

STONEWOOD TOWERS PROCEDURE NO. 36

Subject: Unit Plumbing Safety Inspection

Purpose:

The purpose of this procedure is to reduce the risk of possible water damage in the condominiums by performing competent inspections of plumbing prior to major failures.

Background:

All too frequently we are experiencing damage in our condominium tiers as the result of water leakage. While all owners have been notified, when leaving their unit for any length of time, to turn off the master water input valve in their unit and to open a faucet in a sink or tub to accept accidental water leakage, we are still being inundated with leaking water.

Procedure:

It is planned that all units will be inspected to reduce water loss and damage. The units will be inspected per attached checklist. The inspection will be performed by a licensed plumbing contractor accompanied by a Stonewood Towers person. The information gathered will be utilized by the Manager to notify owners/residents of needed repairs. A copy of the checklist will be given to the unit owners/residents. Unit owners/residents will be expected to follow up with identified necessary repairs in a timely manner and notify Manager in writing of completed repairs. The Manager will monitor needed and completed repairs status of all unit records. Failure by unit owners/residents to make timely repairs will result in the Stonewood Towers Association seeking legal action as required to protect Association property.

Attachment – Unit checklist and recommendations

FOR THE BOARD OF ADMINISTRATION

Board Secretary

STONEWOOD CONDO UNIT INSPECTION

DATE: _____

UNIT # _____	___ OCCUPIED	___ NOT OCCUPIED		
MAIN WATER VALVE	___ OFF	___ ON		
WATER HEATER VALVE	___ OFF	___ ON		
WATER SHUT OFF VALVE	___ ORIGINAL	___ CHANGED	___ RECOMMEND REPLACE	
WATER HEATER VALVE	___ ORIGINAL	___ CHANGED	___ RECOMMEND REPLACE	
WATER HEATER VALVE	___ GALLON	___ OK	___ RECOMMEND REPLACE	
A/C CONDENSATE DRAIN	___ TRAPPED	___ NOT TRAPPED	___ NEED REPIPE	
A/C UNIT	___ OK	___ RUSTED	___ SIGN OF LEAKAGE	
HALL BATH				
TUB FAUCET	___ LEAKS	___ ORIGINAL	___ REPAIR	___ REPLACE
BATHTUB	___ OK	___ ORIGINAL	___ RUSTED	
TOILET	___ STYLE	___ COLOR	___ OK	___ LEAKING
TOILET TANK INSIDES	___ OK	___ REPLACE	___ PULL & RESET	
TOILET SHUT OFF VALVE	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK FAUCET	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK SHUT OFFS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK P-TRAP	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
BAR SINK				
BAR SINK FAUCET	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SHUT OFFS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
P-TRAP	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK STRAINER	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
MASTER BATH				
SHOWER FAUCET	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SHOWER DOORS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
TOILET	___ STYLE	___ COLOR	___ OK	___ LEAKING
TOILET TANK INSIDES	___ OK	___ REPLACE	___ PULL & RESET	
TOILET SHUT OFF VALVE	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK FAUCET LEFT SIDE	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK SHUT OFFS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK P-TRAP	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK FAUCET RIGHT SIDE	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK SHUT OFFS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK P-TRAP	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
KITCHEN				
KITCHEN SINK	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
KITCHEN FAUCET	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
GARBAGE DISPOSAL	___ OK	___ CORRODED	___ WORKING	___ NOT WORKING
SINK STRAINERS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
SINK DRAIN PIPES	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
P-TRAP	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
DISHWASHER DRAIN CON	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
DISHWASHER WATER LINE	___ OK	___ COPPER	___ PLASTIC	___ REPLACE
SINK SHUT OFFS	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
ICE MAKER VALVES	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
ICE MAKER WATER LINE	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
REFRIGERATOR	___ OK	___ SIGNS OF LEAKAGE		
LAUNDRY ROOM				
WASHER VALVES	___ OK	___ LEAKS	___ REPAIR	___ REPLACE
WASHER HOSES	___ OK	___ LEAKS	___ REPAIR	___ REPLACE

January 1, 2017

Members,

Recently, your board has reviewed a list of owner inspections that can easily be done in your unit and recommendations to upgrade, if necessary, your hardware to preclude plumbing problems that might occur as hardware ages, and, in some cases, replace obsolete designs with better hardware. This list is only provided to help you keep your unit trouble free. What you, as an owner, decide to do is, of course, your decision. These are just practical and helpful recommendations.

The Board of Directors recommends the following:

- a. Washing machine hoses should be steel reinforced;
- b. Washing machine shut-off valves should be corrosion free, leak free, and operable;
- c. Hot water heaters should be corrosion free and should be less than 10 years old;
- d. Main shut off valves should be the lever type, and should be corrosion free and operable;
- e. Toilet shut-off valves should be corrosion free and operable;
- f. Toilet fill valves should be modernized (not the "ball on rod" type) and operable;
- g. Toilet tank bolts should be corrosion free and firmly attached;
- h. Toilet Flappers must not allow water to leak from tanks and toilet rings should be replaced every few years;
- i. A/C drain lines should be kept clear of corrosion, and leak free;
- j. Plumbing under all sinks should be checked for leaks and repaired if leaking;
- k. A visual check should be performed for cracked or missing caulk and rust around tub drains, shower heads, etc. and repairs made as needed; and
- l. A visual check should be performed to insure that water lines to dishwashers, water filters and/or refrigerators (including ice makers) are leak free.
- m. Turn off water and water heater breaker when leaving town. When turning on, do gently to avoid water hammer/stress on plumbing system.

FOR THE BOARD OF ADMINISTRATION

Dick Arnold, Vice President