

Annual Inspections

Purpose

Annually the Board of Directors are required to perform an inspection of all properties within the community. This includes both owner properties and common elements. The inspection teams will use subjective observations of specific areas of the property. Because the inspection teams are using individual interpretations an extensive appeal process has been put in place.

The inspection teams are looking for reasonable care to the property. The intent of the inspection is not to judge how well the property is maintained. There are times when an owner may not be aware of a condition that needs attention. Often times an owner may not perform a personal inspection of the entire property or may not become aware of a condition. Inspection is intended to be a positive experience that's benefits both the owner and the community.

Appeal Process

If an owner does not agree with the observation of the inspection team they can make comments on the inspection form and return it to the director in charge of inspections. The director will examine the reported objections and advise the owner. If the owner does not agree with those findings then the owner can appeal the inspection to the President of the Board of Directors. If the President agrees with the inspection results an appeal committee will be convened and the owner can present their appeal to the inspection committee.

Inspection Committee

A committee will consist of five (5) members of the community who do not serve on the board, the Director in charge of inspections and the President. The two directors will not vote on the appeal but enforce the decision of the appeal committee and observe the appeal process. The decision of the appeal committee is final.

Procedure

Teams of 2 or more will perform the inspections. If there are items reported on the Inspection form a copy of the form will be left with the property owner. If the owner is not home at the time of the inspection then the form will be mailed to the property address or any other address currently on record with the Board of Directors. If there are no items reported then a small sheet will be left at the property acknowledging a satisfactory result.

Areas of Inspection

Mail Box

- The area surrounding the post and the box must be maintained to present a neat appearance.
- The roof of the box should be free of mildew. If cleaning of the roof does not recondition the roof then paint.

Flower Box / Planter

- All homes require a planter in the front of the property. Some homes also have a planter or flower area along the parameter of the property.
- Weeds showing evidence of lack of care for more than a 30 day period will be cited. An occasional weed may merely mean the owner has not performed normal maintenance recently and is expected.
- The bricks / stones surrounding the area should be free of mildew. Mildew may appear in either black mildew or green algae.
- Shrubs should be pruned and the shrubs show signs of periodic care. Shrubs cannot grow higher than the window in the front of the property. If shrubs are used as a privacy fence on the parameter of the property they should not exceed the height of the roof or carport.
- No shrub should be of a height as to interfere with the traffic flow at an intersection regardless of height. This is deemed a safety hazard. There is a 5 foot maximum limit imposed by the deed restrictions.

House

- There should be no evidence of oxidization of paint that results in streaks or discolor the house.
- The exterior walls / siding of the property should be free of any large areas of mildew.
- The house should not show any evidence of excessive dirt, soot or grime.
- The siding and doors should be properly maintained. Rusted areas should be touched up with a matching color of paint.
- Grass growing from the wire mesh must be removed.

Roof

- Roof should show signs of periodical maintenance. A build up of dirt or debris must be cleaned. If the owner cannot complete the cleaning of the roof within the 30 days the owner must provide a suggested date for the cleaning to the director in charge of inspections.

- There should be no an excessive accumulation of debris on the roof. Recent vegetation or branches will be assumed to be normal. The inspection team can assume the debris will be removed in a timely manor under the under normal maintenance process.
- A roof or roof over showing signs of discolor should be painted with an approved paint sealer.

Gutter & Downspout

- Gutters should be free of debris.
- Gutters should show no vegetation growth in the gutters
- Downspouts should be properly joined together and show no evidence of obstruction.
- All tubes or devises attached to a downspout can not show any signs of erosion on the owners property, common property and adjacent property.

General

- Lawns should not show excessive bare spots or damaged grass areas. During winter months it is common for the grass to show signs of browning. It is understood grass does not do well under the large tress in the community and bare spots cannot be avoided.
- Trees should be trimmed so as not to cause any obstructions to emergency vehicles or pedestrians. If a tree limb or branch is touching any roof or property, the inspection team will alert the owner. This is not a violation but can cause ants and incest to invade your rood structure. Trees are a source of carpenter ants and other pest who can reach the roof and subsequent structure of the roof causing severe damage.

Driveway

- Any driveway where the concrete pads have raised up and may cause an unsafe walking condition needs to be repaired.
- Painted driveways showing signs of wear or corrosion should be maintained. However unless the driveway is in a serious state of maintenance it is upon the owner to maintain the painted driveways as the owners see fit.
- Driveways cannot be used as a storage area. Placement of BBQ grill, furniture or other items used to enhance a living space is acceptable. Trash cans should be neatly placed in the driveway / carport if they are outside of the shed or screened area.

Repairs

- Any item on the inspection report requiring repair will be noted on the form. The items for repair have footnote numbers by the item.

Comments

- Comments by the inspection team may be included as a point of reference. These may be comments to make the owner aware of a condition that require attention.

Renovations / Repairs

- All repairs or corrections must be completed within 30 days unless a suggested date is provided by the owner.
- Once all inspections items have been corrected the form must be signed, dated and return by the owner to the directors mail slot in the clubhouse office.