

L.M.C.A.



LAUREL MANOR CONDOMINIUM ASSOCIATION

CARE AND MAINTENANCE RESPONSIBILITIES

This chart and the titles and headings used herein are not intended to describe or encompass every maintenance function or to delineate all respective responsibilities between the Unit Owners and the Association. The placement of responsibility under any specific column does not necessarily coincide with the actual ownership of the component. The appropriate sections of the Declaration determine ownership. In many cases, maintenance responsibility is allocated to the Association to ensure consistency, uniformity, and quality of repair, and to protect Community health and safety. Where such maintenance is required due to the negligent or wrongful act or omission of a Unit Owner (or his family, tenants, employees, agents, visitors, guests, or pets), the Association will perform the necessary maintenance at the sole expense of the Unit Owner.

ITEM DESCRIPTION	TYPE OF ITEM ¹	RESPONSIBILITY		
		ASSOC	OWNER	JOINT ²
Appliances	U		X	
Attic	LCE		X	
Basement (including leakage)	U		X	
Bulb Replacement	U		X	
Cabinets	U		X	
Cable Connection ³	U		X	
Curbs ⁵	GCE	X		
Driveways	LCE		X	
Clean (less snow removal) and maintain	LCE		X	
Repair and replace	LCE			X
Dryer/Utility Vents	U		X	
Electrical Systems ⁴				
Interior	U		X	
Exterior (one unit)	LCE		X	
Exterior (common)	GCE	X		
Exterior Doors, Frames, Hinges, and Locks				
Clean and maintain	LCE		X	
Repair and replace	LCE			X
Exterior Lights (Front Door and Post and Patio)				
Clean and maintain	LCE		X	
Repair and replace	LCE			X
Exterior Walls/Siding				
Clean and maintain	LCE			X
Repair and replace ⁵	GCE/LCE	X		
Extermination/Pest Control				
Interior	U		X	
Exterior (stinging and wood boring insects)	GCE/LCE	X		

ITEM DESCRIPTION	TYPE OF ITEM ¹	RESPONSIBILITY		
		ASSOC	OWNER	JOINT ²
Foundation ⁵	GCE	X		
Garage Doors and Openers	U		X	
HVAC	U		X	
Interior, Flooring, Walls, Ceiling, Doors, etc.	U		X	
Landscaping				
Mulching, Mulch Removal, Mowing	GCE/LCE	X		
Twice Yearly Weeding	LCE	X		
Plants in Mulch Areas Adjacent to Houses	LCE		X	
Trees Along Association Boundaries	LCE	X		
Fertilization/Weed Killer of Lawns	LCE	X		
Owner Additions				
Awnings	U		X	
Enclosed Porch/Sunroom Interior	LCE		X	
Enclosed Porch/Sunroom Exterior	LCE			X
Painting				
Interior	LCE		X	
Exterior ⁵	GCE/LCE	X		
Patios/Decks/Balconies				
Clean and maintain	LCE		X	
Repair and replace	LCE			X
Plumbing				
Interior	U		X	
Exterior	LCE			X
Privacy Fence ⁶				
Clean and maintain	LCE		X	
Repair and replace	LCE			X
Roofs, Downspouts, Gutters, and Ridge Vents ⁵	GCE	X		
Sewer Lines				
Interior (from main to house)	U		X	
Exterior (main line only)	GCE/LCE	X		
Sidewalks ⁵	GCE	X		
Snow Removal		X		
Storm Doors and Screens	LCE		X	
Streets ⁵	GCE	X		
Telephone Connections ³	U		X	
Water Heaters	U		X	
Windows				
Clean and maintain	LCE		X	
Replace Glass	LCE		X	
Walkways (less snow removal) and Stairs	LCE		X	
Window/Skylights Frames, Sills, and Tracks				
Clean, maintain, and replace	LCE		X	

1. U = Unit; LCE = Limited Common Element; GCE = General Common Element
2. The physical responsibility for the maintenance, repair and replacement of most Limited Common Elements is on the Association; however, the responsibility to pay for such maintenance, repair or replacement is on the Unit Owner(s) who benefit from the Limited

Common Elements and the Association may assess the cost therefore as an assessment against those Unit Owner(s). Often the Unit Owner(s) may desire to do the work and pay for it directly. This should be done only after first obtaining the consent of the Executive Board to ensure that the proposed work is done to acceptable standards and consistent with the community. Also, changing the structure or appearance (i.e., color, size, shape, etc.) of any external LCE requires prior approval from the Association.

3. These systems are solely the responsibility of the Unit Owner(s) regardless of whether they are in or outside the Unit.
4. To the extent the electrical system or other utilities are for Association property in general common areas, the Association is responsible. To the extent that the system or utility is for the benefit of Unit Owner(s), it is the Unit Owner(s) sole responsibility.
5. Part of Capital Reserve Fund.
6. End units are responsible for the outside privacy fence and 50% of the privacy fence share with an interior unit. Interior units are responsible for 50% of each shared privacy fence.