**CC&R:** Codes, Covenants, and Restrictions refer to the rules and regulations set forth in the governing documents of the SIGE HOA, including but not limited to the Declaration of Covenants, Conditions, and Restrictions.

Violation: Any act or omission by a homeowner or resident that contravenes the CC&R.

**Violation Reporting:** Residents are encouraged to report potential violations to the HOA through [designated reporting channels, such as an online portal, email, or a dedicated phone line].

* Reports should include detailed information about the alleged violation, including date, time, location, and photographic evidence if possible.

**Investigation Process:** Upon receiving a violation report, the HOA will conduct a thorough investigation to determine the validity of the complaint.

* The investigation may involve site visits, communication with the alleged violator, and a review of relevant CC&R provisions.
* The HOA will strive to complete the investigation within a reasonable timeframe.

**Notice to Violators:** If a violation is confirmed, the SIGE HOA will issue a written notice to the homeowner or resident detailing the nature of the violation and the required corrective actions.

* The notice will include a reasonable deadline for the corrective actions to be taken.

**Enforcement Actions:** If the violator fails to remedy the violation within the specified timeframe, the HOA may take enforcement actions, which may include fines, suspension of privileges, or legal action.

* The HOA may impose escalating fines for uncured or repeated violations, as follows:
* After 30 days, $150 After 60 days, $ 300 After 90 days, $ 500
* Note: Payment of fines does not absolve the homeowner from curing the violation.

**Appeals Process:** Homeowners or residents have the right to appeal enforcement actions by submitting a written appeal to the HOA within 10 days of being notified of the violation.

* The HOA Board and the Architectural Committee will review the appeal and render a decision within 15 days reasonable timeframe.

**Policy Review:** This policy will be reviewed periodically to ensure its effectiveness and may be amended as needed with approval from the SIGE HOA Architectural Committee and Board of Directors.

**Approval:** This policy was approved by the SIGE HOA Architectural Committee on December 7, 2023.