

Emerywood Forest Manor Homeowners Association

Maintenance Responsibilities List

#	Homeowner	Association	Item
1	X		Balconies, Decks, Patios, Sunrooms, & Enclosed Porches
2		X	Conduit, ducts, plumbing pipes, wiring in common area
3		X	Driveways, parking areas, and sidewalks
4	X		Exterior Steps
5	X		Electrical outlets on Patios/Front Porches (exterior)
6		X	Deck railing (repair damaged only)
7	X		Doorbells
8	X		Doors inside of unit
9		X	Exterior post lights
10		X	Exterior building surfaces
11	X		Exterior doors and hardware
12	X		Fixtures (interior to provide water, light, power, telephone into unit)
13	X		Fireplaces including dampers and equipment
14	X		Glass (storm doors and windows)
15		X	Gutters, downspouts
16	X		Heat, ventilation, and air conditioning equipment, lines, ducts
17	X		Heat, ventilation, and air conditioning overflow and condensation lines on A/C units
18	X		Locks on doors in units
19	X		Interior water damage
20	X		Mailbox slot
21		X	Main sewer and water lines in common area
22	X		Painting inside of unit
23	X		Plumbing leak inside the point of entry into a unit
24		X	Plumbing leak up to the point of entry to the unit
25		X	Retaining walls in common area
26		X	Roof replacement and repair from normal wear and tear
27	X		Roof replacement and repair to added decks, covered porches, and sunrooms
28	X		Sewer lines inside the point of entry into a unit
29		X	Sewer lines up to the point of entry into a unit
30		X	Snow/ice removal from drives & walks
31	X		Storm doors (must be full glass)
32		X	Storm water and ground water drainage system
33		X	Trees, shrubs, and grass in common area
34	X		Unit numbers
35	X		Vent pipe repairs from wall to dryer
36	X		Vent pipe dryer covers on exterior of building and cleaning dryer vent pipe
37	X		Windows
38		X	Window screens & screens for sliding glass doors
39	X		Maintenance, repairs, or replacement caused through the negligent act of an owner, her/his family guests, or invitees

*Any exterior changes/work (including painting) must be approved by Board prior to being done.