

Date: _____

Mr. Wade Garlin, Chair
Architectural Review Committee
669 Puuikena Drive
Honolulu, HI 96821

Dear Mr. Garlin:

RE: REQUEST FOR POST CONSTRUCTION INSPECTION
Lot: _____, Property Address: _____

The construction of our home has been completed. We would like to request a post-construction inspection by the Hawaii Loa Ridge Owners Association Architectural Review Committee (ARC) and General Manager of the project referenced above.

We confirm that the following items have been completed:

1. The construction and landscape installation have been completed in accordance with the CC&Rs and project documents as approved by the ARC.
2. If changes were made to the final plan, we have submitted the final as-built plans to the HLROA files.
3. All surrounding areas have been restored to their pre-construction condition.
4. We understand that this Post-Construction Inspection terminates the rights of the general contractor, subcontractors and construction personnel to access and to do construction work on the site except for corrective or punch-list items.

We are available for an inspection on the following weekdays and times (between 8:00 am to 4:00 p.m.):

1. _____
Date Time
2. _____
Date Time

(Note: The Management Office will call to confirm the inspection date.)

Sincerely,

Signature

Contact Phone

POST CONSTRUCTION PROCEDURE

1. Upon completion of construction and landscaping installation, the owner shall notify the General Manager, in writing, of the date of completion, and arrange for a Post-Construction Site Inspection. Any damage to the common elements not noted on the Pre-Construction Site Inspection shall be established as the owner's responsibility and liability.
2. The owner shall submit a copy of the published Notice of Completion of Construction.
3. The owner shall submit a letter from the project architect, on the architect's letterhead, stating that construction is completed and complies with the plans as approved by the Architectural Review Committee.
4. Upon receipt of the above documents, the General Manager shall arrange for the Post-Construction inspection by a member of the Architectural Review committee to make note of any immediately apparent variations from the approved plans and to determine compliance with the general intent of the approved plans. This inspection is not intended to replace an Estoppel Certificate (See CC&Rs section 9.11).
5. The Construction Deposit shall be returned to the owner, less any itemized deductions noted on the Post-Construction Inspection form, after satisfactory completion of all the inspections and notifications.
6. This Post-Construction Inspection shall also terminate rights of the general contractor, subcontractors and construction personnel to access and to do construction work on the site except for corrective or punch-list items.