

# COURTESY NOTICES

A COURTESY NOTICE IS SENT TO THE PROPERTY OWNER INFORMING THEM OF AN INFRACTION OF THE CODE RULE SAT THEIR HOME.

THE NOTICE WILL ADVISE THAT THEY COULD BE CITED IF THE ISSUE IS NOT COMPLETED IN A SPECIFIED TIME RANGE.

ON THE NOTICE WILL BE A RESPONSE FORM WHERE RESIDENTS CAN WRITE A RESPONSE FOR WHY THE ISSUE IS THE WAY IT IS OR WHY THEY MAY NEED MORE TIME THEN IS GIVEN. THE CODE OFFICER WILL REVIEW THE RESPONSE AND POSSIBLY EXTEND THE TIME TO FIX THE ISSUE.

## VS

# CITATIONS



ONCE THE EXPIRATION OF THE NOTICE HAS PASSED THE HOME WILL BE REINSPECTED FOR THE ISSUE AND IF IT PERSISTS A CITATION WILL BE SENT TO THE PROPERTY OWNER

READ ON TO SEE THE FULL CITATION PROCESS



FROM THE CODE ENFORCEMENT DEPARTMENT



# CITATIONS PROCESS PART 2

*SVLA Rules & Regulations 1.2: It is the responsibility of all members to ensure that their family members, tenants and guests are familiar with and abide by all Association rules.*

## STEP 1

ONCE THE EXPIRATION OF THE NOTICE HAS PASSED, THE HOME WILL BE REINSPECTED FOR THE ISSUE AND IF IT PERSISTS, A CITATION WILL BE SENT TO THE PROPERTY OWNER. THEY CAN APPEAL THE CITATION WITH THE CITATION REVIEW COMMITTEE AND THE BOARD EITHER IN WRITTEN APPEAL OR IN PERSON. THEY CAN SET UP AN IN-PERSON APPEAL BY CALLING 760-245-9756

## STEP 2

THE CITATION WILL BE REVIEWED BY THE CITATION REVIEW COMMITTEE TYPICALLY ON THE 1ST AND 3RD TUESDAY OF EVERY MONTH WHERE THEY WILL MAKE RECOMMENDATIONS TO THE BOARD ON THE CITATIONS



# CITATIONS PROCESS

**PART  
3**

## **STEP 3**

**THE BOARD WILL THEN MEET AND REVIEW THE CITATIONS AND DETERMINE IF THE FINE WILL BE UPHELD OR NOT**

## **STEP 4**

**A LETTER OF DETERMINATION WILL BE SENT AFTER THE BOARD MEETING ADVISING THE PROPERTY OWNER OF THE BOARD'S DECISION AND A FINE WILL BE ADDED TO THE ACCOUNT SHOULD THE BOARD DETERMINE ONE NECESSARY**

## **STEP 5**

**A DETERMINATION WILL BE SENT TO THE PROPERTY OWNER AND CITATIONS WILL BE SENT WITH A DOUBLE FINE EVERY 14 DAYS FROM THE ORIGINAL CITATION DATE UNTIL THE ISSUE IS RESOLVED**

**FROM THE CODE ENFORCEMENT DEPARTMENT**

