



## ARIZONA BOARD OF APPRAISAL

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ARIZONA BOARD OF APPRAISAL

January 22, 2014

Mr. Jason M. Maze  
11746 W. Via Montoya Drive  
Sun City, AZ 85373

Re: Board of Appraisal Case No. 3603

Dear Mr. Maze,

As you know, the Board received a complaint against you for the appraisal you performed on a single family residence (new construction) located at 17741 W. Valentine Street, Surprise, AZ with an effective date of value of July 17, 2013.

At its January 17, 2014, monthly meeting, the Board of Appraisal met to discuss this case. In addressing this matter, the Board reviewed the complaint, your response thereto, the appraisal, the supporting workfile, and the Investigative Review.

The Board concluded that you failed to confirm sales information. Specifically, you obtained comparable sales information from the builder in the new development but did not confirm the information with county assessor records. This resulted in a misleading report. Moreover, you relied on Marshall & Swift for cost figures and do not address or analyze actual builder costs on a newly built home. You applied external obsolescence to reflect the "difference between cost to builder and current market conditions" however the conclusion of value via the cost approach is essentially the builder's cost to build. This would indicate that the cost figures used do not reflect the actual costs. Your failure to rely on builder costs for new construction and application of external obsolescence is flawed methodology. Finally, you failed to identify and complete a proper scope of work necessary to produce a credible appraisal report.

The Board finds that your appraisal development and reporting violate the following standards of the Uniform Standards of Professional Appraisal Practice (USPAP), 2012-2013 edition:

**Standards Rule 1-1(a) and (b); Standards Rule 1- 2(h); Standards Rule 1-4(a) and (b) (ii) (iii); Standards Rule 2-1(a) and (b); Standards Rule 2-2 (b)(vii) and (viii).**

Pursuant to Arizona Administrative Code (A.A.C.) R4-46-301 and the Board's Substantive Policy Statement #1, the Board considers these violations to amount to a Level II Violation. In lieu of further proceedings, and pursuant to Arizona Revised Statutes (A.R.S.) §32-3632(B) and A.A.C. R4-46-301(C), the Board is willing to resolve this matter with a letter of due diligence, if you agree to remedy these violations through exercising greater due diligence and **by successfully completing a seven (7) hour course in Report Writing, a seven (7) hour course in the Sales Comparison Approach and the seven (7) hour 2014-2015 USPAP Update course. The**

coursework must be completed within six (6) months from the date of this letter as shown at the top of the first page. A list of approved remedial and disciplinary education courses is on the Board's website for your convenience in locating the appropriate course(s). The education may not be used toward your continuing education requirements for renewal during your next licensing period except that the USPAP Update course may be counted for continuing education purposes. You must submit proof of completion of the coursework to the Board within thirty (30) days of completing the coursework.

**A letter of due diligence is a disciplinary action and is a matter of public record in your Board file and may be used in any future disciplinary proceedings.** By signing below, you acknowledge that you have read and understand this letter of due diligence. You have the right to consult with legal counsel regarding this matter, and have done so or choose not to do so.

By signing this letter of due diligence, you are voluntarily relinquishing your right to an informal hearing, formal hearing, and judicial review in state or federal court with regard to the matter herein.

Upon signing this letter of due diligence and returning it to the Board, you may not revoke acceptance of this letter of due diligence. In addition, you may not make any modifications to this letter of due diligence. Any modifications to this letter of due diligence are ineffective and void unless mutually approved by you and the Board.

If any part of this letter of due diligence is later declared void or otherwise unenforceable, the remainder of the letter of due diligence in its entirety shall remain in force and effect.

If you fail to comply with the terms of this letter of due diligence, the Board may properly institute proceedings for noncompliance, which may result in suspension, revocation, or other disciplinary and/or remedial actions. By signing this letter of due diligence you are agreeing that any violation of this letter of due diligence is a violation of A.R.S. § 32-3631(A)(8), which is willfully disregarding or violating any of the provisions of the Board's statutes or the rules of the Board for the administration and enforcement of its statutes.

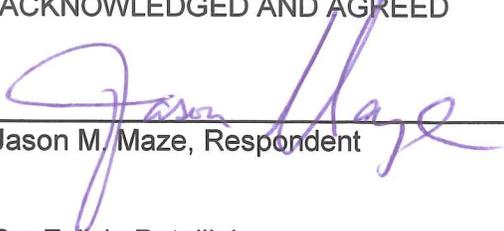
If you agree to accept this letter of due diligence, please execute this document by your signature below. Please return the original signed document to the Board at 15 South 15<sup>th</sup> Avenue, Ste. 103A, Phoenix, Arizona 85007, on or before **February 21, 2014**. If you do not return this original document on or before the specified date, the Board may conduct further proceedings, including but not limited to a formal hearing before the Office of Administrative Hearings.

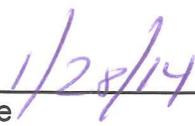
Sincerely,



Debra Rudd  
Executive Director

ACKNOWLEDGED AND AGREED

  
\_\_\_\_\_  
Jason M. Maze, Respondent

  
\_\_\_\_\_  
Date

Cc: Felicia Rotellini  
frotellini@zglawgroup.com

c: Jeanne M. Galvin, Assistant Attorney General

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