

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE BELLASERA COMMUNITY ASSOCIATION  
ADOPTING A NEW INSPECTION POLICY  
ADOPTED DECEMBER 30, 2021**

In order to ensure both the appearance of our neighborhood and the continued integrity of our design and architectural standards, periodic neighborhood inspections will be conducted. Any condition that is observed on a residential property which does not strictly comply with our Design Guidelines will be treated as a violation in accordance with the Violation Policy available on our website. A complete copy of the official Design Guidelines is available on our website under the Policies tab. Also available on our website is a copy of the Bellasera Community Wide Standards. The Standards offer a summary of the most referred to sections of the Design Guidelines. Please note that the Design Guidelines control if there are any conflicts with the Community wide Standards.

Inspections are conducted as follows:

**General Inspections** are routinely performed by the Community Manager. These inspections are focused on:

- Common Area maintenance issues
- Residential home appearance to include exterior painting, landscape maintenance and irrigation issues. Landscaping requirements are summarized in the ‘Community Wide Standards’ policy available on our website
- Reported concerns and observed indications of construction activity. If such activity is observed or reported the Community Manager will determine if a Modification Application has been submitted for review. If the application is not on file the homeowner will be contacted and advised to file an application. Non-compliance will be considered a policy violation

**Lighting Inspections** are conducted periodically by members of the Modification and Building and Grounds Committee’s. These inspections are focused on:

- Garage eave lights.
- Tree lights. Tree light requirements are based on the number of trees required for a particular series of homes

**Modification Application Inspections** are conducted as required by the Modifications Committee. These inspections include:

- Modification Applications
- Non-compliance with conditional modification application approvals
- Post construction review

Noted violations will be addressed per the Violation Enforcement Policy referenced above. Once the violation has been identified it is the responsibility of the Community Manager to generate a notice letter using the AAM Citrus system. As reflected in the Initial Notice letter it is the homeowners responsibility to notify the Community Manager that the violation has been corrected. If notice has not been made in the proscribed timeframe the violation will be presumed to have not been addressed and the violation process will proceed as described. The Community Manager will track outstanding violations for compliance and will present a status report as part of the Community Manager’s Report at each BOD meeting. The Community Manager will conduct a compliance verification review after being notified

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corrective action has occurred for General Inspections.

With respect to lighting violations once the Community Manager has been advised the violation has been corrected a member of one of the above reference committees will conduct a compliance inspection within 10 days of corrective action being reported.

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