

Bradford Greene Condominium Association

MAINTENANCE, REPAIR, AND REPLACEMENT RESPONSIBILITY CHART

Version 7/28/2022

This “Maintenance Responsibility Chart” is intended to supplement, not replace, the Declaration and Bylaws; therefore, if there should be an inadvertent discrepancy between what is listed in this “Maintenance Responsibility Chart” and the recorded documents, the Declaration and/or Bylaws will govern. Exclusions exist for casualty losses, negligent damage, and causing damage as part of a repair.

Responsibility Key:

*Responsibility can shift if damage is caused by negligent or intentional acts, or, a casualty event.

A= Association

O= Owner

DESCRIPTION	RESPONSIBILITY
Light Fixtures:	
Common Element Lights (e.g. street lights and clubhouse lights)	A
Light Bulbs and Fixtures on Unit’s Interior or Exterior (e.g. next to Unit’s door)	O
Light Bulbs and Fixtures in Common Elements other than Unit’s exterior	A
Other Electrical:	
Electrical Fixtures Only Serving Unit, wherever located (e.g. Circuit Breaker Box, Electrical Outlets on Unit Exterior)	O
Electrical Fixtures Serving Multiple Units or Common Elements	A
Electrical Wires Only Serving Unit	O
Electrical Wires Serving Multiple Units or Common Elements	A
Plugs, Switches, Fixtures, etc. connected to Unit’s Electrical Grid	O
Alarm Systems, Communication Systems, Smoke Detectors Only Serving Unit	O
Electric Meters	A
Garage:	
Door, Door Springs, Wheels, Tracks & Weather-stripping	O
Electrical Openers	O
Garage Door (including frames)	O
Electric opener wiring and panel	O
Garage Interior (including walls, ceiling, and floors)	O
Garage Door Trim & Molding	A
Light Fixture Outside Garage	O
Drain inside Garage	O
Entrance/Side/Back Doors:	
Door Frame	O
Physical Door (Including all hardware generally included with purchase of door)	O
Handles, Knobs, Locks, Knocker	O
Exterior Coating of Doors	O
Sashes, Thresholds, Jambs	O
Doorbell	O
Door Trim, Molding, Exterior Caulking, and Decorative Piece above Door	A
Windows & Sliding Doors:	
Glass - Breakage, Cleaning (inside and outside window cleaning), Leaks, Mullions, Locks, Operators, Balances, etc.	O
Exterior Frames	O
Window Trim, Exterior Caulking, Molding, Shutters, and Decorative Piece	A
Interior Casing & Frame	O
Weather-stripping, Screens, Grates	O
Handles, Knobs, Locks	O

Bradford Greene Condominium Association

DESCRIPTION	RESPONSIBILITY
Kitchen Items:	
Appliances Including Wiring & Plumbing Only Serving Unit	O
Kitchen Cabinets	O
Kitchen Plumbing Including Faucets	O
Hood and Vent Fan	O
Vents Only Serving Unit	O
Roadways and Drives:	
Driveways – Structural Repairs	A
Driveways –Cleaning & Housekeeping of Limited Common Element Parking Area	O
Common Element Parking Areas	A
Roadway	A
Walkways & Sidewalks	A
Drainage Grate and Drainage Tile	A
Walls, Ceilings & Floors:	
Perimeter and Interior Wall & Ceiling Drywall	O
Firewalls between Units	A
Roof System	A
Floors: including slab or concrete basement floor	O
Floor and wall coverings	O
Furnace & Air Conditioning:	
HVAC Ducts only Serving Unit	O
HVAC Ducts serving Multiple Units or Common Elements	A
Air Conditioning and Heating Equipment only Serving Unit	O
Air Conditioning Pad – composite material component of A/C Unit	O
Exterior Vents in Roof and Siding	O
Grates on Building Exterior	A
Plumbing & Gas Lines:	
Sanitary & Storm Sewer Cleanouts from Unit to Main	O
Interior Sanitary Drains	O
Water Line only Serving Unit	O
Water Line Serving Common Elements or Multiple Units	A
Plumbing Fixture only Serving Unit	O
Plumbing Fixture serving Common Elements or Multiple Units	A
Interior Unit Faucets, Shut-off Valves, Toilets, Other Fixtures	O
Gas Lines and Fixtures Only Serving Unit	O
Gas Lines and Fixtures Serving Common Elements or Multiple Units	A
Sump Pumps & Related Equipment Exclusively Serving Unit	O
Water Spigot	O
Patios & Porches:	
Concrete and Structural Repairs	A
Railings & Other Improvements added by Owners	O
Routine Cleaning and Housekeeping (including cleaning patio pillars/bases and tops)	O
Caulking and sealing edges	A
Patio Pillars/bases & tops(painting will apply to industry standards per material used unit by unit)	A
Steps to Side/Back Door	O
Roofs and Gutters:	
Roof Surface, Structure, & Flashings	A
Gutters and Downspouts	A
Fireplace & Vents:	
Fireplace	O
Fireplace Direct Vents	O

Bradford Greene Condominium Association

DESCRIPTION	RESPONSIBILITY
Miscellaneous:	
Pest Control in Unit; including attic	O
Pest Control Outside Units (e.g. large wasp nest)	A
Radon Mitigation System	O
Unit Address Plaques	A
Building Façade and Exterior Materials	A
Unit Mold Mitigation	O
Shrubs, bushes, trees and plants in the Common Elements (at Association's discretion to maintain, repair, replace, or remove as the Board determines best)	A
Sprinkler System	A
Attic Insulation	O
All Utility and Appliance Vents Exclusively Serving One Unit, Wherever Located	O
Clubhouse & Pool facilities	A