

HOA Selection Checklist

	A	B
1	HOA Selection Criteria	Comment/Action Required
2		
3	The Basics	
4	If it is important, get it in writing	
5	Real the HOA Governing Document/Request Copies: see our Documentation Guide, the seller to provide to buyer, Realtor for seller should assure the cost to provide is minimal (\$50 or less), see our web site on Transfer Fee	
6	Is your home ownership temperament compatible with living under HOA governance? You will give up property rights, see our Guide on HOA governance and this guide also provides property rights restrictions	
7	HOA covenant, controls and restrictions will be enforced	
8	Interview the HOA Board and a few residents	
9		
10	HOA Governance	
11	The HOA governing documents clearly define home owner restrictions, controls, covenant, READ THEM, verify any of your plans for the home with the HOA prior to home purchase	
12	Term limits on Board members, how long have current members served	
13	Is the Board elected or still under control of the developer	
14	Is the property management company the developer's selection or the Boards	
15	Is the HOA lawyer that of the developers	
16	When was the last election of the Board	
17	Any pending/active lawsuits	
18	Any pending votes concerning changing governing documents	
19		
20	HOA Dues, Fees, Special Assessments	
21	Confirm the amount of HOA dues and any planned changes	
22	Separate fees for garbagertrash and/or recycling	
23	Additional fees to use any of the amenities	
24	Parking space fees or ownership or included with home purchase	
25	Any conservation district, metro district, utility or community development fees	
26	Mandatory buy-in to golf course or restaurant	

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27	Water, sewage, utilities: how paid for, average cost	
28	Any one time home sale fees: buy-in that is retained by HOA	
29	Any other dues-fees paid to a parent HOA	
30	Any pending construction defects litigation	
31	Compute your total cost of financial obligations and consider when applying for a mortgage: your fees must be paid and non-payment can result in foreclosure	
32		
33	HOA Insurance	
34	Verify what insurance the HOA has for the community, what it covers or doesn't, you may qualify for lower rates, get a copy of the HOA policy, present to your agent, discuss deductibles	
35		
36	Condominium Considerations	
37	Read governing documents	
38	Is parking assigned, if so how much	
39	Is parking covered, underground	
40	Handicap-Disabled spaces available	
41	Overnight parking restrictions	
42	Purchase extra parking spaces, if so the cost	
43	FHA approved for a loan?	
44	Age restrictions	
45	Pet restrictions: size, breed, weight, number	
46	Sound proofing	
47	Personal storage areas, can purchase additional	
48	Building security: type, on-site security, on-call security	
49	Sound mitigation overall	
50	Central heat/A/C vs individual controls, who pays for utilities, included in dues?	
51	HOA Board: last election, term limits	
52	Self managed or management company	
53	Smoking restrictions	
54	Common area usage and restrictions	

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55	Maintenance responsibilities	
56	Read our Maintenance and Condominium Guides	
57		
58	Foreclosures, Rentals, Liens, Multi-use, Vacation Rentals	
59	The number of active foreclosures (can affect loan)	
60	Rental restrictions: can you rent your unit, limit on number in complex	
61	Short term rentals allowed?	
62	The number of rental units active (can affect loan)	
63	HOA liens on property/condo complex	
64	Multi-family occupancy allowed	
65		
66	HOA Financial Status	
67	Get a copy of the latest financial statement	
68	Verify adequacy of reserve fund, any planned assessments to replenish	
69	Number of units in arrears, debt collection status	
70	Utility bonds or other financial obligations	
71	Pending insurance claims or litigation	
72	Planned or active special assessments	
73	Planned increases in HOA dues, history of increases	
74	Planned capital improvements and cost	
75		
76	General Restrictions and Special Needs	
77	Parking restrictions: overnight, on street, driveway, business vehicles	
78	Children friendly? Age restrictions	
79	Ability to conduct child care business	
80	Pet rules: number, breed, size, use of common areas, leash law, noise/barking compliance, fines for non-compliance, registration requirements	
81	Age restricted communities: policy on children, age restrictions on residents	
82	Special Needs: Disabled parking available, home accessible, amenities accessible, walkways in community wide enough and maintained, personally visit and observe	

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83	Your planned landscaping and architectural improvements will need HOA approval, get this before you purchase	
84	Ornaments on lawn will require approval	
85		
86	Who owns the mineral rights (below home, is this an issue)	
87	Any planned commercial developments nearby	
88	Any special insurance requirements	
89		
90	Quick List/In-person inspection	
91	Stop, look and listen: visit the community	
92	Observe amount of traffic, traffic control	
93	Noise, open music, outdoor speaker restrictions	
94	Visitor restrictions and parking	
95	School bus availability and bus stops location	
96	Home business restrictions, parking your business vehicle	
97	Golf course/restaurant: your financial obligation to support	
98	Swimming pools rules/restrictions, children hours, when open	
99	How, who provides utility services	
100	Who repairs streets and utilities	
101	Cable tv and internet availability	
102	Fire department services, how close by	
103	Police patrols	
104	If gated, understand police traffic control may not exist	
105	If gated, understand the security patrols, entrance requirements, HOA maintains streets and completes snow removal	
106	Demographic restrictions: age	
107	Fences allowed, if so what restrictions	
108	Dog runs allowed? Unattended dogs on leash allowed? No-dog areas	
109	Use of common area restrictions: play area, restriction on dogs	
110	RV vehicle restrictions, parking, fees	
111	Cable tv and internet availability	
112	Clubhouse use and restrictions, hours	

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113	Restrictions on gardens, types of trees-plants	
114	Does the HOA also have rules imposed by a parent-HOA	
115	Observe the community, are CCRs enforced	
116	Any current efforts to propose governing document changes	
117	Any planned sale of community amenities	
118	Bird feeders allowed	
119	Identify your property line for planned improvements	
120	Garage/driveway work restrictions	
121	BBQ and smoker restrictions	
122	Sign, flag, flag pole, outdoor lighting and ornament restrictions	
123	Outdoor lighting restrictions: spot lights, house lights, security lights	
124		
125	Read our Maintenance Guide to understand your maintenance responsibilities before you purchase the home	