

OLNEY OAKS SINGLE FAMILY HOMEOWNERS ASSOCIATION

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Covenants and Rules Complaint Procedure

The Board of Directors of the Olney Oaks Single Family Homeowners Association, at a meeting in April 2006, formally adopted the following policy as the procedures by which covenants and rules complaints would be addressed:

1. Only the HOA's Declaration of Covenants and Restrictions (the March 2004 document and any subsequent amendments) and the rules established by the Board of Directors will be enforced by the HOA.
2. If a member wishes to have the Association address an alleged violation, that member must submit a formal complaint in writing (printed or emailed) to the Board of Directors. No allegations will be addressed unless a formal written complaint is received.
3. Upon receipt of the written complaint, the Board of Directors will address the complaint in a closed meeting in order to protect the anonymity of the complainant and the integrity of the board members.
4. If the Board determines that a violation does in fact exist, it will notify the violator in writing that the violation must be corrected and explain the hearing procedures and fines established in Rule 2003:2.
5. In all cases, the original complainant will be advised as to the Board's decision.

If the Board determines that a violation does in fact exist, the violator is entitled to appeal the Board's decision through the Montgomery County Commission on Common Ownership Communities (CCOC).