

Welcome to Cottonwood Park Condominium Association!

If you are planning to rent your unit out please be sure to pass this information along to your tenants.

The following are just a few items we ask Owners and Residents to keep in mind.

To review the Covenants and Resolutions for the Association please visit the web site at www.cottonwoodowners.com. If you ever have a question or a problem please feel free to call us, our contact information is on the last page.

In the last few years the number of calls to the office to report sewer backup problems have been greatly reduced by having the lines cleaned every six months. The tree roots are good at finding their way into the sewer lines as they are a great source of water and nutrients and before long the roots will clog the line. Even though a cutting blade is used to clear a clogged line, this in no way leaves the inside of a pipe smooth. There are still small pieces of root and where they have broken into the pipe there can be rough edges to catch solid items as they go by. The water and sewage will travel the path of least resistance. If there is a clog in the line it's usually the toilet that overflows resulting in residents left with a big unpleasant mess. So, it remains important for ALL residents to be aware of what goes down the drain or toilet.



With this in mind, please remember **MOST ITEMS ARE NOT FLUSHABLE**. Some of these items are: paper towels, diapers, baby wipes, feminine products, toys and even an excessive amount of toilet paper. Ladies, please note that while the labels of many tampon boxes say they are flushable, in truth, they are one of the biggest causes of blocked lines. The best rule to go by is: if it isn't a reasonable amount of toilet paper, or what the toilet was intended for, it shouldn't be flushed down. With your help the chances of a backup can be greatly reduced.

Other causes of blocked lines are hair and grease. People tend to think grease isn't a problem; if they use enough hot water, it will be fine. This is not the case, for as the water cools and the grease begins to solidify it will begin to collect anything that goes past and before long the line is blocked. Hair is easily snagged by any rough spot in a pipe and often causes a clog long before it gets to the main sewer line. If you notice your sink and bath tub draining slowly, call New Level Managers right away so the company who cleans the lines can be called to get it taken care of before someone's home is flooded.

Due to the age of the Association and the number of large trees there are, the lines are periodically monitored for damage that will require replacement of a sewer line.

During the spring and summer we see bees, wasps and hornets. Wasps and hornets can be handled by a pest control company. If you notice a nest anywhere in the association please call New Level Managers and we make arrange for the nest to be treated. The company we call is very good about examining the surrounding areas for any additional nests.

However, if you see a bee hive anywhere on the Association **PLEASE DO NOT SPRAY THE HIVE WITH INSECTICIDE!** Although spraying will kill the bees living in the hive, once the bees are dead, bees from other hives in the area will come and take the honey that is now contaminated with insecticide back to their hive. This not only has the potential of killing the other bees, but getting insecticide in the honey WE eat! (That thought is far from appealing.) Again, call New Level Managers and we will have a bee keeper come and remove the hive and take it to a more suitable location. It is important to do what is best for the bees as their numbers are dwindling and they are such an important part of pollination for many food crops.





All Residents and their guests are asked to observe the Associations Quiet Hours and be considerate of their neighbors keeping noise to a minimum. There are residents who work the night shift which of course means the listed times will conflict with their schedule. If you know you live adjacent to someone who works a late shift, please be considerate of them and keep day time noise to a moderate level as well, it is certain to be appreciated!

GENERAL QUIET HOURS are:

Sunday evening through Friday morning 10:00 pm to 8:00 am

Friday evening through Sunday morning 11:00 pm to 9:00 am

LAUNDRY ROOMS -

The hours of operation are:

Monday to Sunday 7:00 am to 10:00 pm.



Because the laundry rooms are against and under the homes of fellow Residents, everyone is asked to be aware of the length of time washing and drying take so they are finished by the closing time. There have been times the laundry was used in the middle of the night, leaving the people in the adjacent unit very unhappy. Please be considerate and only use the facilities during the posted hours.



A Resolution had to be put in place regarding grills on patios and balconies in the Association. The fire code for Boulder County does not allow for open flame such as “Tiki torches”, smokers, charcoal or gas grills with a tank larger than the one pound tank used by camp stoves. If you have a gas grill, there are adapters that allow the small tank to be used in place of the standard five pound tank. All open flame must be a minimum of ten feet from any flammable objects. Storage of a large tank is also not permitted within in the Association. Electric grills are permitted as long as they are used out away from the side of the building. Residents of the single family homes are exempt from this Resolution with the exception of the ten foot rule.



All residents are responsible for maintaining the area around their units in a clean and appealing fashion. By keeping the area around your unit clean and neat it adds to the overall appearance and property value of the whole Community. Patios and balconies are not to be used for storage. Outdoor style patio furniture, firewood, living potted plants, and bicycles are permitted on patios and balconies. All other items must be stored in a designated storage area. Storage of bicycles and other personal items is not permitted under stairs or in the walk way between buildings.

Please remember to submit an Architectural Review Request for ANY project you wish to do on the outside of your unit. This includes changing the light fixture at your front door and replacing windows or doors. If you are replacing something that has been broken or damaged with an identical item then approval is not necessary. Should you need this form, it can be found on the web site on the ‘Forms’ page.



All antennas, including satellite dishes, are required to be placed on the inside of the patio/balcony railing only. Placement on the side of the building, chimney, or roof are prohibited! Drilling mounting holes in the siding can result in moisture getting into the walls of the building, not only while it is in place but after it has been removed. It will also result in unsightly repairs when they are removed. Several of the buildings have flat roofs that have a vinyl roofing material. Drilling into or even placing an antenna on a stand and placing weights on it will void the warranty for the entire building.

If your unit is in a location that does not provide an acceptable signal from the railing inside your deck/patio you will need to use Cable rather than dish.

If you have any question on the placement of an antenna please call New Level Managers for clarification.

Cottonwood Park Condominium Association

Contact information for New Level Managers

Property Manager – Carl

Office Manager – Joy

Assistant – Laura

Office phone number 303-494-7500

Emergency number 303-494-7504 please note, this is for emergencies such as no heat or hot water

Fax number 303-494-7510

Carl's email – hoamgr@msn.com

New Level Managers is your primary contact for problems, concerns, or issues

Certainly in an emergency requiring medical attention, the Police or the Fire Department call 911 first then call New Level Managers so we are aware of the situation.