



Property Condition Standards

Owner Resource Guide

Purpose	To help owners understand Timberline's minimum rent-ready standards and the repair authority needed to protect the property, comply with the lease and law, and maintain a safe, functional home for tenants.
Owner Authorization	Owner authorizes Timberline, at Owner's expense, to coordinate cleaning, repairs, maintenance, mitigation, replacement, servicing, and related work Manager deems necessary to meet these standards.
Not All-Inclusive	These standards are a guide. Other conditions may arise that require action due to habitability, safety, lease obligations, code requirements, insurance requirements, or evolving laws.

Property Condition Standards

Owner acknowledges that the property must be maintained in a clean, safe, functional, and rent-ready condition at all times, and in compliance with the lease, applicable building codes, health and safety requirements, insurance requirements, and all federal, state, and local laws, including Colorado Warranty of Habitability requirements.

The following standards are intended as a practical guide for preparing and maintaining the property for occupancy. Owner authorizes Timberline Property Management, at Owner's expense, to coordinate work Manager deems necessary to bring the property into compliance, preserve the condition of the property, protect tenant health and safety, comply with the lease or applicable law, or maintain rent-ready condition.

1. General Cleanliness and Rent-Ready Condition

The property must be professionally cleaned and free of trash, debris, abandoned personal property, odors, pests, and unsanitary conditions inside and outside. If the property is not cleaned to Timberline standards, Manager may hire a professional cleaning vendor before advertising, showings, or tenant occupancy.

2. Heating, Cooling, and Mechanical Systems

Heating, air conditioning, gas fireplaces, and related mechanical systems must be clean, functional, properly serviced, and maintained in safe operating condition. Furnaces, AC systems, and gas fireplaces must be serviced at least annually or as otherwise determined necessary or appropriate by Manager. Systems must operate as designed, and repairs or replacements may be completed as needed.

3. Appliances

Owner-provided appliances, including built-in or furnished appliances, must be clean, properly installed, and operating as designed. Appliances that fail, become unsafe, or no longer operate properly must be repaired or replaced without unreasonable delay.

4. Plumbing, Water Systems, and Water Heaters

Plumbing fixtures, faucets, drains, toilets, tubs, showers, shutoff valves, supply lines, sink traps, and related components must be in good working order and free from active leaks, corrosion, unsafe conditions, or visible defects requiring repair. Water heaters must be functional, properly vented where applicable, free from active leaks or significant corrosion, and maintained in safe operating condition. Failed or unsafe units may be replaced without delay using a qualified vendor and in compliance with applicable code.

5. Water Leaks, Moisture, and Mitigation

Owner authorizes Manager to take immediate action in response to water leaks, moisture intrusion, flooding, sewage backups, or other conditions that may cause property damage, habitability issues, mold risk, or health and safety concerns. Manager may dispatch qualified plumbing, mitigation, restoration, environmental testing, asbestos testing, drying, demolition, reconstruction, or related vendors as needed.

6. Smoke Alarms, Carbon Monoxide Alarms, and Fire Safety

Smoke alarms and carbon monoxide alarms must be properly installed, functioning, and not expired. At minimum, the property must have a smoke alarm in each bedroom, a smoke alarm on each level, and carbon monoxide detection within 15 feet of each bedroom or sleeping area as required by law or Manager policy. Missing, malfunctioning, expired, near-expired, damaged, or outdated alarms may be replaced immediately at Owner's expense. A fire extinguisher is required and may be installed or replaced as needed.

7. Doors, Locks, Keys, and Security

Exterior doors, interior doors, garage doors, sliding doors, door hardware, locks, latches, doorknobs, deadbolts, and related security features must function properly and safely. Locks must be rekeyed prior to a new tenant taking possession and between each tenancy at Owner's expense. Manager may repair or replace locks, latches, keys, garage remotes, or other security-related items as needed to secure the property and comply with lease or legal requirements.

8. Windows, Screens, and Window Coverings

Windows and sliding glass doors must open, close, lock, and function properly. Panes must not be cracked or broken. Tracks must be clean and functional. Screens must be present and undamaged where applicable. Bedroom windows, bathroom windows, patio doors, and main-level windows must have appropriate window coverings unless otherwise approved by Manager. Broken, missing, unsafe, or excessively worn coverings may be repaired, removed, or replaced.

