

Timberline Cove Condominiums

Condominium Entry Policy

August 5, 2024

Purpose: To provide clarity on the procedure for entering owner's condominiums as detailed within Condominium Declaration of Timberline Cove Condominiums, Section 5.5 and Section 5.8.

Pursuant to the Declarations, any member of the Executive Board or the Manager, and their respective officers, agents, employees, and assigns has the right to enter any Unit.

If a Unit has an alarm, motion detector or other security feature installed which needs to be disarmed upon entry, the Board, Manager or their respective agent must be made aware of the disarming code and / or procedures.

Non-Emergency: The Board members, Manager or their respective agent will provide an email notification indicating the need for Unit entry. This notification will provide a minimum of 48 hours advance notice. After notification period is met, Unit will be entered. Owner requests for special arrangements related to entry will be accommodated if reasonably possible.

Examples of a non-emergency situation requiring Unit entry include, but are not limited to: periodic Unit inspections; fireplace inspections; plumbing inspections; cable/internet access; dryer vent cleaning; etc.

Emergency: The Board member, Manager or their respective agent shall knock on the Unit door, announcing who they are and the nature of the emergency requiring entry. If the owner is not at home, the Unit will be entered as required to investigate the emergency.

Examples of an emergency situation requiring Unit entry include, but are not limited to: odor; smoke; fire; condensation; water in, adjacent to or below a Unit; gas leak; etc.

Upon conclusion of the emergency entry investigation, the Unit owner will be notified to describe the situation and associated findings.