



HELPFUL INFORMATION TO UNDERSTANDING

WHO - WHY – WHEN – HOW TO ACCESS HOA PROPERTIES

Whom May Access HOA Property	<p>HOA Board Members Management Agent (Rizzetta) Board's authorized agents, which may include but not limited to:</p> <ul style="list-style-type: none"> • Landscape Contractor • Drainage Review • Accessing Easements
Why Do They Need Access	<p>Reasonable and related to HOA responsibility/obligation under the governing documents. Home owner submits an ARC</p> <ul style="list-style-type: none"> • Need clarification • Pools require pre and post inspections <p>A concern reported to Board Follow-up on contractor</p> <ul style="list-style-type: none"> • Landscape contractor • Service provider <p>Drainage issues Easement concerns</p> <p>The authority is located in Article VIII, Section 4 (“inspection of Work” – page 17) of the Lindsford II Declaration. When an owner finishes work for which approved plans are required, the Board of Directors may inspect such completed work to ensure the actual work performed is consistent with the work that was approved to be completed. The owner performing such work is required to notify the Board upon its completion so that the Board can make arrangements to inspect the work and give its final approval.</p>
When Will This Occur	Each event would have a separate time line.
How Will The Property Owner Be Notified	<p>All Board members and the Board's authorized agents to include but not limited to the property management company takes action in the following steps (example). In case of an emergency, the steps may be different.</p> <ul style="list-style-type: none"> • Call provided telephone number.

	<ul style="list-style-type: none"> • Text provided telephone number. • Discuss reason to access their property. • Ask permission. • Homeowner may choose to be at the property or not. • If no response to a call, then an email is sent following the above steps. • If no response, then the Board member would access the property for whatever reason stated above. <p>This authority is located at Article XVI, Section 6(h) (“Right of Entry”- page 34) of the Lindsford II Declaration. This would not be exercised without first providing notice and an opportunity for the Owner to cure the issue; this is often called a “self help provision” as it serves to give the Association the right to take reasonable measures to fix a violation on a Lot that is typically being abandoned.</p>
Documentation Guidelines	Lindsford II’s Declaration Articles VIII, Section 4 – page 17; Article XVI Section 6(h) – page 34 and Article X, Section 5 – page 23.
Homeowner’s Responsibility	No homeowner has the right to resort to violence when the Association is exercising its rights as granted in the Declaration. All homeowner should review the Declaration (copy posted on the Lindsford Portal via Rizzetta web site) and familiarize themselves with the role and rights of the Association and the homeowners.
How To Access Referenced Document	<p>Directions for locating Lindsford HOA II Declaration PDF:</p> <ul style="list-style-type: none"> • In your computer browser (i.e. Safari, Google) type: Rizzetta & Company login (hit return). • Click “Login – Rizzetta & Company. • You will see a login screen – enter your email address and your password and click the green “login” button. • On the Rizzetta Dashboard page (left side of screen) click “Documents”. • On the Documents page click “Governing Documents”. • On the Governing Documents page click “Declaration-Charter”. • On the Declaration-Charter page click “Declarations.pdf”; the Declaration of Covenants, Conditions and Restrictions of Lindsford Neighborhood II will appear on your screen. • Reference the page numbers included within this document to find specific page numbers for Articles referenced.