



KINGSTOWNE RESIDENTIAL OWNERS CORPORATION

POLICY RESOLUTION NO. 24

Service Fees

WHEREAS, Section 55-509.3 of the Property Owners Association Act provides the Board of Trustees with the power to adopt a schedule of fees for services provided to individual members; and

WHEREAS, it is the intent of the Board of Trustees to exercise this power with respect to various services provided by the staff in connection with the application-for-approval and inspection related process that are beyond the scope of regular services.

NOW, THEREFORE, BE IT RESOLVED THAT:

The following fees shall be levied to assist KROC in the defrayal of the costs incurred by KROC in the execution of the various aspects of the covenant enforcement process. The schedule of service fees is as follows:

- a. \$100 for the staff's exterior lot inspection conducted in preparation of a hearing before the Board of Trustees.
- b. \$100 for the staff's processing of an application to the Architectural Review Committee submitted by an owner after the modification has already occurred if an application is not received within fourteen (14) days of notification to submit. Written notification will be provided as a one-time courtesy and future modifications without approval will be required to pay the fee.
- c. \$150 for the staff's processing of an application to the Architectural Review Committee when the owner fails to complete an application after receipt of at least two written requests to do so.

EFFECTIVE DATE OF RESOLUTION

The policy was approved on this 7th day of November 2018 by the Kingstowne Residential Owners Corporation Board of Trustees.

Kathleen Snyder, President
Board of Trustees
Kingstowne Residential Owners Corporation

Policy Name	Number	Approved	Revised
Service Fee Policy	24	November 7, 2018	