

APPRAISING CONDOS, CO-OPS, AND PUDS

Online Syllabus



Module 1: Introduction to Condominiums, Cooperatives, and Townhouses, and the Valuation Process Steps 1 and 2

- Valuation Basics
- Valuation Process Overview
- Common Elements of Condominiums, Cooperatives, and Townhouse Developments
- Step 1 Identification of the Problem
- Step 2 Scope of Work Determination

Module 2: The Valuation Process - Step 3

- Data – Types and Gathering
- Location and Classifications
- Comparable Sales
- Special Taxing Districts

Module 3: The Valuation Process - Step 4

- Market Conditions and Analysis
- Certification and Forms

Module 4: The Valuation Process - Steps 5 through 8

- Market Extraction and Allocation
- The Three Approaches to Value

Module 5: Bundle of Rights

- Bundle of Rights
- Restrictions on Ownership
- Leasehold Estates and Ground Leases
- Partial Legal Interests, Physical Interests, and Financial Interests
- Special Forms of Ownership

Module 6: What Is It?

- Metes and Bounds, Rectangular Survey, and Lot and Block Systems
- Legal descriptions for Condominiums, Cooperatives, and PUDs
- PINs
- CC&Rs
- Plats

Module 7: Associations

- Community Association Group Types
- Condominium Associations and Components
- PUDs Associations and Communities
- Cooperative Corporations
- Condominium Hotel Characteristics

Module 8: Declarations, and Covenants, Conditions, and Restrictions

- Condominium Declarations – what they are, their components, and what to verify
- Condominium Association Bylaws
- Association Rules and Regulations
- CC&Rs

Module 9: Condominiums

- Architectural Styles
- Ownership and Associations
- Units and Common Elements
- Bylaws and Percentage of Ownership
- Assessments and Right of First Refusal

Module 10: Questions to Ask When Appraising a Condominium Unit

- Questionnaires
- Questions to Ask

Module 11: Condominium Conversions

- Project Approval Criteria
- Tenant Occupied and Notice of Intent
- Completion Status and Lender Requirements
- Questions to Ask

Module 12: Distressed and Deconversions

- Dissolving a Condominium Association
- Distressed Associations
- Deconversion and Protocol

Module 13: Condo-Hotels

- Condo-Hotel Buyers, Management, and Unit Owners
- Financing and Ownership

Module 14: Planned Unit Developments (PUDs)

- Membership and Ownership
- Zoning
- Associations
- Location and Land Usage
- Common Area and Community Property
- Assessments and Secondary Market Lenders
- Restrictions
- Questions to Ask

Module 15: Cooperatives

- Ownership and Leases
- Financial Restrictions, Deed Restrictions and Covenants
- Membership
- Fees, Taxes, Maintenance, and Repairs
- Financing
- Questions to Ask

Module 16: Elements of Comparison

- Standards and Consistency
- Floor Plans and Plats
- Floor Location, and Above-Grade and Below-Grade Living Area
- Views
- Remodeling, Renovations, Rehabbing, and Updating
- Owner Occupancy and Parking