request Application at least 30 days in advance of the initiation of a project which alters the exterior appearance of the property, such as roof replacement, landscaping, painting, fence, storage shed and play set construction, or satellite antenna installation. A section of the application requests that the homeowner receive comments from surrounding neighbors on the project. While it is not required to have positive approval of all neighbors, the goal of the committee is to assist our neighbors in satisfying the needs of as many residents as possible.

In response to questions about our fines, we are providing the following schedule and fine process. It is important to note that the board attempts in all cases to resolve issues without resorting to fines.

Fine Schedule	The board, by a majority vote, may assign fines between \$25.00 and \$500.00. These fines will be assessed based on severity of violation. In the case of continuing or uncorrected violations, the board, by majority vote, can repeat the fines at the rate of up to \$15.00 per day or \$500.00 per month until the violation is corrected.
Fine Process	The following process will be used by the board : <ul style="list-style-type: none">• The homeowner in violation will be contacted by the board and asked to correct the problem.• If the homeowner fails to correct the problem to the board's satisfaction, the board may, by majority vote, assess a fine.• The homeowner will be notified in writing of the board's decision to fine. In addition, the homeowner will be provided an opportunity to address the board if they feel the fine is inappropriate.• If the homeowner does not address the board, or if, following the discussion with the homeowner the board votes to move forward with the fine, a final letter confirming the fine will be sent to the homeowner.

--	--