



# COMPLIANCE PROGRAM

**To better serve the community and to maintain the standards set forth in the Declaration of Covenants, the following three step compliance program was developed and approved by the Board of Directors:**

## **STEP ONE – COURTESY INSPECTION AND NOTIFICATION**

Periodic property inspections will be conducted by the ALC (Architecture and Landscape Committee) and/or our Property Manager to identify maintenance and non-compliance issues. A homeowner will be sent a courtesy email notification (if the owner gave written consent to receive official Association notices via email) or mailed or hand delivered letter indicating issues to be addressed and asked to correct the issues within 30 days.

## **STEP TWO – NOTICE OF VIOLATION**

A follow up inspection will be made of the property after a 30 day period. If the issue(s) have not been corrected, a Notification of Violation letter will be sent to the homeowner by certified mail. The homeowner will be given 30 days to correct the issue(s).

## **STEP THREE – HEARING AND FINE**

A third inspection will be made of the property after 30 days of the issuance of the Notice of Violation. If the violations or issues have not been corrected, the Association will provide the homeowner with at least 14 days' notice by certified mail that the Association will consider imposing a fine and/or suspension of association rights at the next Board of Directors' meeting.

After the board votes to fine the owner, a letter will be sent via certified mail to the owner indicating a time and place where the Review Committee will meet. The meeting will be held no earlier than 14 days after the certified mailed letter is sent. At this meeting, the Review Committee will make a determination as to whether the homeowner is in non-compliance and will make the decision as to whether to confirm the board's decision to impose a fine or reject the board's decision to fine.

A final letter will be delivered to the owner informing them of the Review Committee's decision. The Association has the authorization to impose a continuing fine of \$100 per day with a maximum amount of \$1,000.00 for each violation.

Questions regarding this process should be directed to our Property Manager in writing.

Regular mail: Property Manager, Delray Estuary  
c/o Associated Property Management of the Palm Beaches, Inc.  
8135 Lake Worth Road, Suite B, Lake Worth, FL 33467

Email: [EstuaryMGR@apm247.net](mailto:EstuaryMGR@apm247.net)