



**SECTION 23 PROPERTY OWNER'S ASSOCIATION, INC.
MANAGEMENT POLICY**

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DEED RESTRICTION ENFORCEMENT POLICY

Purpose: To establish policy and procedure for enforcement of Single and Multi-Family Deed Restrictions.

Scope: Deep Creek Section 23 is a Deed Restricted Community, and all deed restrictions are enforced by the POA Board of Directors who shall have the authority and responsibility in accordance with Article XXIII of Deep Creek Section 23 Single and Multi-Family Deed Restrictions to carry out the following procedure:

Procedure:

1. Violations are received from the Board of Directors, Deed Restriction Inspectors, CAM, or property owners. All violations are entered into the violation system which is maintained in the Section 23 POA Office. Deed Restriction Inspectors, Board of Directors, or CAM may validate any violation received by visiting the property.
2. An initial **Friendly Reminder Notice** is sent to property owner with a requested compliance timeframe of:

Violation	Timeframe*
A. Commercial Vehicles	24 hours
B. Parking on vacant lots, residential lawns, cul-de-sacs, parking of boats, trailers, campers, trucks	24 hours
C. Signs or displays	24 hours
D. Visible trash containers or non-construction recycle bins	24 hours
E. Disabled vehicle parking	48 hours
F. Residence usage for trade, business or commercial services	48 hours
G. Unsightly items	48 hours
H. Fence, hedge, enclosure, or wall height or other violations pertaining to other structures or buildings	10 days
I. Home or garage exterior	10 days
J. Landscaping including lawns, plants, shrubs, trees, etc.	10 days

***Exceptions (which at times can become unavoidable) to the above timeframes can only be approved by the Community Association Manager.**

3. Following the **Friendly Reminder Notice** compliance timeframe, a re-inspection will be performed. If non-compliant, a **Second Notice** is sent to the property owner with article number cited, giving the same compliance timeframe as Friendly Reminder Notice.
4. If non-compliant, a **Final Notice** is sent to the property owner with article number cited, giving the same compliance timeframe as the two previous notices. The Final Notice includes an additional statement **"matter will be turned over to POA Attorney if not resolved"**.
5. Following the **Final Notice** compliance timeframe, a re-inspection will be performed. If still non-compliant, the POA Attorney will be asked to send an **Attorney Letter** with the same compliance timeframe.
6. After all communications are exhausted from the POA Office and POA Attorney, if the property is still not in compliance, the violation will be given to the Board of Directors for review and approval to proceed with the legal process, the next step being **"offer to mediate"**. If "offer to mediate" does not resolve the violation the final step will be litigation.
7. Any repeat violations of the same deed restriction within a 12-month period are handled from the point of previous notification or as deemed appropriate by the Board of Directors.
8. Any construction that is initiated without a permit may incur a legal "cease and desist order".

*All attorney letters will be charged to the homeowner(s) account and certified postage. These charges will be the responsibility of the homeowner(s).

Adopted: April 28, 2016

Amended: November 16, 2017

Amended: April 25, 2019

Amended: November 11, 2021

Amended: January 13, 2022

Amended: December 12, 2024