

**TOWER LAKES CONDO ASSOCIATION**

**Board of Trustees**

**Procedural Policy:** 2026-04

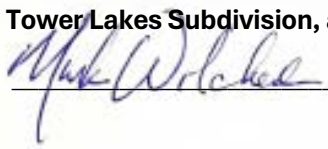
**Subject:** SECURITY CAMERA POLICY

**Date:** August 19, 2026

**Effective Date:** August 19, 2026

**Revision Date:**

**Reference:** Variance Policy: 2016-01 - GUIDELINES FOR APPROVAL OF  
VARIANCES FOR LIMITED COMMON AREAS; Second Amendment  
and Restatement of Declaration of Covenants and Restrictions for  
Tower Lakes Subdivision, as amended

**Authority:**  , President, Board of Trustees

**NEW POLICY**

The purpose of the Association's common element cameras is to enhance the security of the community for its residents, protect common property, deter crime, and assist in the investigation of unlawful activities while respecting the privacy rights of owners and guests. In order to ensure that video surveillance is not abused or misused, the Board has adopted this portion of the Security Camera Policy.

**No Guarantee of Safety or Security**

The Common Property cameras are not monitored in real time for the purpose of preventing crimes that are actively occurring. The purpose of the cameras is to record the vehicles entering and leaving the property for purposes of being able to provide evidence of potential offenders after a crime occurs. Each owner, for themselves, occupants, guests, licensees, and invitees, acknowledges and agrees that the Association is not a provider of security and will have no duty to provide security for the Subdivision. The Association does not guarantee that non-owners and non-occupants will not gain access and commit criminal acts in the Subdivision nor does the Association guarantee that criminal acts on the Subdivision will not be committed by other owners or occupants. Each owner is responsible to protect their person and property, and all responsibility for such security lies solely with each owner. The Association will not be held liable for any loss or damage by reason of its failure to provide adequate security or the ineffectiveness of measures it has undertaken.

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### **Data Storage & Accessibility**

- 1. Recorded footage will be kept for a period not exceeding 60 days, except where footage is being used for the investigation of an incident or is part of an ongoing legal process. All footage requests will be referred to the respective law enforcement agency. Access to recorded footage will be restricted to the Board and law enforcement authorities.**
- 2. Any reviewed or released footage will be carefully screened to protect the privacy of other residents and to ensure compliance with applicable laws. All instances of surveillance footage being viewed by the Board or provided to law enforcement will be entered into the minutes of the executive session meeting.**
- 3. No video will be published to the internet or streamed. Archived video records will be stored only for investigative or legal purposes and will be stored with the Board or law enforcement.**
- 4. Any tampering, obstruction, or disabling of the security cameras by residents or guests will be considered a violation of this policy and may result in fines or other penalties, including assessments of costs related to replacing the cameras and other damaged property.**

### **OWNER-INSTALLED SECURITY CAMERAS & SECURITY DOORBELLS (COMMONLY CALLED VIDEO DOORBELLS OR DOORBELL CAMERAS).**

#### **Purpose**

**The purpose of this Policy is to provide Unit Owners with a reasonable opportunity to enhance the security of their homes while protecting the privacy of other residents, minimizing potential nuisance issues, and preserving the appearance, aesthetics, and property values of the Association. This Policy is intended to balance a Dwelling Unit Owner's desire for security with the rights of neighboring Unit Owners to enjoy their property free from unreasonable surveillance or disturbance.**

#### **Regulations**

- 1. Board Approval Required**  
**A Unit Owner must submit a variance request to the Board of Directors for approval prior to the installation of any security camera on the exterior of the Dwelling Unit or anywhere outside the boundaries of the Unit. All installations are subject to the Board's prior written approval and may be installed only in locations specifically authorized in writing by the Board of Directors.**

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**2. Camera Placement and Privacy Restrictions**

Security cameras may be mounted on or around a Dwelling Unit, provided they comply with all provisions of this Policy. Cameras must be positioned to monitor only the Owner's Dwelling Unit, any appurtenant limited common elements assigned to the Unit, and areas immediately adjacent thereto as approved by the Board. Cameras shall not be directed toward neighboring Dwelling Units, private patios, decks, windows, doors, or Association common areas beyond those immediately adjacent to the Owner's Unit. Under no circumstances shall a camera be installed or operated in a manner that records, monitors, or captures video or audio of neighboring Units, residents, guests, or their activities.

**3. Maintenance Responsibility**

The Unit Owner, and any subsequent Owner of the Dwelling Unit, shall be solely responsible for the maintenance, repair, replacement, operation, and removal of all camera equipment, including any associated wiring, mounting hardware, utility connections, and related components. All equipment must be maintained in good working condition and appearance and shall be kept free from damage, deterioration, discoloration, corrosion, or missing parts.

**4. Noise and Appearance**

Security cameras and any related equipment shall not emit noise, alarms, flashing lights, or other disturbances that may unreasonably interfere with neighboring residents. All installations must be neat and unobtrusive in appearance and must comply with any architectural standards established by the Association.

**5. Unauthorized Installations**

Any security camera or related equipment installed without the prior written approval of the Board, or installed in a manner inconsistent with the approval granted, shall constitute a violation of this Policy and may be subject to enforcement action by the Association, including the removal of the unauthorized installation at the Owner's expense.

**6. Liability and Indemnification**

The Association assumes no responsibility or liability for the installation, operation, maintenance, effectiveness, or monitoring of any Owner-installed security camera. The Unit Owner shall be responsible for any damage to Association property, common elements, limited common elements, or neighboring property resulting from the installation, operation, maintenance, or removal of the camera system.

**7. Transfer of Responsibility**

Upon the sale or transfer of a Dwelling Unit, responsibility for any approved security camera installation shall automatically transfer to the new Owner, who shall be responsible for continued compliance with this Policy and all maintenance, repair, replacement, and removal obligations associated with the installation.

**A Variance Request form can be found at [www.towerlakeshoa.com](http://www.towerlakeshoa.com) is required and must be submitted to the Board of Directors' for approval.**

**PURCHASE AND INSTALLATION CAN ONLY BEGIN AFTER  
THE BOARD OF DIRECTORS' APPROVAL.**