

HOA Easement/Common Area Approval Process
Approved at June 14, 2022 Board Meeting

All the land within the easement zone (as defined in the survey dated March 14, 2020) is Association property and is the responsibility of the Board to govern. No work shall be taken on by a homeowner in the Easement area without HOA Board approval.

If any homeowner in the Inverness HOA requests work to be done in easement area managed by the HOA, the following process will be followed:

1. The owner will make a formal request in writing to the Inverness HOA Board through our property management partner. The request should include specific details and identification of the modification to any common area regarding shrubs, plants and trees.
2. Any request by an east facing owner for landscaping in the easement area (as defined in the survey dated March 14, 2020) can only be considered for an area of the easement bounded by the extended side yard line of the owners' property and the party wall line between units to the border of the Gleneagles subdivision, per Inverness Declarations of Covenants - Article X, Section B, (5 and 6).
3. Our property management partner will forward the request to the Inverness HOA board members.
4. The HOA Board will review the request and evaluate the details of the request to determine any impact to by-laws and covenants governing the Inverness HOA.
5. The HOA board will allow for public discussion of the request at the monthly HOA Meeting, per published agenda.
6. At a public HOA meeting, the board will make a final decision, per Inverness HOA by-laws and covenants, of the request, taking the input of all homeowners into consideration.
7. If a request for work is approved, the HOA Board will coordinate with the property management partner the bidding out of the request to an approved contractor.
8. Once the scope, bid and cost have been selected and approved by the HOA Board, the Inverness HOA board, will communicate to the owner the cost of the request.
9. Once the owner making the request acknowledges the assigned cost, the Inverness HOA will approve the work with the contractor, notify Gleneagles HOA and process the payment to selected vendor.
10. The HOA Board will communicate, through our property management partner, the charges to the impacted owners and request payment within 30 days.

The document will be added to the Inverness Rules and Regulations as well as posted on the Inverness Homeowners Web Page.