



BRIER CREEK COTTAGES CONDOMINIUM OWNERS ASSOCIATION, INC

Maintenance Responsibility Chart

***Note: The Governing Documents and Board decisions take precedence over this chart.**

	ITEM	UNIT OWNER	ASSOCIATION
1.	Appliances and garbage disposal	XXX	
2.	Asphalt maintenance and repairs		XXX
3.	Brick veneers		XXX
4.	Chimney caps		XXX
5.	Common Area Utilities		XXX
6.	Concrete repairs (porches, sidewalks, curb & gutters)		XXX
7.	Deck and balcony, cleanliness	XXX	
8.	Deck and balcony, repairs		XXX
9.	Door bells, knobs, locks, fixtures	XXX	
10.	Exhaust fans and ducts (includes their roof and siding caps)	XXX	
11.	Exterior alterations (needs written Board approval)	XXX	
12.	Exterior doors and storm doors	XXX	
13.	Exterior handrails and house numbers		XXX
14.	Exterior painting (including doors)		XXX
15.	Exterior siding, soffits, shutters and trim (cleaning, painting, repair)		XXX
16.	Exterior walkway and motor court lights and fixtures		XXX
17.	Foundation repairs		XXX
18.	Garage Door, key pads and openers	XXX	
19.	Gutters, gutter cleaning, downspouts and slash blocks		XXX
20.	Hose Bibs, Exterior		XXX
21.	Hose Bibs, Garage	XXX	
22.	HVAC replacement and repairs	XXX	
23.	Interior plumbing and fixtures	XXX	
24.	Irrigation systems		XXX
25.	Landscaping (builder installed)		XXX
26.	Landscaping (homeowner installed - needs written Board approval)	XXX	
27.	Pressure reducing valves (inside garages)	XXX	
28.	Pressure reducing valves (inside riser rooms)		XXX
29.	Roof shingles/metal roofing		XXX
30.	Roof structural members, trusses, sheathing		XXX
31.	Security System	XXX	
32.	Sheathing and framing material beneath siding		XXX
33.	Snow removal (at Board's discretion)		XXX
34.	Street cleaning		XXX
35.	Termite inspection and treatment		XXX
36.	Trash collection		XXX
37.	Water and sewer lines (common use)		XXX
38.	Water and sewer lines (unit-specific use)	XXX	
39.	Window frames	XXX	
40.	Window glass and screens	XXX	

Revised May 2017