

Villages of Apex – NVR Townhomes Maintenance Responsibility Chart

The following chart provides a summary of general Owner and Association¹ responsibilities. Please refer to Article VI, Sections 1 and 2 of the Supplemental Declaration of Covenants, Conditions Restrictions and Easements for Villages of Apex – NVR Townhomes for more details. In the event of any conflict, the terms of the Supplemental Declaration will control.

Building Maintenance		
Building – Exterior Surface	Owner:	Repair, replace, and care for all glass surfaces, all screens, and all storm doors
	Association:	Paint, repair, replace and maintain, excluding glass, screens, and storm doors
Building – Interior	Owner:	Repair, replace and maintain in conjunction with adjoining owner as may be applicable.
	Association:	None
Doors	Owner:	Repair, replace and care for glass surfaces, screens, and hardware
	Association:	Paint, repair and replace doors and garage doors
Gutters & Downspouts	Owner:	None
	Association:	Paint, repair, replace and care for
Lights – Exterior Building	Owner:	Repair, replace and care for exterior lights attached to unit (e.g., carriage lights)
	Association:	None
Roof	Owner:	None
	Association:	Repair, replace and care for, including shingles, boot vents and ridge vents.
Structural	Owner:	Repair, maintain, and care for all structural components
	Association:	None
Vents, Ducts, Flues	Owner:	Repair, replace and care for (e.g., clean out) except for repair and replacement of boot vents and ridge vents
	Association:	Repair and replace boot vents and ridge vents (excluding cleaning out)
Windows & Skylights	Owner:	Repair, replace and maintain all glass surfaces
	Association:	Paint, repair, and replace exterior window surfaces excluding glass
Exterior Improvements		
Decks / Patios / Porches	Owner:	None, except structural support
	Association:	Paint/Stain, repair and replace
Fences	Owner:	Paint, repair, replace and care for fencing installed by owner
	Association:	Paint, repair, replace and care for fences installed by Declarant or Association
Mailbox	Owner:	None

¹ Please note that per Article VI of the Supplemental Declaration, if any item for which the Association has maintenance and repair responsibility is damaged (1) through the willful or negligent act of an owner or the owner's tenants, family members, guests, or invitees, or (2) by fire, lightning, windstorm, hail, explosion, riot, civil commotion, aircraft, vehicle or smoke, the cost of the maintenance and repair shall be the responsibility of the owner. The fact that this chart may indicate an owner has no maintenance responsibility for a certain item does not apply in those situations.

Routine maintenance that is the responsibility of the Board will be carried out on a schedule to be determined by the Board.

	Association: Paint, repair, replace and care for cluster mailboxes
Parking Areas	Owner: None Association: Repair and maintain
Shutters	Owner: None Association: Paint, repair, replace and care for
Sidewalks	Owner: None Association: Repair, replace and care for sidewalks on Common Area; otherwise responsibility is with Town of Apex
Signage	Owner: Paint, repair, replace and care for unit identification signage Association: None for individual units
Stairs	Owner: None Association: Paint, repair, and replace
Streetlights	Owner: None Association: Town of Apex
Streets	Owner: None Association: Repair and maintain alleys; streets are maintained by Town of Apex
Storm Water Control	Owner: None Association: Repair, replace and maintain
Unit Walkways	Owner: Repair, replace, and care for walkways, including snow and ice removal Association: None
Grounds and Landscaping	
Grass / Lawn	Owner: Maintain, care and upkeep of lawn within any rear fenced-in privacy area and of any landscaping installed by Owner (which requires approval from the ARC) Association: Maintenance and care, except in fence in areas
Leaf Removal	Owner: Within any rear fenced-in privacy area and within any landscaping area installed by Owner (which requires approval from the ARC) Association: As needed as determined by Board
Mulch Beds	Owner: Within any rear fenced-in privacy area and within any landscaping area installed by Owner (which requires approval from the ARC) Association: As needed as determined by Board
Trees and Shrubs	Owner: Within any rear fenced-in privacy area and within any landscaping area installed by Owner (which requires approval from the ARC) Association: Maintenance and care for trees and shrubs installed by Declarant or Association, except if within fenced-in area
Utilities	
Air Conditioning / Heating	Owner: All maintenance, repair and replacement Association: None
Cable TV	Owner: All maintenance, repair and replacement Association: None
Electrical	Owner: All maintenance, repair and replacement Association: None
Gas	Owner: All maintenance, repair and replacement Association: None
Telephone	Owner: All maintenance, repair and replacement Association: None

Water / Sewer	Owner: Repair, replacement and clean out of sewer lines and facilities located upon such Owner's Lot behind the clean-out to (and including the lines and facilities servicing) the townhome unit Association: Maintain, repair and replacement of any water or sewer line serving more than one unit and which is either located outside public street rights-of-way or outside any City utility easement
Services	
Insect Control	Owner: Responsible for all insect control on lot except for annual termite inspection Association: Annual termite inspection
Insurance on Townhome Units	Owner: Responsible to insure unit with a blanket "all-risk" casualty policy covering all structures on the lot, at one hundred percent (100%) of the insurable replacement value of the unit, and to include fire, vandalism, and mischief coverage; responsible for maintaining liability policy of not less than Two Hundred Thousand (\$200,000.00) Dollars per occurrence. Association: None
Snow & Ice Removal	Owner: Responsible for stairs and walkways servicing their individual unit Association: Removal and treatment for sidewalks as may be determined necessary in the discretion of the Board
Termite Inspections & Control	Owner: None Association: Annual inspection and spot treatment if termites discovered; no termite warranty is provided
Trash Removal	Owner: Responsible for removal of all trash and debris from unit Association: None