

Water Shut-off Policy

WILLAMETTE TOWERS Condominium

Scheduled water shut-offs:

1. In the spring (generally April) and the fall (October), *if necessary*, for owners to remodel.

Unscheduled water shut-offs.

1. Emergencies.
2. Special request by owner to remodel, only once a year. Owner must get Board of Directors approval at a board meeting.

FEES for water shut-offs

- Cost will be borne by the owners requesting the shut-off. The fees can be split among those owners.
- Amount of fees: Plumber cost, about \$294 (in January 2007).
Plus a \$100 fee to cover building wear and extra management work.
- Emergency shut-offs costs will be borne by the owner responsible, plus any damage caused by unauthorized work.

Specific date of shut-offs: Check with the Dixie in the office at least one month ahead. It will **always** be on a Monday.

Before the shut-off the OWNERS must give the office:

- contactor's license number
- plans
- copy of the plumber's journeyman's license.

NOTE: Each unit has inside shut-off valves under the sinks, toilet and on the shower faucet.

Approved by the Board of Directors March 2007 and UPDATED May 20, 2008

Action: sent to board for final approval, sent to Bennett Management to go out with next mailing, copy to Dixie and posted on bulletin board. March 23, 2007. Added plumber's journeyman's license 4/17/07.