

ORHA Restrictions Committee Guidelines  
Revised 09/06/2016

- The ORHA Restrictions Committee is an advisory committee to the ORHA Board of Directors. The Committee Chairman is appointed by the President in accordance with the ORHA By-Laws and consists of a Restrictions Committee Chairman and an unspecified number of committee members.
  
- The Restrictions Committee Chairman has the ultimate responsibility for:
  - Who serves on the Restrictions Committee.
  - The roles of each committee member.
  - The time, date, and location of Restrictions Committee meetings.
  - Written or typed minutes of all Restrictions Committee meetings and forwarding the same to the Secretary.
  - Who attends the BOD meetings and presents any findings or recommendations of the Restrictions Committee.
  - The findings must be in written form and describe:
    - The complaint, the name and address of the parcel owner who has submitted the complaint, and the name and address of the parcel owner the complaint is being lodged against.
    - The specific Oak Ridge Restriction, and/or the specific Pasco County Ordinance, or the specific Pasco County Land Development Code reference the complaint refers to.
    - The chronological record of all correspondence or inquiry with any party concerning the investigation and resolution of the complaint.
    - Photographic evidence to confirm the complaint.

In the absence of a valid parcel owner complaint, the Restrictions Committee may recommend to the BOD that action be commenced on any property owner allowing a condition to exist on their property that is in violation of the ORHA Deed Restrictions or Pasco County Ordinances for a period of sixty consecutive days. Photographic evidence of the violation must be documented and dated to prove non-compliance for the sixty day time period. (rev. 09/06/16)

The Restrictions Committee may file an immediate Pasco County Customer Service Request upon BOD authorization and provided the BOD determines that the reported condition is a matter of safety to the public or a matter of safety to the residents within Oak Ridge Subdivision. The Restrictions Committee shall concurrently mail an ORHA Courtesy Letter and supporting documentation in accordance with these Guidelines to the affected property owner.

- The Restrictions Committee Chairman will call for and record the vote of yeas and nays when the Restrictions Committee has concluded their analysis and determine whether to proceed with the information gathered and call for a BOD meeting.
- Expenses are borne by the Association. The Treasurer has responsibility for reimbursement. Please CC: the President and the Vice-President when you submit expense reimbursement to the Treasurer.

Your safety is paramount! If any threat is received, contact Law Enforcement! Treat all Oak Ridge parcel owners with respect.

Document what you do. The expectation is to solve the complaint without legal action and every conceivable effort will be made to resolve the complaint in this manner, but that resolve is not always possible.

Seek input from the neighbors of the parcel owner to which the complaint is being lodged. Their input could be valuable in ascertaining special situations (divorce, death, illness).

Make every effort to talk with the parcel owner to which the complaint is being lodged.