

## Briarwood Park Condominium Association Responsibility Matrix

### Responsibility For Maintenance, Repair and Replacement

This matrix is intended to be a reference only. See condominium documents for full description of responsibility and item listings. If this matrix differs from the Association documents, Association documents prevail.

ITEM	ASSOCIATION	CO-OWNER	COMMENTS
Air Conditioner		*	
Appliances		*	
Basement			
Carpet		*	
Cracks, Floor	*		Only if > than 1/4 inch wide and/or vertical displacement of >3/16 inch. Smaller if water present.
Finished Drywall, Electrical, Plumbing		*	All finished space in the basement is co-owner's responsibility.
Foundation/Wall	*		Structural failure and/or water seepage.
Humidifier/Dehumidifier		*	
Chimney			
Birds		*	
Cap/Screen		*	
Cleaning and Inspections		*	
Ducts, Vents		*	
Leaks	*		At roof flashing
Courtyard			Co-owner modifications require prior Association approval
Gate painting repair/replace,		*	
Snow Removal		*	Association does only path through courtyard to porch
Hardscape/landscape		*	
Critter Control Removal; chipmunks, rabbits, bats, raccoons, squirrels, mice, birds, bees, hornets, etc.		*	This applies to both exterior and interior of building
Exterior Damage Repair	*		Excludes Windows, Doorwalls and Doors
Decks		*	Co-owner modifications require prior Association approval
Staining		*	Association Approved Colors
All other repair		*	
Composite		*	Co-owner modifications require prior Association approval
Snow Removal		*	
Steps		*	Co-owner modifications require prior Association approval
Decks - all other		*	
Doors, Entrance Only		*	Co-owner modifications require prior Association approval
Broken Glass		*	
Lock Mechanism		*	
Frame & Door		*	Includes kick plate
Paint	*		During Painting Cycle.
Screens		*	
Storm Doors		*	Association Approved Colors, Style Requires Association Approval
Surface		*	
Outside		*	Association Approved Colors
Inside		*	
Threshold		*	
Weather Strip		*	

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Doors, Interior & Patio Doors/doorwalls		*	Style of Exterior Doors/Doorwalls requires Association Approval
Driveways		*	Co-owner modifications require Association approval
Snow	*		
Dryer Vents and Caps		*	
Repair/replacement		*	
Bird nest removal		*	
Electrical			
Bulbs - Inside		*	
Outside Garage		*	Includes address bulb
Street Lamps	*		
All Other		*	
Doorbell		*	
Fixtures:			
Lights - Exterior		*	Style Requires Association Approval
Interior		*	
Outlets and Switches		*	Inside and Outside
Electrical Supply:			
Transformer to Meter	*		
Meter to Breaker Box		*	
Inside to Breaker Box		*	Includes Breakers
Wiring and Breaker Box		*	
Fireplace			
Chimney Cap/Screen		*	
Damper Adjustment		*	
Flue Cleaning		*	
Gas Valves/Fixtures		*	
Glass Doors/Screens		*	
Surfaces		*	
Floors			
Coverings		*	Carpet, Hardwood, Tile, etc.
Squeaks		*	
Sub Floor	*		Except from leaking fixtures
Furnace		*	Includes ducts, flue, vent, etc., Humidifier, Dehumidifier & filter
Garage			
Automatic Opener		*	Includes all hardware and weather stripping
Garage Door		*	
Springs		*	
Cracks - Floor		*	
Walls - Inside		*	
Insects - Damage from Infestation		*	
Lawn and Grounds/Sprinkler System	*		Co-owner modifications require Association approval
Patio Doors		*	
Plumbing			
Drain		*	
Faucets and Fixtures		*	
Pipes Freeze Up		*	
Outside Hose Bib		*	
Sewer Stoppage:		*	
Blockage within unit		*	

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Blockage Outside unit	*		Below Basement Floor
Sewer & Plumbing:		*	
Repairs inside unit		*	
Repairs outside unit	*		Below Basement Floor
Sump Pump & Backup		*	
Shut Off Valve		*	
Porch Front		*	Co-owner modifications require Association approval
Railings		*	Maintenance
Concrete/ locking bricks		*	
Snow Removal	*		
Roof	*		
Gutters	*		Repair and Replace Same Design
Cleaning		*	
Walkways		*	Co-owner modifications require Association approval
Steps		*	Co-owner modifications require Association approval
Snow Removal	*		
Skylights		*	
Cleaning		*	
Television Cable		*	
Satellite Dishes/Antennas		*	Location requires Association approval
Walls			
Exterior/Perimeter/Trim	*		
Caulking	*		Only during Painting cycle, otherwise Co-owner responsibility
Painting of Buildings	*		
Interior/Perimeter		*	
Drywall Cracks		*	
Nail pops		*	
Paint/Wallpaper		*	
Structural Failure	*		
Surfaces		*	
Interior/Non-Perimeter		*	
Window Repair, Maintenance & Replacement, including Window Frame, Sill, Seals, Defective/Fog		*	Co-owner appearance modifications require Association approval
Caulking on Glass	*		Only during Painting cycle, otherwise Co-owner responsibility
Screens		*	
All other problems		*	
Water Heater		*	