

## FINE POLICY

In accordance with the Declaration of Covenants, Conditions and Restrictions for Cooper Estates, the Cooper Estates Homeowners Association is instituting the following system of fines for violations. In order to preserve the beauty and value of the properties of all homeowners, enforcement of rules and restrictions is necessary.

Effective 03/04/2022 the following procedure will be followed.

### **1<sup>st</sup> Notice- Friendly Reminder**

The 1<sup>st</sup> Notice will contain: The date the property was inspected and found to be in violation.  
The specific section of the Covenants that references the violation.  
The request for correction of the violation.

### **2<sup>nd</sup> Notice – Notice of Fine**

2<sup>nd</sup> notice will contain: The date that the property was inspected and found to be in violation  
The specific section of the Covenants that references the violation.  
Assessment of fine of \$50.

### **3<sup>rd</sup> Notice – Notice of Fines**

Final Notice will contain: The date that the property was inspected and found to still be in violation  
The specific section of the Covenants that references the violation.  
Notice will state that fines are currently accruing in the amount of \$50 per week. Fines will cease to accrue once the violation is corrected.  
*Important: If the unpaid amount of Fines on an individual property reaches \$250, a Lien will be filed at the Berkeley County Register of Deeds office. You will be responsible for all additional filing costs associated with this documentation.*

**Note:** Parking violations will be fined on a per occurrence basis and the fines schedule will be as follows:

### **1<sup>st</sup> Notice- Friendly Reminder**

1<sup>st</sup> notice will state that the next violation will incur a \$50 fine.

### **2<sup>nd</sup> Notice- Notice of fine and increase of fine.**

2<sup>nd</sup> notice will impose a \$50 fine and will state that the next violation will increase the fine to \$100.

### **3<sup>rd</sup> Notice- Notice of fine, increase of fine, and lien.**

3<sup>rd</sup> notice will impose an additional \$100 fine, will state that the next violation will increase the fine to \$250, and that a Lien will be filed at the Berkeley County Register of Deeds office unless paid within 10 working days. You will be responsible for all additional filing costs associated with this documentation.

### **4<sup>th</sup> Notice- Notice of fine and lien.**

4<sup>th</sup> notice will impose an additional \$250 fine and notice that a lien has been filed.