



Governors Towne Club HOA, Inc.

Schedule of Fines and Fees with Procedure Policy (Compiled from Covenants/Bylaws and Policies)

GTC HOA Board Approved July 2025

Citations will be issued because of a community rules or regulations violations of the Declaration of Covenants, Conditions and Restrictions (DCCR, CCR, Bylaws) or the GTC Architectural Standards Committee guidelines (ARC, ASC). You must remit payment in the form of a check or money order within 30 days to Governor Towne Club Homeowners Association Inc. (GTC HOA), 4200 Governors Towne Dr. Building 100, Acworth, GA 30101. Non-lot owners that fail to make the payment shall be banned from the community, as provided by law. Lot owners shall be held accountable for the non-payment of fines by their visitors. Written appeals must be received by HOA management within 7 calendar days in person or by email to: econnor@cmacommunities.com

Guiding Principles

1. **Fairness and Consistency:** All residents will be treated equitably, and the process will be applied consistently.
2. **Education and Compliance:** The primary goal is to educate residents about the standards and achieve voluntary compliance, rather than simply issuing fines.
3. **Progressive Escalation:** The process involves a series of steps, starting with notice and increasing in severity for persistent or unaddressed violations.
4. **Transparency:** The process and applicable fines will be clearly communicated to all residents.
5. **Due Process:** Residents will be afforded the opportunity for a hearing before the imposition of fines, as required by the CCR/Bylaws.

Violation Identification

1. Regular community inspections conducted by the HOA Board, management company, or designated committee.
2. Valid resident complaints, which should be documented and verified by the HOA.

Hearing Process

1. Right to Hearing: Prior to the imposition of any fine (from Step 2 onwards), the homeowner will have the right to request a hearing before the Board of Directors or a designated Fining Committee.
2. Request: The homeowner must submit a written request for a hearing within a specified timeframe (e.g., 5-7 days) from the date of the fine notification. Email is acceptable.
3. Procedure: At the hearing, the homeowner will have the opportunity to present their case, evidence, and reasons for non-compliance. The Board/Committee will review the evidence presented by both the HOA and the homeowner and make a decision regarding the violation and fine. The homeowner may or may not be notified of the outcome at the meeting if a review by the ARC is required to cure the violation.

Enforcement of Fines

1. Payment Due Date: Fines will be due within 30 days of official imposition (i.e., after the hearing process, if requested, or after the deadline to request a hearing has passed).
2. Collection: Unpaid fines will become delinquent and may be subject to late fees and interest as per the CCR/Bylaws.
3. Lien: The Association reserves the right to place a lien on the homeowner's property for unpaid fines, assessments, and related collection costs, as permitted by the CCR/Bylaws and state law.
4. Legal Action: In cases of persistent non-compliance and unpaid fines, the Association may pursue legal action to collect outstanding amounts and/or compel compliance, with the homeowner responsible for all associated legal fees and costs.

FINES

Cost to repair	Damage to GTC gates	Board
\$1500.00 + repair\$	Damage to GTC gates each time after first	Board
\$150.00 minimum	Excessive Speed	a, b
\$150.00	Reckless Driving	a, b
\$50.00	Stop Sign Violation	a, b
\$50.00	Improper Parking / Overnight parking	a, b
\$50.00	No Parking Zone	a, b
\$200.00	Abuse of HOA Employee and/or Security Guards	a, b
\$100.00	Trespassing	a, b
\$100.00	Working Outside Authorized Work Times/Days	a, b
\$250.00	Soliciting	a, b
\$150.00	Yard sign violation	f
\$200.00	Disturbing the Peace	a, b
\$200.00	Littering or improper dumping	a, b
\$50-100.00	Golf Cart violations (see Personal Transportation Policy)	g
	\$50.00 Operating cart on property without decal/transponder	
	\$50.00 Equipment violation in section 3h or paragraph 7	
	\$50.00 Driving on unapproved paths, sidewalks, landscape, etc	
	\$50.00 Transporting baggage, coolers, or other objects on roof	
	\$50.00 Towing a utility cart or wagon without approved hitch	
	\$100.00 Exceeding the maximum capacity of the golf cart	
	\$100.00 Standing or riding on the golf cart framework	
	\$100.00 Underage children operating a golf cart	
	\$100.00 Transporting infants or small children improperly	
	\$100.00 Towing or dragging bicycle, skateboard, etc	
	\$100.00 Side by side operation, Racing or other activities	
\$500.00	Operation of RVs (gocarts, ATVs, 4wheelers, dirt bikes, etc.)	h
\$200.00	Deviation from the original landscape and site plans	Board
\$150.00	Lawn care (mowing to 4inches and edging)	Board
\$500.00	Tree removal without approval	Board
\$100.00	Shrub removal without approval	Board
\$100.00	Garbage cans not concealed or left at curb	Board

