

Title: Chimney Inspection/Cleaning

Purpose: To ensure that all Homeowners understand the importance of getting their chimneys inspected and cleaned; and to state the responsibilities of both the Homeowner and the Association in this matter.

Chimney fires are the number one cause of fires on Beech Mountain. The Beech Mountain Fire Department requests that all Homeowners have their chimneys inspected and cleaned once a year to help prevent such fires.

I. Gas Log Fireplace

- a. **Non-vented** gas fireplaces are those that have gas logs in their fireplace with an insert, so that the LP gas is not vented to the outside through the chimney or a vent.
 - i. Gas fireplace logs must be dusted off and the pilot light checked once every two years. This is completely the homeowner's responsibility.
- b. **Vented** gas fireplaces are those that have gas logs in a wood burning fireplace that has a chimney/flue or an extension that goes out the wall or ceiling for a vent; or has an outlet to the outside for the LP gas.
 - i. Gas fireplace logs must be dusted off, the pilot light and vents/flues checked once every two years. This is completely the homeowner's responsibility.

II. Wood Burning Fireplace

- a. A wood burning fireplace flue must be inspected every year, to ensure the flue is in working order and there are no missing pieces.
- b. A wood burning fireplace chimney must be inspected every year, to ensure there is no creosote or ash on chimney walls, which can start a chimney fire.

III. Association Responsibility

- a. The Association will notify Unit owners with the above-mentioned chimneys that an inspection and possibly a cleaning are required for the chimney.
- b. Homeowners will have seven (7) days to notify Association that they will retain an insured Chimney Service to inspect the inside and outside of their chimney.
- c. If Homeowner retains a Chimney Service, written notification from the Chimney Service of the service provided must be sent to the Association within thirty (30) days of the initial notification from Association.
- d. If no notification is sent to the Association, a licensed Chimney Service will be hired, by the Association, to inspect and, if needed, clean chimneys.
- e. Property Manager will accompany the Chimney Service while chimneys are being inspected, and if needed, cleaned.
- f. The Association will pay the Chimney Service bill for the service that was completed, and provide a written report to the Homeowner. The Homeowner will then reimburse the Association for the expense.
- g. Structural parts of chimneys that extend outside the units into common space are within the purview of the association and repairs and/or improvements will be completed at the Association's expense.
- i. The Association will keep a written record of the reports provided by the Chimney Service for insurance purposes.

IV. Homeowners Responsibility

- a. If the Homeowner/Renter does not use the fireplace, a signed affidavit shall be submitted to the Association stating such, relieving the Association of all responsibility should a chimney fire occur.
- b. The Homeowner may retain a Chimney Service of their own choosing.
- c. Retention of a Chimney Service to clean and/or repair said chimney must be completed within thirty (30) days of notification from Association.
- d. The Homeowner must provide written notification to the Association stating that the chimney has been cleaned and/or repaired.
- e. The fiscal responsibility of having a Chimney cleaned and/or repaired is solely the Homeowners.

V. Chimney Service

- a. The Chimney Service will provide proof of Insurance.
- b. The Chimney Service will inspect the interior and exterior of all applicable chimneys.
- c. The Chimney Service will provide a written report of the condition of each chimney.
- d. The Chimney Service will only clean/repair those chimneys that are in need of such.