

## City of Burlington Apartment Inspections and Safety Reminders - PLEASE READ

August 14, 2010

Dear Champlain Apartments Tenants:

With the academic school year approaching, we are working to finish up all of our summer property projects.

**On Tuesday, 8/24 beginning at 9am and continuing throughout the day until all units have been completed, we will have our annual City of Burlington Minimum Housing Inspections.** This means that we will be coming through all units with City of Burlington Code Enforcement Staff to ensure that we are adhering to the rental code. Please expect us.

**Beginning on Monday, 8/16 and continuing through our City Inspections on 8/24, between 8am - 8pm we will working on the interior and exterior of all of our properties. We will also be coming through all of your units during this window of time prior to our inspection. Again, please expect us.**

We ask that you help by having your apartments clean and neat and your trash and recycling taken care of. Please do not have beer and liquor bottles littered throughout your apartments. A reminder that pong and Beirut tables and other drinking games and parties are not permitted at ANY time in our properties per our lease agreement. If we find you and your group having a party in our apartments, we will ask you to leave.

### **Other safety reminders:**

- **Entry Areas and Hallways:** Regarding your entry areas and hallways, please keep them free of trash, recycling, shoes, and general clutter. These are your means of egress in an emergency and this request is for your safety.
- **Smoke-Carbon Detectors:** Smoke-carbon detectors are throughout all of your units. Tampering with them in any way is subject to a \$1500 fine. We just changed the batteries in all of the detectors and replaced any that we found to be problematic. If you are having a problem with a detector, please call to let us know.
- **Padlocks:** Padlocks on bedroom doors are not permitted per the City rental

ode. If you have placed a padlock on a bedroom door, please remove it. If at any time throughout the year we find a padlock on a bedroom door, we will remove it.

**Porch and Exterior Lighting:** A reminder to let us know if you have any exterior porch or parking lot lighting that needs bulb replacement or is otherwise problematic.

**Doors and Windows:** Please keep your doors and windows locked. We live in a city and do need to be cautious and responsible. There has been an increase in vandalism throughout the City in recent weeks. This is your first line of defense against an intruder, please use it. Please keep your valuables, laptops, and other electronics out of sight.

**Car Doors and Windows:** There has also been an increase in car vandalism. Again, please keep your cars locked and your valuables out of sight.

**Basement Areas:** If your apartment or house has a basement area, this is strictly for mechanicals and laundry. It is not to be used as an additional living space nor is it to be used for storage per fire code.

As always, your safety and enjoyment are very important to us. Thank you very much in advance for your help and cooperation.

My Best,

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