

The following is a quick index to determine maintenance responsibility:

Item:	Association/Owner	
Siding/brick/tuckpointing	X	
Fascia/soffit/trim	X	
Roofs/gutter/downspout	X	
Windows and glass		X
Storm window, if any		X
Garage overhead door: Section		X
Springs/cable		X
Operator/locks		X
Front entrance door:		
Door		X
Lock, knob, hinges		X
Knob, threshold		X
Weather-stripping		X
Sliding glass door:		
Glass		X
Frame & sill; sill filler		X
Lock & latches		X
Storm Door		X
Cement walks/stoops/steps	X	
Patio/deck	X	
Driveway	X	
Guest parking areas	X	
Foundation walls and footings	X	
Foundation floor		X
Coach lights	X	
Address numbers (original)	X	
Mailboxes	X	
Interior surfaces		X
Lawn (unless fenced in)	X	
Shrubs/trees (original)	X	
Watering		X
Retaining walls	X	
Parking Lots	X	
Community fences	X	
Sill cocks		X
Exterior Painting		X
Sanitary line	X	
Soil erosion of common elements	X	
Air conditioner & pad & piping (original)		X
Chimney screens (original)	X	
Exhaust or dryer exterior vents	X	
Ice dams	X	
Attics	X	
Owner improvements		X
Consequential interior damage		X
Exterior damage due to Owner		X
Utility lines & pipes serving one unit		X
Pond	X	
Entry signs	X	

Effective (9/21/04)