



**110 Lakeshore South  
Onalaska, Texas 77360**

**August 7, 2014**

### **Deed Restriction Violation Procedure**

**The following procedure is to be followed by the Board of Directors for PAIA, Section I for Deed restriction violations.**

- 1. Deed restriction violations per the published article in the by-laws shall be identified by:
  - a. A Board Member, who shall bring it to the Board**
  - b. A resident who may bring it to the Board****
- 2. The violation shall be described in writing and accompanied when possible with a picture. In the case of an event violation (speeding, fireworks, road and parking violation) a description of the occurrence in writing shall be developed. As many details as possible shall be documented.**
- 3. The Board shall review as soon as possible the complaint and decide appropriate action, (a verbal warning, a written warning, a legal action)**
- 4. If a written warning is merited, the assigned Board member shall use the approved template and send the notice CERTIFIED MAIL to the offending property owner. No letter shall be sent without prior majority Board approval. The property owner must be given 30 days to remedy the violation. At any time during the process that the home owner requests additional time it may be granted by consensus of the Board but the request must be in writing.**
- 5. IF the prescribed remedy to the violation is not corrected within 31 days from the receipt of the certified letter PAIA may, depending on the violation, execute the necessary corrective action including filing a lien at the expense of the property owner or PAIA may proceed with appropriate Legal action with an attorney.**