

Property Report – Reserve Analysis

Echo Ridge Condominium Association

1. Purpose and Regulatory Basis

This **Property Report – Reserve Analysis** is submitted to Sandy City in support of a condominium conversion application for the **Echo Ridge Condominium** pursuant to **Sandy City Code §21-31-10(b)(1)**.

The purpose of this report is to:

- Document the **existing condition** of the building and its major systems
 - Identify **shared and unit-specific responsibilities** for maintenance, repair, and replacement
 - Demonstrate that **adequate provisions exist** for the ongoing maintenance of any shared systems
 - Confirm that the proposed condominium conversion does **not result in deferred maintenance or increased risk** to occupants or the City
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2. Property and Association Overview

2.1 Property Description

- Property Name: Echo Ridge Condominium
- Location: 109 / 111 West (Lot 1 of the Monroe Commercial PUD)
- Configuration: Two commercial condominium units
 - **Unit A** (109 West)
 - **Unit B** (111 West)

The building has been previously remodeled and approved by Sandy City, including:

- Significant interior remodel (approximately 80%)
- Addition of an upper level
- Structural review and approval by a licensed structural engineer

- Inspections and approval by Sandy City Building officials

The building has long been approved for **two spaces and two tenants**, and no physical changes are proposed as part of this condominium conversion. The conversion is limited to a **legal change in ownership structure only**.

2.2 Association Definition

For purposes of this report:

“**Association**” means the **Echo Ridge Condominium Association**, established to administer the condominium ownership structure.

3. Responsibility Framework (Summary)

Maintenance and cost responsibility for building systems is allocated based on **use, benefit, and physical control**. Systems serving only one Unit remain the responsibility of that Unit Owner, while any limited shared systems are addressed collectively.

The Association’s role is intentionally narrow and limited to coordination and administration where needed, reflecting the small size and simple configuration of the condominium.

4. Utilities – Allocation of Responsibility

4.1 General Utility Statement

Domestic water service, electrical service, fire protection systems, and sewer infrastructure serve the building. Utility systems are **not owned, maintained, repaired, or replaced by the Association**, except where expressly designated as shared or external obligations.

4.2 Unit-Specific Utility Responsibility

- **Unit B** is separately sub-metered for domestic water and electrical usage.
- All utility components serving **Unit B beyond the point of connection from the main service**, including meters, monitoring devices, branch lines, feeders, and related equipment, shall be **maintained, repaired, and replaced solely by the Owner of Unit B**, regardless of physical location, including where such components are located within Unit A.

- **Unit A** shall be responsible for all utility components serving Unit A beyond the point of connection from the main service.
- **Unit B is permitted reasonable, incidental use of the exterior hose bib located on the east side of Unit A.** Such use is minor in nature and does not require separate metering or reimbursement.

4.3 Shared Billing and Allocation

The Association shall manage billing and allocation of shared utility charges using sub-meters or other reasonable allocation methods.

- Sub-meters serving a Unit shall be maintained by that Unit’s Owner.
- Utility laterals that service **Lot 1** but are located outside the Echo Ridge condominium footprint are not common elements of this Association. Any repair or maintenance costs associated with such laterals that benefit both Units shall be shared equally (50/50) between Unit A and Unit B.

5. Insurance (Summary)

Each Unit Owner shall maintain insurance covering damage originating from their Unit that may affect the other Unit.

Where appropriate, the Association **may**, but is not required to, maintain additional insurance coverage for limited shared elements, based on practical need and risk exposure.

6. Assessments, Budgeting, and External Obligations

Association expenses related to any shared systems or external obligations are allocated equitably between the two Units, unless otherwise specifically assigned.

The property is located within the **Monroe Commercial PUD**, which assesses fees at the **Lot 1** level. Such external obligations are administered by the Association for coordination purposes and allocated internally **50/50 between Unit A and Unit B.**

All **Monroe Commercial Center PUD reserve funds, assessments, and long-term maintenance obligations** are already established and in effect and shall remain **unchanged** following the condominium conversion. The Echo Ridge Condominium units

shall continue to be fully subject to all applicable Monroe Commercial Center PUD requirements, standards, assessments, and reserve funding provisions applicable to Lot 1.

