

Tatum Ranch Community Association Architectural Committee

Nuisance Policy & Procedure

The Nuisance Policy and Procedure outlines the Architectural Committee policy and procedure for handling nuisance complaints submitted by TRCA residential and commercial property owners.

1. All nuisance complaints will be submitted to the Architectural Committee for review at the next scheduled meeting.
2. Staff will send a notice to the alleged offender stating that a complaint has been received and outlining the nature of the nuisance.
3. The Committee will review the report and assign a member of the Committee to conduct site visits to the property that the complaint has been filed against to determine if the complaint can be substantiated.
4. Three site visits will be conducted within the two-week time period from when the complaint is first reviewed to the next meeting in which the site visit results are reviewed.
5. The Committee member that conducts the site-visits will document their findings on a "Nuisance Site Visit" form and submit the completed form at the next Committee meeting.
6. The Committee will review the "Nuisance Site Visit" form(s) and discuss the findings as a whole. The Committee will then declare the nuisance complaint "substantiated" or "unsubstantiated."
7. The property owner that issued the nuisance complaint will be notified of the Committee's findings:
 - a. Unsubstantiated: The Architectural Committee was unable to substantiate the complaint made and a record of the findings will be filed with the TRCA office. The property owner that submitted the complaint and the property owner that the complaint was filed against will be notified.

If the nuisance complaint is unsubstantiated, but additional complaints are submitted, the Architectural Committee will not conduct on-site visits for a period of one year after the date of the original nuisance complaint submission.
 - b. Substantiated: The Architectural Committee was able to substantiate the complaint made and a record of the findings will be filed with the TRCA office. A letter will be sent to both parties informing them that the complaint was substantiated and that details of the finding are available upon written request.
8. The property owner may take further action by filing a formal complaint with the City of Phoenix or by contacting the Phoenix Police Department:

<http://phoenix.gov/police>