

APPENDIX A-1

CANYON PARK HOMEOWNERS ASSOCIATION, INC. HEARING PROCEDURES RESOLUTION

This resolution is made this on the date set forth below by the Board of Directors for the Canyon Park Homeowners Association, Inc., a Utah non-profit corporation.

RECITALS

A. Certain real property in Weber County, Utah, known as Canyon Park Subdivision, was subjected to certain covenants, conditions, and restrictions pursuant to a Declaration of Covenants, Conditions, and Restrictions (the "Declaration");

B. The Board of Directors desires to set forth procedures for hearings to ensure that the hearing process is fair to all parties involved;

C. This Resolution was properly adopted by the necessary vote of the Board of Directors in compliance with the provisions of the Bylaws of Canyon Park Homeowners Association, Inc.

NOW BE IT RESOLVED:

1. That the following procedures shall govern an informal hearing of the Board of Directors:

a. Scheduling a Hearing/Continuances/Failure to Appear: The hearing shall, within reason, be conducted at the first Board meeting after the receipt of the request. The Board shall give notice of the date, time, and location of the hearing to the requesting Owner. Notice of the hearing shall be delivered to the requesting Owner and, if necessary, to the complaining Owner by USPS first-class mail, postage prepaid, or by hand delivery. No other Owners or parties shall be entitled to notice of the hearing. If the hearing date is unacceptable to the requesting Owner, they shall be entitled to one (1) continuance of the hearing date. To receive a continuance, the requesting Owner shall deliver a written request for continuance to the Association. The request must be received by the Association prior to the original hearing date. The continued hearing shall, within reason, take place at the second Board meeting after the receipt of the original request for hearing. Failure by a requesting Owner to appear at a hearing or continued hearing shall result in a waiver of the requesting Owner's right to hearing and the enforcement action shall be deemed uncontested.

b. Hearing Procedures/Decision: The hearing shall be conducted by a minimum of three (3) Board members. The requesting Owner shall be given fifteen (15) minutes to dispute the fine. The requesting Owner may present documentation or witnesses to dispute the fine. The Board may question the requesting Owner or witnesses during the hearing. If the request for hearing is based on the complaint of neighboring Owners, the Board shall interview the neighboring Owners during the hearing. After hearing the requesting Owner's position and evidence, the Board may either render its decision at the hearing or take the evidence and

argument under advisement. If the Board takes the evidence under advisement, they shall render a final decision by the next scheduled regular Board meeting. Once a decision is rendered, the Board shall give written notice of their decision to the requesting owner. All decisions of the Board are final.

ATTEST:

Lucki S. Latimer
President

Karen Wright
Secretary

Effective Date: December 01, 2014