

STONEWOOD TOWERS PROCEDURE NO. 6

Subject: Unit Entrance Doors

Purpose:

The purpose of this procedure is to establish responsibility for the upkeep, repair, and replacement of all unit entrance doors.

Background:

Entrance doors are limited common elements and are owned and provided by the Association. The term "door", as used in this procedure, is defined as the door itself, frame, door-jam, threshold, weather-stripping, hinges, and all associated hardware. Unit owners are responsible for the re-keying of the lock and inside painting.

Procedure:

1. If a screen door is to be installed, prior written approval must be received from the Board of Administration. Installation and maintenance of screen doors are the sole responsibility of the unit owner. Failure of a unit owner to maintain his /her screen door in an attractive state (as determined by the Board) will result in the replacement or removal of the screen door by the owner or by the Board at the owner's expense.
2. When an entrance door is in need of replacement or repair, the Manager will be responsible to get the door inspected to determine whether the door is economically repairable or not. If the door is repairable, it will be repaired; if it is not repairable, it will be replaced with a nine-panel Florentine style door. If it is determined that the door was damaged due to willful negligence of the owner, his lessee or guest, repair or replacement will be the responsibility of that unit owner.
3. Funding for all unit repair and replacement will be from the General Operating account.

FOR THE BOARD OF ADMINISTRATION

Board Secretary