

## HOW TO FILE A COMPLAINT ABOUT COVENANT VIOLATIONS

If you are concerned about poor exterior maintenance of a property (including the house and the yard) in Oakland Mills, you now have two ways to raise your concerns:

- Call Bill Deneau, our Covenant Advisor for Property Concerns, at 410-730-4610 or send him an email at [propertyconcerns@oaklandmills.org](mailto:propertyconcerns@oaklandmills.org)
- Submit an on-line complaint form at our website: [oaklandmills.org](http://oaklandmills.org)

On our website, click on the heading that says Covenant Info  
The last item on the pull-down menu will be the Covenant Complaint Form  
After filling in the information about your complaint, select one of the following options:

- I wish to remain anonymous.
- I wish to keep my personal information confidential but would like to receive a status update on this complaint.
- I do not want my information to remain confidential and it can be shared with the property that I am complaining about and any other individuals in relation to the complaint. I would like to receive a status update on this complaint.

NOTE: If you chose the second or third options, there is a space where you can choose the way you want to be contacted and fill in the information so we know how to reach you.

What happens next? Our new complaint process goes into effect.

Within 5 working days, the Covenant Advisor and a member of the Architecture Committee will visit the site to determine if the complaint is valid and violates the village covenants.

If it is, the Covenant Advisor will send a letter to the owner of the property in violation and discuss how to bring the property in compliance. If the owner does not comply within 6 months, the full Architecture Committee (who also serve as members of the Village Board) can vote to send the violation to the Columbia Association's Architectural Resource Committee (ARC) for possible legal action.

If you are not sure if something violates the covenants, contact Bill Deneau and he will be happy to discuss your concerns.