TOWNHOMES MAINTENANCE RESPONSIBILITY CHART
CLUB VILLAS TOWNHOMES

ITEM	Homeowner	Association
Animal Removal/Animals in attic	XXX	
Attic power vents and fans	XXX	
Common area lighting		XXX
Breaker Boxes	XXX	
Damage to landscaping caused by resident, employee or guest, autos, repairs, spills, pets, etc.	XXX	
Decks	XXX	
Doors (Replacement, hardware, or repair)	XXX	
Door Painting (on schedule)	XXX	
Dryer Vents	XXX	
Electrical fixtures (except in common areas)	XXX	
Exterior townhouse numbers	XXX	
Exterior water spigots	XXX	
Exterior window frames and encasements	XXX	
Extra cost of painting	XXX	
Fencing	XXX	
Foundation/structural parts of home	XXX	
Garbage receptacles	XXX	
*Grounds/Landscaping (builder installed)		XXX
Grounds/Landscaping (common areas)		XXX
Grounds/Landscaping (homeowner installed)	XXX	
Gutter Cleaning (on schedule)		XXX
Gutter replacement and repair		XXX
Heating/AC units & feeder lines	XXX	
Ice and snow removal- from private streets		XXX
Interior drainage (except gutters & downspouts)	XXX	
Interior repairs caused by leaks	XXX	
Mailbox kiosk maintenance		XXX
Meter leaks or replacement	XXX	
Patios and stoops	XXX	
Pest control- inside home	XXX	
Private road & parking area repair		XXX
Repair/Maintenance of Architectural changes	XXX	
Roof repair/Leaks/Replacement		XXX
Screens	XXX	
Sewer lines from common cleanout to city line		XXX
Siding & trim (cleaning/painting/repair)	XXX	
Storm doors	XXX	
Structural problems	XXX	
Termite warranty		XXX
Walkway maintenance	XXX	
Water lines damaged by HOA		XXX
Water lines from meter to city line	XXX	
Water lines from meter wall to interior	XXX	
Weatherstripping	XXX	
Window glass	XXX	

* Maintenance only homeowner responsible for removal/replacement