



**BIRCH POINTE CONDOMINIUM ASSOCIATION**  
P.O. BOX 1195  
HOCKESSIN, DE 19707

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May 24, 2019

**For immediate publication**

Dryer vent replacement and maintenance policy:

Due to the location and access requirements for dryer vent lines serving individual units, it is not possible or practical for Birch Pointe to maintain or service these lines proactively. While lines traverse common elements, access to those lines is only possible with consent from individual unit owners as cutting through ceiling and floors – which are individually owned – is required in most cases to access them.

Therefore, it has been determined that the only viable option for servicing these lines is through individual unit owner initiative.

As a matter of policy, and for the general safety of all unit owners, the following program is instituted:

- Owners wishing to replace their dryer vent line are hereby authorized to do so as long as a licensed and insured contractor is used. A list of recommended contractors is available. Evidence of completed work must be furnished by owners seeking reimbursement under this policy.
- Owners may seek reimbursement of the actual replacement cost, up to \$700, for vent line replacement **after** work has been performed and invoiced (satisfactory evidence must be provided of completed work and cost prior to reimbursement).
- Reimbursement may be granted by crediting the owner's HOA fee account or by proactive payment issued from Birch Pointe to the owner.
- Reimbursement for owners that have an account balance greater than \$0 will only be in the form of an account credit.
- Each unit is eligible for a single replacement under this program every 30 years. Unit owners assume all maintenance responsibilities for the replaced vent lines.
- Owners with vent-less dryers who have their vent removed or otherwise made inoperable (supporting evidence required) are eligible for a one-time credit of \$700, subject to the same rules above.
- This policy is effective June 1, 2019 and applies to all requests received thereafter. No retroactive reimbursement may be sought or granted.
- An annual aggregate maximum reimbursement may be set at the Board's discretion. Any valid requests for reimbursement received will roll over to the following years and be processed in the order in which they had been received.

Sincerely,

*Birch Pointe Condominium Association, Board of Directors*