

Discussion Item

**Unit Inspection Certificate –
Director Konkel**

Dana Cross

From: Dave Bush <akhetequus@earthlink.net>
Sent: Thursday, January 13, 2022 12:45 AM
To: Dana Cross
Subject: Fwd: FWD: Dave - Unit Resale Inspections For Certificate

This is the one to use for the resale inspection backup.

----- Forwarded Message -----

Subject: FWD: Dave - Unit Resale Inspections For Certificate
Date: Wed, 12 Jan 2022 19:20:39 -0800
From: Jim Konkel <pfx@ourivycottage.com>
Reply-To: PFX@ourivycottage.com
To: Dave Bush <akhetequus@earthlink.net>

Forward an item I wrote to you recently.

Jim

From: "Jim Konkel" <pfx@ourivycottage.com>
Sent: 12/8/21 7:42 PM
To: "Dave Bush" <akhetequus@earthlink.net>, "C. Tapscott Buchanan" <scbuchanan@gmail.com>
Subject: Dave - Unit Resale Inspections For Certificate

Dave,

Due to the now very serious nature of Resale Certificate Inspections, I think this might be a good project for the BUC to take on. Would hopefully catch many Covenant violations that could become the responsibility of the Association after resale.

Unit Inspections For Resale Certificate

Develop a detailed set of unit inspection procedures required for the issuance of resale certificates. The detailed steps could follow something like this outline:

1. Unit resale application is assigned to an "inspector" that is documented with the certificate.
2. Staff provides a unit report to inspector that includes all Covenants applications and indicates which are approved.
3. Inspector takes Covenants report and physically checks it against unit visuals.
- 3a. Photos could be taken of problem areas.
4. Inspector indicates unit adjustments that exist but are not Covenants approved.
5. Inspector compares unit adjustments that exist and are approved against related specification checklist.

5a. Address could be run in the City of Alexandria Website to generate permit status report.

6. Inspector indicates pass or fail on certificate inspection report to staff.

Jim Konkel