

Policy and Procedure

Security Camera/Monitoring devices

Background:

Multiple units in the Greens at Westend have requested to be able to use a security camera to monitor and or record the main entry of their unit.

Objective:

To provide clear direction on what is allowed as it pertains to individual units, the types of security/monitoring cameras and or devices that may be used, and location of placement of these devices

Policy:

The policy of the Board is to allow security/monitoring cameras and or devices at the entry of the limited common area. For this purpose, the Limited Common Area is defined as the area on and around the concrete slab starting at the front entry and extending to the first expansion joint/where the pad and the sidewalk intersect.

Procedure:

1. Unit owner must fill out an exterior modification request form. This form can be obtained from the COA manager in the main office.
2. Unit owner will submit the modification request along with an example (picture) of the device or devices to be installed to the main office for approval and recording, unit owner must acknowledge compliance with item #6 listed below on the form.
3. Unit owner may not mount camera outside of the Limited Common Area, including any part of the sidewalk or soffit leading up to the unit entry. "However, a camera may be placed in a potted plant provided that the camera and plant are in compliance with all other governing policies"
4. Unit owner may not aim the device to which they would record or monitor other units' personal area. (another unit's front entry walk, back screen area) or the sidewalk leading directly to any unit entry.
5. Unit owner may place a small device similar to a "Ring doorbell" immediately exterior to the front entrance door of their unit. **One (1)** additional security camera not to exceed the dimensions of 5x5x3 inches. May be mounted or placed within the Limited common area. It may be placed below 24 inches height if set on or in another item or above 80 inches from the ground. Placement of the device must be approved by COA manager or Board member to ensure it will not detract from the community.
6. This may be fastened using **ONLY a removable adhesive.**
7. The camera is to be used to monitor the owner's personal entry and the common parking spot and drive area in its view.

This policy is adopted and
supersedes COA-012a

Adopted on 3.21.23 by the Board