

**THE COTTAGES AT PLEASANT VALLEY**

**MAINTENANCE RESPONSIBILITIES**

**MARCH 2008**

	<b><i>EXTERIOR MAINTENANCE</i></b>	<b><i>HOA</i></b>	<b><i>OWNER</i></b>
1	Maintenance and repair of roof, rock work and stucco, and all exterior painting	Yes	
2	Maintenance and repair of exterior brickwork and chimney vents	Yes	
3	Maintenance and repair of front steps and sidewalks	Yes	
4	Maintenance and repair of concrete foundations and entries	Yes	
5	Maintenance and repair of original fences	Yes	
6	Maintenance and repair of rain gutters and down spouts	Yes	
7	Maintenance and repair of unit owner added or modified fences and handrails		Yes
8	Replacement, maintenance and repair of window wells, window well covers		Yes
9	Maintenance and repair of patios	Original	Owner Modified
10	Replacement, maintenance and repair of doors, hinges, frames, thresholds, locks and doorbells		Yes
11	Replacement, maintenance and repair of garage doors, door openers or floors		Yes
12	Replacement, maintenance and repair of windows, sliding glass doors, screens and frames		Yes
13	Replacement, maintenance and repair of all lights attached to the exterior walls	Fixture	Bulbs
14	Maintenance of gas and electricity connections from the meters to the unit	Utility Co.	Utility Co.
15	Maintenance of water system from the outside entry through the foundation throughout the unit including outside faucets		Yes
16	Replacement, repair to outside water spigots & bibs	Secondary	Culinary
17	Replacement and maintenance of phone lines, TV cables, air conditioning, heat pumps, sump pumps and heat tape wiring		Yes
	Owner improvements: skylights, sunlight panels, windows, attic vents		Yes
	<b><i>INTERIOR MAINTENANCE</i></b>		
19	All interior painting, decorations and furnishings from the inside of the unfinished walls and ceilings. This includes all appliances such as dishwashers, garbage disposals, ranges, refrigerators, furnaces, exhaust fans, attic vents, air conditioners, water heaters, intercoms,		Yes
20	Maintenance, cleaning and repair of venting, chimneys and fireplaces		Yes
21	Maintenance, repair and replacement of the electrical system from the city electric meter to the breaker panel and to all outlets including switches and light fixtures		Yes
22	Maintenance, repair and replacement of plumbing fixtures such as sinks, basins, toilets and all interior pipes and valves		Yes
23	Repair of cracks or other damage to interior walls, floors or ceiling caused by normal unit settling		Yes
24	Repairs of damage resulting from static water, surface water or seepage of water from any underground source except water from sprinkler system failures (See 27)		Yes
25	Repairs of damage resulting from static water or seepage of water due to sprinkler system failures (See 26)	Yes	
	<b><i>GROUNDS</i></b>		
26	Lawn, flowers, trees and shrubs in the common areas	Yes	
27	Trees, flowers and shrubs in limited owner-modified common areas. Replacement plants should be similar to existing and/or surrounding plants in the entire development.		Yes
28	Maintenance of secondary water system connecting from the city, sprinkling system, filter system and approved water features	Yes	Owner- modified
	Maintenance of roadways, parking areas, curb and gutter, sidewalks and steps	Yes	
30	Snow removal of roadways, parking areas, sidewalks, and all areas leading up to front door of residence	Yes	