FEES

\$50-200.00	Resident request for ASC (Fence, Paint, Landscape, Play eqpt, Deco)	Board
\$200.00	Resident outside remodel, additions, improvements ASC review	c, d
\$275.00	GTC Amenity exclusive use rental (Play park, Baseball, Basketball)	e
\$200.00	GTC Amenity exclusive use rental – Trash removal as needed	e
\$3000.00+	Foreclosure – Admin fee is 3k plus any annual assessments	i
\$2500.00	Initiation fee	Board

**More than 2 excessive speed violations in 12 months and fine will double and homeowner may lose transponders.

- (a) GTC HOA Schedule of Fines July 1, 2020 policy
- (b) GTC HOA Traffic and Safety Policy Sept 2, 2021 policy
- (c) GTC Architectural Standards Committee Guidelines, Design Standards para18
- (d) GTC Architectural Standards Committee Guidelines, Fee Summary
- (e) GTC HOA Amenities Policy Terms and Conditions

- (f) GTC HOA Yard Sign Policy
- (g) GTC HOA Personal Transportation Vehicle Operation Policy and Rules
- (h) GTC HOA Traffic and Safety Policy
- (i) GTC CCR/Bylaws Amendment 10 for Section 9

Other assessments may include but not limited to Initiation Fee, Annual Assessments, Special Assessments, Individual and Specific Assessments, Late Charges, Interest, Court Costs, Attorney's Fees and Lien on Lot or Dwelling... IX 9.01, 9.02 and 9.06

All of the above procedures have been established in compliance with the Governors Towne Club HOA Covenants and GTC Policies:

ARTICLE XI, Section 14

“The Association is hereby authorized to promulgate, administer, and enforce additional reasonable rules and regulations governing vehicular and pedestrian traffic, including reasonable safety measures and speed limits within the Development. The Association shall be entitled to enforce same by establishing such enforcement procedures, as it deems appropriate including levying fines for the violation thereof.”

PROCEDURE FOR VIOLATION NOTIFICATION (Article XII 12.04 and 12.05):

Article XII, Section 12.04

Written demand to cease and desist from violation specifying:

1. Alleged violation
2. Action required to abate the violations
3. Time period of not less than TEN days to abate

Within TWELVE months the violation has not been corrected a hearing will be held with the Board of Directors

Article XII, section 12.05 (See 10th Amendment)

Day 1 - Notice of violation giving 10 days to remedy (No fine at this point)

Day 10 – Warning Notice at 10 days, set date to remedy or be fined (No fine at this point)

Day 20 – Notice of Fine, each +10 days, Amount of fine and ten days to remedy (Fine per schedule)

Day 30 – Fine for failure to remedy +\$150 (Fine + \$150.00)

Day 40 – Fine for failure to remedy +\$300 (Fine + \$150 + \$300)

Day 50 – Fine for failure to remedy +\$500 now, and again for every following ten days

On Day 30, an option of daily fines will be considered especially but not limited to safety violations, unapproved construction, waste accumulation, vegetation removal without approval, recurring violation.