

Union Hill Townhomes Association Inc.

Compliance Policy & Fine Schedule

A unit owner will be notified in writing by registered or certified mail of an infraction or violation.

Unit owner has a right to request a meeting with the Board of Directors to discuss the infraction and possible solutions. This meeting must be requested in writing and mailed to Union Hill c/o Crofton Perdue, 111 Marsh Road-Suite 1, Pittsford, NY 14534 or emailed to info@croftoninc.com, theresa@croftoninc.com, kflorio@croftoninc.com within a 30-day period.

If the unit owner and/or their tenant is still non-compliant at the end of the 30-day (or other specified duration) period, the following schedule of fines will be initiated:

- \$25.00 after 30 days of the original notice;
- \$50.00 additional after 60 days;
- \$100.00 additional after 90 days. After 90 days the fines will be \$100.00 per month until compliance is rendered.

The Board of Directors reserves the right to levy stiffer penalties to non-compliant unit owners and/or their tenants. Unit owners will be notified in writing by letter sent by registered or certified mail of such fines. Fines assessed will be immediate and irreversible.

Subsequent offenses, for the same violation, within a 90-day period of the violation, will be treated as a continuation of the original violation and fines will be doubled.

Beginning 4/1/2024