

**APPENDIX B**  
**APPROVED BY RESOLUTION NO. 11 (SERIES OF 2019)**  
**EFFECTIVE MARCH 1, 2020**

<b>SCHEDULE OF FINES</b>		
#	Stage 1 Violation	Fine Range** \
1	Failure to submit accurate and all documentation required to qualify by original deadline set by APCA.	\$150 - \$180
2	Failure to provide requested information to establish continued compliance by original deadline set by APCA.	\$150 - \$180
3	Failure to provide Census Information by original deadline set by APCA.	\$150 - \$180
4	Failure to pay HOA assessments (general or special) after failing to cure delinquency. HOA must follow collections policies and procedures under CCIOA before reporting owner to APCA.	\$150 - \$180
5	Failure to pay property taxes annually by the deadline imposed by Pitkin County.	\$150 - \$180
6	Failure to allow the APCA to inspect the property or unit as provided in the deed restriction, after providing Owner with no less than 24 hours' written notice.	\$150 - \$180
7	Failure to get roommate approved prior to move-in.	\$150 - \$180
8	Intentionally Left Blank	\$150 - \$180
<p>**Fines will be adjusted annually based upon the Consumer Price Index, All Items, U.S. City Average, Urban Wage Earners and Clerical Workers (Current Series) published by the U.S. Department of Labor, Bureau of Labor Statistics. Fine amounts shall increase by an amount based upon the CPI effective January 1 of each year. Stage 1 Violations will have 15 days to cure prior to assessing any fines.</p>		

## REGULATION APPENDICES

### APPENDIX A: APCA FEE SCHEDULE

<i>APCHA Fee</i>	<i>Amount</i>
Ownership Application Fee Payable upon submission of application and/or Ownership Application and Bid Packet No Bid Fee for first bid submitted with Ownership Application	\$50
Ownership Bid Submission Fee Per-bid amount payable upon submission of bids after initial ownership application	\$5
First-Time Tenant Long-term Rental Application Fee (Non-Managed, Managed, Tax Credit Properties) / Payable upon submission of application	\$50
Seasonal/Dormitory Rental Application Fee (per person) Payable upon submission of application	\$35
Rental Requalification Fee (Non-Managed, Managed, Tax Credit Properties) Payable by APCA tenants and owners upon requalification every two years	\$35
Sale Listing Fee Non-refundable portion of Transaction Fee payable by seller upon listing	\$750
Sale Transaction Fee Payable upon closing, includes non-refundable Sale Listing Fee	2% of sale price
Ownership Transfer Fee Payable by transferor upon transfer of ownership unit to immediate family member No transaction fee for immediate family transfers	\$100
Capital Improvements Review and Site Visit	\$50
Fee-in-lieu (city fee) and Impact Fee (county fee), Also known as a Dedication Fee charged for private sector property development, Calculated under city and county land use regulations and codes and APCA Regulations	*

\*The fee-in-lieu/impact fee is based on the corresponding sections of the Land Use Codes for the City and County.

#	Stage 2 Violation	Fine Amount
1	Failure to requalify by Stage 1 NOV deadline.	\$400 to \$480
2	Failure to provide requested information to establish continued compliance by Stage 1 NOV deadline.	\$400 to \$480
3	Failure to provide Census Information by Stage 1 NOV deadline.	\$400 to \$480
4	Failure to pay HOA assessments (general or special) by Stage 1 NOV deadline.	\$400 to \$480
5	Failure to pay property taxes by Stage 1 NOV deadline.	\$400 to \$480
6	Failure to maintain eligibility (generally).	\$400 to \$480
7	Failure to obtain approved Leave of Absence (LOA).	\$400 to \$480
8	Failure to provide APCHA with copy of signed lease prior to occupancy by tenant(s).	\$400 to \$480
9	Failure to notify APCHA in writing of any default within five business days of Owner's notification; e.g., pending foreclosure.	\$400 to \$480
10	Failure to cure Stage 1 Violation.	\$400 to \$480
11	Intentionally Left Blank	\$400 to \$480
12	Intentionally Left Blank	\$400 to \$480

#	Stage 3 Violation	Fine Amount
1	Failure to requalify by Stage 2 NOV deadline.	\$1,000 - \$1,200
2	Failure to provide requested information to establish continued compliance by Stage 2 NOV deadline.	\$1,000 - \$1,200
3	Failure to provide Census Information by Stage 2 NOV deadline.	\$1,000 - \$1,200
4	Failure to pay HOA assessments (general or special) by Stage 2 NOV deadline.	\$1,000 - \$1,200
5	Failure to pay property taxes by Stage 2 NOV deadline.	\$1,000 - \$1,200
6	Failure to get lease approved in advance.	\$1,000 - \$1,200
7	Charging rent up to \$200 in excess of amount permitted by Deed Restriction and/or Regulations.	\$1,000 - \$1,200
8	Exceeding maximum vacancy period of rental unit.	\$1,000 - \$1,200
9	Failure to cure Stage 2 Violation or Pay Stage 2 Fine.	\$1,000 - \$1,200
10	Intentionally Left Blank	\$1,000 - \$1,200
11	Intentionally Left Blank	\$1,000 - \$1,200
12	Intentionally Left Blank	\$1,000 - \$1,200

