

Brandermill Community Association
Hypothetical Case Activity
Best Case - Time Line

1. May 1 – 123 Brandermill St. receives a Violation notice for rotted window sill and house siding issues. June 1 is noted as the deadline for compliance.
2. June 5 – Re-inspection. Violation remains.
3. June 10 – Certified and first class letters are mailed notifying the owner that the matter will be on the agenda at the next Hearing Panel meeting on June 24. (14 day notice and certified letter are requirements of Virginia POA).
4. June 24 - Property is re-inspected and the violation remains. Photos are taken and a case history is prepared for the Hearing Panel members.
5. June 24 –Hearing Panel meets. Resident does not attend and has not contacted the BCA. Hearing Panel votes to impose deadline of July 25. Charges of \$10 per day, for a maximum of 90 days, will be assessed retroactive to Hearing Panel date if violations are not corrected by new due date. Charges are in accordance Virginia POA.
6. August 1 – The property is re-inspected and the work has not been completed. More photos are taken for the record.
7. August 5 – Case presented to Community Manager during the regular monthly Property Management meeting. CAM authorizes charges to be assessed retroactive to Hearing Panel date.
8. August and September– Staff conducts periodic inspections, and the violation remains. Last chance letter sent to owner advising possible legal action to include placing lien on the property if they do not correct the deficiencies.

9. October –

A. Property Management violations monthly meeting. Violation remains and charges (\$900.00) are unpaid. No communication with resident has ever occurred. 90 day time period for assessing charges has been met.

B. Depending on the severity of a violation CAM may decide to pursue the matter in Chesterfield Circuit Court. In this case CAM authorizes case to be referred to appropriate attorney to compel the owner to bring the property into compliance (Chesterfield County Circuit Court).

10. November - Attorney sends 30 day demand letter to the owner.

11. December – No response received from the owner. ⁱ

12. January - Attorney files law suit with Circuit Clerk.

13. February - Court requires defendant to file answer.

14. March – Court sets first hearing date for April. ⁱⁱ

15. April – Court will determine further time lines and hearings as necessary.

ⁱ It's possible counsel will hear directly from homeowner. Counsel will notify BCA of discussions, and time lines if appropriate for compliance.

ⁱⁱ This is an estimate based upon previous experience.