

Hillcrest Manor Maintenance Responsibilities List

7/30/2020			
item #	Homeowner	Association	Maintenance Item
1	X		appliances
2		X	crawl space
3		X	crawl space door
4	X		doors
5	X		door bells
6		X	electrical outlets in hall
7		X	exterior building surfaces - brick, siding & trim
8	X		exterior doors
9	X		exterior door hardware
10		X	exterior front porch fixtures & lights
11	X		fans
12		X	foundation vents
13		X	front porch & steps
14	X		glass surfaces
15		X	gutters & downspouts
16		X	house & buildings numbers
17	X		hvac equipment, lines, connections
18	X		interior surfaces of all walls, ceilings & floors within unit (including mold)
19		X	mailboxes
20	X		meters (gas, electrical) excluding water
21		X	parking lots
22		X	roofs
23		X	settling of foundation walls
24		X	sewer lines - clean, repair and replacement of mainline
25	X		sewer lines - clean, repair and replacement of individual line within unit
26		X	shutters
27		X	sidewalks
28		X	space between floor and ceiling on stacked units
29	X		storm doors
30		X	streets and sidewalks (maintained by City of HP)
31	X		utility lines, fixtures and connections to provide gas, electric, phone, water, sewer, telephone, sewage and sanitary service
32	X		vent pipe cleaning
33		X	vent pipe repairs including covers
34	X		water lines from individual meter within unit
35		X	water lines from master meter up to entry into unit
36		X	water spigots
37	X		weatherstripping
item #	Homeowner	Association	Maintenance Item
38	X		window frames, panes and screens
39	X		Maintenance, repair or replacement of any items caused by the act of an owner, immediate family, guests or invitees. If such loss is covered by any insurance maintained by the HOA's insurance policy, then such proceeds of that insurance received shall be used to cover or offset the cost of the maintenance, repair or replacement except owner shall be required to pay the cost of the deductible.
40		X	Maintenance, repair and replacement of any item, which the owner is responsible for maintaining at their expense, is occasioned by any loss or damage covered by the HOA's insurance policy, then such proceeds of that insurance received shall be used to cover or offset the cost of the maintenance, repair or replacement except owner shall be required to pay the cost of the deductible.
41		X	Incidental damage done to any condo unit by virtue of work performed by the HOA