

POAHH Conflict Resolution Policies and Procedures

Purpose: To provide Hampton Hills residents with an avenue to seek resolution of a violation of the current governing Covenants. To provide a fair, equitable, and timely method of reporting and resolving violations of the Hampton Hills Covenants.

Procedures: When an issue arises concerning a violation of the covenants (or other issue not addressed per se in the covenants), the following steps will be followed to attempt a resolution of the issue.

Step 1: If an issue of concern arises and if it involves two neighbors in close proximity, the first step will be for the neighbor to reach out to the other neighbor to express his or her concern. The expectation is that the neighbor / homeowner causing concern will address the issue within 7 days.

Step 2: If the issue isn't resolved after step one (or if the issue deals with neighbors who aren't in close proximity), then a formal complaint needs to be filled out (see form below) and emailed to HamptonHillsCitrus@gmail.com. Upon receipt of this complaint, an official letter will be sent by the Covenant Committee to the homeowner who is the cause of the issue of concern. The homeowner will have another 7 days to address the issue of concern.

Step 3: If the issue is not resolved after step 2, then the chair of the Covenant Committee will speak to the homeowner in question in an attempt to resolve the issue. Another 7 days will be given for the issue to be addressed.

Step 4: If the issue is not resolved after step 3, then a final, certified letter will be sent requesting the property owner to attend the next board meeting. At this meeting, the board will discuss the next next appropriate action—up to and including a possible lawsuit.

VIOLATIONS OF COVENANTS AND / OR ISSUES OF CONCERN FOR HAMPTON HILLS

Name and address of resident of concern:

Brief description of the issue:

Specific Covenant / Restriction being violated:

Name and address of person submitting this form:

This form is to be emailed to HamptonHillsCitrus@gmail.com