

GLENSHIRE/DEVONSHIRE RESIDENTS ASSOCIATION
Property Inspection Policy

It is the policy of the Glenshire/Devonshire Residents Association to activate and perform property inspections for the following reasons:

- **Yearly Inspection:** Each summer the Association will perform a visual drive by inspection of all properties within the Association. All noted non compliant situations will be noticed to property owner with time line for correction.
- **Sellers Agent/Demand Letter:** A full property inspection will be activated when the Association receives a request to inspect from the sellers listing agent or a demand letter for the sale or refinance of designated property. The property owner will be notified if the property has no violations or noted violations and of their responsibility to disclose to buyer and lender.
- **Intent to Improve:** A full property inspection will be performed any time a proposed new improvement has been submitted to the Association. Approval of any project is contingent on all noted non-compliance issues at the time of the preliminary project inspection.
- **Notice by Association or Complaint:** The Association will notice property owners of any non-compliant matter when it has been brought to the attention of the Association by other homeowners or is observed by staff during the performance of any association duty.
- **Assessment of Damages:** Any violation may be cause for the assessment of damages. Notice to property owners will be given prior to the board considering the assessment of damages according to the guidelines set by law. The Board of Directors reserves the right to assess damages for recurring violations that have been previously noticed or have been denied permission or not granted a temporary variance.