

**IGNACIO CREEK HOMEOWNERS ASSOCIATION**  
**POLICY REGARDING PROPERTY INSPECTIONS**  
**Adopted – August 27, 2015**

The Ignacio Creek HOA Board of Directors has adopted the following policy with regard to property inspections incident to real estate sales and property refinancing by Owners in this Planned Development. (Note: Please refer to the Statement of Maintenance Obligations for further details as to the division of maintenance responsibilities between Owners and the Association.)

1. Inspection Reports – Reports indicating possible maintenance issues that are the Association’s responsibility under the CC&Rs must provide sufficient detail to enable the HOA to evaluate the necessity for and timing of such repairs. We suggest that the inspector provide photographs, and the specific location of the items for which an HOA review has been requested.
2. Scheduling Repairs – Owners and buyers must understand that not all items that are recommended for replacement by an inspector can (or should) be replaced immediately. The Association maintains a regular maintenance schedule for all 79 units and the HOA Clubhouse/Office. This maintenance includes work on each building’s major exterior components (roofing, siding, trim, and painting). Most non-critical repairs are done during these “maintenance cycles.”
3. Critical Repairs – On an annual basis, the Association surveys all siding and decks for critical repairs that cannot wait until the next scheduled maintenance cycle for the affected building.
4. Response to Inspection Reports – The HOA will have our contractor review inspection reports submitted to the HOA and make an independent determination as to whether repairs are needed, and if so, whether the need for repairs is so critical that such work cannot wait until the next annual review or regularly scheduled maintenance cycle.
5. Criteria for repairs – It should be noted that while there is often an expectation that every item identified for repair by an inspector should take place *immediately*, to do so would not be fair to other Owners who must wait for their repairs until the next cycle. The Association is, after all, responsible for balancing the interests of all owners by managing maintenance tasks in a fair and orderly manner. Nevertheless, if an inspection report reveals a *critical* repair that was overlooked during our routine annual inspections, the Association will expedite such repairs.
6. Request for meeting with a “Board representative” – We frequently receive requests for a Board member to meet with the parties and their inspector to review maintenance issues. Maintenance decisions are made by the *entire Board*, based on our contractor’s analysis and recommendations. Consequently, it is not necessary or appropriate for a single Board member to be involved in this process. If further investigation is required, the Board will discuss the matter with our contractor.