

COLONIAL SQUARE COOPERATIVE
SMOKE DETECTOR POLICY

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- I. In accordance with the City of Ann Arbor Housing Codes, Colonial Square Cooperative has installed smoke detectors in each townhouse. Hardwired smoke detectors with battery backups have been installed for the safety of all Members and residents of Colonial Square Cooperative. Therefore, it is imperative that all smoke detectors are in working order at all times.

Although the smoke detectors within a single unit are linked and hardwired to the electrical system and one another, they are not linked to any unit outside of the individual unit they are in and they do not alert the fire department, Cooperative office, or other surrounding units in case of fire. 911 must be called in case of emergency.

The following policy outlines the responsibility for the operation, maintenance and replacement of the hardwired smoke detector system present in each unit.

- II. Definitions applicable to this policy

- A. (Section Reserved)

- III. Detector Information

- A. Each detector is hardwired to the electrical system and equipped with a backup battery, and is installed in a specific designated location as follows:

- (a) For all two, three and four bedroom townhouses, one in the upstairs hallway, one within each bedroom, one in the first floor living room or dining room, and one on the ceiling at the bottom of the basement stairs. For one-bedroom townhouses, a smoke detector is located in the hall adjacent to the bedroom, bathroom and kitchen and another is installed within the bedroom.

- B. Each detector must be operational at all times.

- C. Members must test each detector on a monthly basis to ensure they are working properly.

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- D. Members must place a work order with the office to repair or replace the smoke detector and/or backup battery if the smoke detector is not functioning properly. Smoke detector repairs are considered *covered* in the Interior Maintenance Policy as long as negligence, intentional damage, or a situation covered in E, below, has not occurred. The Cooperative will replace the dead battery or smoke detector at no charge if the member calls in a work order.
 - E. When entering the unit, Colonial Square Cooperative employees, contractors, or agents of Colonial Square Cooperative have the right to inspect and verify operation and placement of the smoke detectors.
 - i. If, upon inspection, any smoke detector is missing, damaged, dismantled, and/or inoperable, the Member will be charged for the replacement cost of a new smoke detector, labor, plus an additional fee located in the Charges and Fee Schedule.
 - ii. If the backup battery has been removed from the smoke detector, the member will be charged for the battery, labor, and an additional fee located in the Charges and Fee Schedule.
 - F. All detectors should be equipped with long life lithium backup batteries. Do not attempt to service or replace batteries yourself.
 - G. There are no exceptions to this policy, nor will any fee be waived if you are found to be in violation to this policy.
 - H. If you have a smoke detector that is sounding alarm during normal daily activity, you must place a work order with the office to have your smoke detector(s) serviced.
 - I. All smoke detectors within a unit will sound an alarm if any one detector within your unit detects smoke. Do not silence the detectors until you are certain there is no smoke or fire in your unit.
- IV. All prior policies and motions passed by the Board on topics addressed by this policy are superseded by the current policy.