9. Walls, Ceilings, Paint, Sheetrock, and Interior Surfaces

Walls, ceilings, trim, doors, and interior surfaces must be clean and in good condition, free from excessive damage, holes, stains, water damage, peeling paint, or other conditions requiring repair. Paint must be present in a clean and rentable condition. For properties built before 1978, Owner must provide required lead-based paint disclosures, records, and acknowledgments for lease documentation.

10. Flooring, Tile, Carpet, and Caulking

Flooring must be clean, safe, functional, and in good condition. Carpet must be professionally cleaned using a truck-mounted or Manager-approved method before tenant occupancy unless otherwise approved. Carpet may be stretched, treated, deodorized, black-light inspected for pet urine, repaired, or replaced as needed. Tile, grout, sheet vinyl, and other flooring must be free from damage, missing grout, unsafe conditions, trip hazards, or excessive wear. Caulking in water-prone areas must be maintained to prevent water intrusion and damage.

11. Cabinets, Fixtures, and Interior Attachments

Cabinet doors, drawers, hardware, shelving, towel bars, toilet paper holders, mirrors, and other fixtures or attachments must be properly secured, functional, and in good condition. Loose, missing, damaged, unsafe, or non-functioning items may be repaired or replaced as needed.

12. Electrical Systems, Lighting, and Ceiling Fans

Electrical outlets, switches, breakers, GFCI outlets, light fixtures, ceiling fans, smoke/carbon monoxide alarm wiring, and related electrical components must operate properly and safely. Electrical defects, unsafe conditions, non-functioning fixtures, missing covers, exposed wiring, malfunctioning breakers, or related concerns may be repaired by a qualified vendor at Manager's discretion.

13. Exterior Condition

Exterior siding, trim, fascia, soffits, doors, paint, decks, stairs, railings, gutters, drainage features, and other exterior components must be maintained in good condition. Gaps must be sealed as needed. Rotted, damaged, deteriorated, or unsafe exterior materials may be repaired or replaced. Exterior paint must not be excessively faded, cracking, peeling, or deteriorated. The front entry, front door, and visible exterior areas must present in a clean, attractive, and well-maintained condition.

14. Landscaping, Trees, Yard, and Sprinkler Systems

The yard must be safe, presentable, and reasonably maintainable by tenants. Dead, bare, damaged, or neglected landscaping may be repaired, replaced, reseeded, sodded, or otherwise corrected. Shrubs and trees must be trimmed away from the house, roof, siding, walkways, driveways, fences, and utility areas. Dead limbs, trees, hazardous branches, or stumps may be removed or ground as needed. Sprinkler systems must be functional and maintained in proper operating condition. Repairs to sprinkler lines, heads, valves, timers, controllers, backflow devices, and related components are pre-authorized. Sprinklers must be winterized annually in fall and activated annually in spring by Timberline's assigned vendor unless otherwise approved in writing.

15. Fences

If the property is leased with a fence, the fence must be maintained in safe and functional condition. Fence repairs are an Owner obligation unless otherwise provided by the lease or applicable law. If repairs involve cost-sharing with neighboring property owners, Owner is responsible for arranging or pursuing reimbursement or contribution. Manager may proceed with necessary fence repairs at Owner's expense when required to maintain the property, comply with the lease, or address safety, security, or occupancy concerns.

16. Radon

If radon testing reveals levels above EPA-recommended safety limits, Owner authorizes Manager to move forward with installation of a radon mitigation system or other appropriate corrective action to protect tenant health and safety. Manager may coordinate radon mitigation through a qualified vendor as soon as reasonably possible after becoming aware of elevated radon levels. The cost of radon mitigation, testing, installation, repair, or related work shall be charged to Owner.

17. Legal Compliance, Habitability, and Manager Discretion

Owner acknowledges that property condition requirements may change due to evolving laws, regulations, building codes, insurance requirements, lease obligations, or Warranty of Habitability standards. Manager is authorized to require or complete repairs, replacements, maintenance, testing, mitigation, cleaning, or other corrective action Manager deems necessary or appropriate to comply with applicable law or lease requirements, maintain rent-ready condition, protect tenant health and safety, preserve the property, prevent further damage, address habitability concerns, or maintain security, sanitation, weather protection, and essential services. This list is not all-inclusive.