

**VILLAGE AT SUNNYSLOPE CONDOMINIUM
OWNERS' ASSOCIATION, INC.**

@ 5-1-12

**MAINTENANCE RESPONSIBILITY GUIDELINES FOR COMPLIANCE WITH
RULES AND REGULATIONS**

INTERIOR OF UNIT:

Caulking and weather sealing	Unit Owner
Foundation	
Exposed batt insulation	Unit Owner
Structural crack	Association
Waterproofing	Unit Owner
Insulation/Venting	
Insulation of walls and ceilings	Association
Roof and soffit vents	Association
Painting/Staining	
Doors, including entry door	Unit Owner
Garage interior and inside of garage door	Unit Owner
Walls and woodwork	Unit Owner
Repair/Replacement of:	
Appliances, electrical system, mechanicals & plumbing	Unit Owner
Doors and door frames including entry door and glass in door	Unit Owner
Fans, exhaust	Unit Owner
Garage door opener and remote	Unit Owner
Light fixtures & bulbs	Unit Owner
Solar tubes/Skylights	Unit Owner
Windows and window frames, glass and screens (including cleaning of)	Unit Owner
All other items unless specified otherwise	Unit Owner
Sewer main, from lower level floor drain up	Unit Owner
Telephone and Cable TV inside wiring	Unit Owner
Water Supply and Plumbing	
From individual gate valve into unit, including fixtures	Unit Owner

EXTERIOR OF UNIT

Caulking around doors, windows and siding	Association
Gutter cleaning	Association
: Landscaping	
Bed edging	Association
Lawn mowing	Association
Mulch supply	Association
Shrub/Tree trimming	Association
Weeding and fertilizing	
General common areas	Association
Limited common areas and personal gardens	Unit Owner
Lawn watering	Unit Owner

EXTERIOR OF UNIT (cont.)

Leaf raking on lawn	Association
On deck/patio	Unit Owner
Painting/Staining/Sealing (frequency determined by Board)	
Garage doors, exterior of	Association
Window and door frames, exterior of	Association
Walls and siding	Association
Decks- Deck Material-Deck steps-Divider	Unit Owner
Repair/Replacement of Concrete Drives & Sidewalks	Association
Repair/Replacement of Patio and/or Decks, Divider	Association
Extended Patios; Deck steps	Unit Owner
Repair/Replacement of:	
Garage door, including track, rubber seal (bottom)	
& keypad;	Association
Battery for keypad	Unit Owner
Lighting, fixtures attached to unit	Association
bulb supply	Unit Owner
Mailbox	Association
Patio door	Association
Roof, vents, gutters,	Association
Siding	Association
Solar tubes/Skylights	Unit Owner
Storm door	Association
Sewer Main	
from lower level floor drain to road	Association
Snow Removal (over 1 inch)	
Drives/Driveways	Association
Patios/Decks	Unit Owner
Sidewalks	Association
Telephone, Cable TV and Utility Wiring	Association
Water Supply and Plumbing	
From individual gate valve to road	Association
Hose Bibb, Vacuum breaker	Unit Owner
Window Washing	Unit Owner

1. Any work to be performed by the Association which, pursuant to the Declaration is chargeable to the Unit Owner, will be so charged. For example, repairs to the common elements necessitated because of actions by the Unit Owner.
2. No structural alterations by the Unit Owner may be made, even in the course of performing the Unit Owner's responsibilities herein outlined, without the express permission of the Board of Directors.
3. Promptly report the need for repairs to the Board of Directors.
4. If in doubt as to whose responsibility it is to see to a specific repair or type of maintenance, contact the Board of Directors.

THIS CHECKLIST IS ADVISORY ONLY. WHEN AN ISSUE EXISTS BETWEEN THE PROVISIONS OF THIS CHECKLIST AND THOSE OF THE DECLARATION, THE DECLARATION CONTROLS.

IF THE ISSUE INVOLVES PHYSICAL DAMAGE TO PROPERTY AND THE ISSE PERSISTS, A SOLUTION MAY BE FOUND IN A REVIEW OF THE ASSOCIATION AND/OR UNIT OWNER'S INSURANCE POLICIES.