Accordingly, and consistent with the responsibility framework described in this report, the existence of the Monroe Commercial Center PUD reserves and external maintenance obligations further supports the conclusion that **no additional or separate reserve funding is required within the Echo Ridge Condominium Association at this time.**

7. Responsibility Matrix

Element / Area	Responsible Party	Notes
Roof over Unit A	Unit A Owner	Except where damage caused by Unit B
Roof over Unit B	Unit B Owner	Except where damage caused by Unit A
Exterior Walls & Finishes	Unit Owner	Each Unit Owner responsible for exterior surfaces serving their Unit; Association approval required for changes
Sidewalks & Landscaping	Association	Shared equally 50/50
Dumpster / Storage Area	Association	Shared equally 50/50
LED Sign	Association	Equal rights of use; costs shared equally
Fire Riser (located in Unit A)	Association	Unit B has access rights
Electrical Panels (located in Unit A)	Association	Unit B has access rights
Exterior Hose Bib & Irrigation	Unit A Owner	Unit B permitted incidental use
Sewer Lines (shared, external)	External Utility / PUD	Costs allocated internally 50/50

Interior of Each Unit	Each Unit Owner	Owner responsible for all interior systems and finishes
Patios & Adjacent Landscape Areas	Unit Owner	Exclusive use areas per recorded plat

8. Exclusive Use Areas and Plat Reference

Certain exterior areas are designated as **exclusive use areas** despite their proximity to another Unit.

Notably:

- **A patio area adjacent to Unit B is for Unit B’s exclusive use, and responsibility for maintenance rests with Unit B.**

Exclusive use areas shall be clearly depicted on a **recorded condominium plat** attached as an exhibit to the CC&Rs.

For reference only: Exclusive use areas are shown on the recorded condominium plat attached hereto, which controls in the event of any ambiguity.

9. Reserve Analysis Summary

Based on the existing building condition, the responsibility allocations described above, and the continued applicability of **Monroe Commercial Center PUD reserve funding and maintenance obligations**, this analysis concludes that:

- There are **no significant shared building components** requiring long-term capital replacement by the Association
- Major structural, roof, exterior, and interior systems are the responsibility of the respective Unit Owners
- External utility infrastructure and long-term common-area maintenance obligations are governed by the Monroe Commercial PUD and applicable utility providers

Accordingly, **no Association-level reserve funding is required at this time** to ensure proper maintenance of common systems within the Echo Ridge Condominium.

Notwithstanding the above, the Association **retains the authority**, if future circumstances warrant, to:

- Establish a reserve fund
 - Levy assessments for shared capital items
 - Adjust budgeting practices consistent with the governing CC&Rs
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10. Conclusion

This Property Report – Reserve Analysis demonstrates that:

- The building is in an approved and serviceable condition
- Maintenance responsibility is clearly defined and appropriately allocated
- No deferred maintenance concerns are created by the condominium conversion
- Reserve funding is **not presently required**, given the limited scope of shared elements

The proposed condominium conversion therefore satisfies the intent and requirements of **Sandy City Code §21-31-10(b)(1)**.

This Study was prepared by SEI Development, a licensed General Contractor who was the responsible contractor during all remodeling phases of the building. Robert Condo, licensed structural engineer was the private contractor who performed all design inspections and stamped eng. drawings as submitted to Sandy City for the remodel work. Jim McClintic was the Sandy Building Inspector that reviewed and signed off on the required inspections.

Project App # SUB07182025-007000

October 30, 2025

Sandy City – Building and Planning Department
Attn: Building Official / Utility Review
10000 South Centennial Parkway
Sandy, Utah 84070

Subject: Utility Status – Echo Ridge Condominiums (Units A & B, Lot 1, Monroe Commercial Center PUD, Amended)

Dear Sir or Madam,

This letter is provided regarding the utilities serving the property located at 111 W. 9000 South, Sandy, Utah 84070, legally described as Echo Ridge Condominiums, which will include Unit 109 and Unit 111, corresponding to Unit A and Unit B of Lot 1 of the Monroe Commercial Center PUD (Amended).

Please note that no physical changes are being made to the building or its utilities in connection with the establishment of the Echo Ridge Condominiums. The property remains exactly as previously constructed, permitted, and approved by Sandy City.

During the most recent remodel—completed under an approved Sandy City building permit—the following utility configurations were installed, inspected, and approved by the appropriate agencies:

- Natural Gas: Separate gas meters were installed for each tenant space.
- Water: A single primary water main was installed with a sub-meter serving the south space (Unit 111 / Unit B).
- Power: A single main building electrical service was installed with a sub-meter serving the south space (Unit 111 / Unit B).
- Sewer and Grease Traps: Each tenant space constructed and maintains its own grease trap as required by South Valley Water Reclamation.
- All utility installations were inspected and approved by the relevant City and utility authorities at that time.

The creation of the condominium units is purely a legal reorganization of ownership within the same building footprint. There are no construction or utility modifications proposed. All services, connections, and metering will continue to function as originally approved.

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The forthcoming Echo Ridge Condominium Declaration (CC&Rs) will formalize shared use and maintenance responsibilities between the two unit owners to ensure ongoing compliance with all existing City and utility agency standards.

We respectfully request that this confirmation serve as sufficient documentation that no new utility plans or engineering reviews are required as part of the condominium approval process.

Sincerely,

SEI Development, LLC

By: 
Mark Sudbury
Managing Member

Date: October 30, 2025