



Violation Appeal Process

When a second or subsequent violation notice is sent to a member, the notice includes a statement notifying the member that he or she has the right to appeal the violation and the imposition of the fine. When a member wants to appeal a violation, he or she must send written notice to Tesoro at Grayhawk Condominium Association, c/o Associated Property Management, 3260 East Indian School Road, Phoenix, AZ 85018, that he or she is requesting an appeal of the violation. *Neither email nor fax delivery are permitted.*

- Appeals shall be received at the address identified in the preceding paragraph within ten (10) days of the date of the violation notification letter sent to the member. That date can be found directly above the mailing address on the violation letter.
- Appeals shall demonstrate extenuating circumstances which require deviation from the CC&Rs and/or Association Rules and/or Architectural Guidelines.
- Appeals shall include all pertinent backup information to support the existence of the extenuating circumstances.
- All decisions of the board are final.
- Any appeal that does not meet the above requirements shall not be otherwise considered by the board. Any such appeal shall be considered heard and denied.
- A member whose appeal is not thus denied will be given written notice as to the time and place that the appeal is scheduled to be heard.
- The appeal shall be heard in a closed session meeting of the board of directors.
- The board president or alternative presiding officer will introduce all parties.
- Lengthy discussions are not a part of an appeal process. The board, in its sole discretion, shall determine the time devoted to an appeal.
- The member who is appealing will be asked to state his or her case and present any applicable documentation.
- Each board member will have the opportunity to ask the member specific questions regarding the appeal.
- Upon completion of the question and answer period, the board president or alternative presiding officer will state that the appeal has been heard and the board will make its decision in closed session. Written notice of the board's decision will be given via regular mail to the member within seven (7) working days of the meeting/appeal hearing date.

Effective: August 15, 2019