

TOXAWAY VIEWS HOMEOWNERS ASSOCIATION WINTERIZATION POLICY

Affirmed July 11, 2015

Because owners are responsible for water damage caused by leaking or burst pipes, not only to their own unit but also ultimately to their neighbor's, the Association requires that owners winterize their units during the winter season during all periods that the unit is not occupied on consecutive days. The winter season is defined as November 1 through April 1.

If owners use their units sporadically between these dates, they must re-winterize after each visit.

Winterization includes shutting off the water, draining water lines (including washing machines & ice makers) to relieve pressure, adding environmentally suitable antifreeze to sinks and toilets, and setting the thermostat at 55° F minimum, which will keep the unit from freezing or contribute to the freezing of adjacent units.

TOXAWAY VIEWS HOMEOWNERS ASSOCIATION Winterization Requirements:

The following are considered to be minimum items to accomplish winterization:

1. Shut off water supply
2. Drain water lines (units with a remote water valve must drain at lowest point unit-side of valve)
3. Shutoff power to HW heater
4. Empty toilet bowls and tanks
5. Put environmentally safe antifreeze into all sink drains, toilet bowls, toilet tanks and tub drains
6. Adjust thermostat to a minimum of 55° F.
7. Empty ice trays & replace tray under ice maker (turn off ice maker)

Upper level units will be more likely to experience freezing conditions and should be given special attention. Spas/hot tubs are a special concern as they may contain up to 250 gallons or more of water (2,000 lbs), capable of causing considerable damage to units below. Therefore, they must be fully drained, water supply turned off and drained, and antifreeze put in the drain trap.

Suitable antifreeze is widely available at discount, sporting goods and RV supply stores. It is propylene glycol based and labeled to be safe for septic systems. Automotive products, even if made with propylene glycol, are not suitable and will damage septic tanks.

Owner should check with their insurance companies to assure that they carry adequate content and liability coverage should there be a leak. Damage caused to a neighbor's unit resulting from a failure to properly winterize, in accordance with this procedure, are subject to insurance subrogation for recovery of, as a minimum, deductibles and depreciation. TVHOA will not pay for damage to individual units and may act to recover damages if negligence by an owner causes damage to infrastructure.