#	Stage 4 Violation	Fine Amount
1	Failure to requalify by Stage 3 NOV deadline.	\$2,500 - \$3,000
2	Failure to provide requested information to establish continued compliance by Stage 3 NOV deadline.	\$2,500 - \$3,000
3	Failure to provide Census Information by Stage 3 NOV deadline.	\$2,500 - \$3,000
4	Failure to pay HOA assessments (general or special) by Stage 3 NOV deadline.	\$2,500 - \$3,000
5	Failure to pay property taxes by Stage 3 NOV deadline.	\$2,500 - \$3,000
6	Failure to occupy unit as sole and exclusive place of residence.	\$2,500 - \$3,000
7	Failure to use and occupy unit exclusively to house persons who meet the definition of Qualified Resident(s) (owner(s)) and their families.	\$2,500 - \$3,000
8	Failure to work full-time in Pitkin County as required by Deed Restriction and/or Regulations.	\$2,500 - \$3,000
9	Owning other developed residential property in OEZ in violation of Deed Restriction and/or Regulations.	\$2,500 - \$3,000
10	Use of premises for other than residential purposes.	\$2,500 - \$3,000
11	Advertising rental without APCA approval as required by Deed Restriction and/or Regulations.	\$2,500 - \$3,000
12	Charging more than \$200 in rent in excess of amount permitted by Deed Restriction and/or Regulations.	\$2,500 - \$3,000
13	Failure to cure Stage 3 Violation or Pay Stage 3 Fine.	\$2,500 - \$3,000
14	Intentionally Left Blank	\$2,500 - \$3,000
15	Intentionally Left Blank	\$2,500 - \$3,000

#	Stage 5 Violation	Fine Amount
1	Failure to requalify by Stage 4 NOV deadline.	\$5,000 – \$6,000
2	Failure to provide requested information to establish continued compliance by Stage 4 NOV deadline.	\$5,000 - \$6,000
3	Failure to provide Census Information by Stage 4 NOV deadline.	\$5,000 - \$6,000
4	Failure to pay HOA assessments (general or special) by Stage 4 NOV deadline.	\$5,000 - \$6,000
5	Failure to pay property taxes by Stage 4 NOV deadline.	\$5,000 - \$6,000
6	Failure to occupy unit as sole place of residence during time unit is owned by Stage 4 NOV deadline.	\$5,000 - \$6,000
7	Failure to use and occupy unit exclusively to house persons who meet the definition of Qualified Resident(s) (owner(s)) and their families by Stage 4 NOV deadline.	\$5,000 - \$6,000
8	Failure to work full-time in Pitkin County as required by Deed Restriction and/or Regulations by Stage 4 NOV deadline.	\$5,000 - \$6,000
9	Failing to list other developed residential property in OEZ in violation of Deed Restriction and/or Regulations by Stage 4 NOV deadline.	\$5,000 - \$6,000
10	Selling or conveying a property or unit without APCA approval.	\$5,000 - \$6,000
11	Encumbering property with debt in any form which exceeds at any time the Maximum Resale Price of the Unit.	\$5,000 - \$6,000
12	Permitting any use or occupancy of Unit not in compliance with the Deed Restriction and/or Regulations.	\$5,000 - \$6,000
13	Making unauthorized improvements and/or failing to obtain building permit or certificate of occupancy with respect to capital improvements.	\$5,000 - \$6,000
14	Creating an additional dwelling unit as defined in the Pitkin County or City of Aspen Land Use Codes, in or on the property.	\$5,000 - \$6,000
15	Rental of all or part of a unit in violation of the Deed Restriction and/or Regulations.	\$5,000 - \$6,000
16	Submitting false/inaccurate information.	\$5,000 - \$6,000

17	Failure by Non-Qualified Transferees to transfer Property or Unit to a Qualified Buyer.	\$5,000 - \$6,000
18	Using deed restricted property as income producing property.	\$5,000 - \$6,000
19	Failure to list home by deadline after NOV becomes final.	\$5,000 - \$6,000
20	Accepting any consideration which would cause an increase in the purchase price above the bid price to induce an Owner to sell to a prospective buyer.	\$5,000 - \$6,000
21	Fraud (as defined in Regulations).	\$5,000 - \$6,000
22	Selling or otherwise transferring Unit not in accordance with the Deed Restriction and/or Regulations.	\$5,000 - \$6,000
23	Sell or otherwise transfer Unit for use in a trade or business.	\$5,000 - \$6,000
24	Purchasing other developed residential property in O EZ while owning an APCA deed restricted property.	\$5,000 - \$6,000
25	Failure to Cure Stage 4 Violation or Pay Stage 4 Fine.	\$5,000 - \$6,000
26	Intentionally Left Blank	\$5,000 - \$6,000
27	Intentionally Left Blank	\$5,000 - \$6,000