West Ridge Homes

Association / Unit Owner Maintenance Responsibility Guidelines

Unit Interior - General

Replacement of Light Bulbs	Unit Owner
Repair of Holes in Walls, Ceilings, Cabinets and Floors	Unit Owner
Repair/Replacement of Appliances (including installation and venting)	Unit Owner
Repair/Replacement of Bath and Kitchen Power Vents	Unit Owner
Repair/Replacement of all Cabinets and Countertops	Unit Owner
Repair/Replacement of all Sinks, Faucets, and Toilets	Unit Owner
Repair/Replacement of Electrical System	Unit Owner
Cleaning, Repair or Replacement of Floor Coverings	Unit Owner
Repair/Replacement of Furnace (including installation/maintenance)	Unit Owner
Replacement of Furnace Filter	Unit Owner
Repair/Replacement of Air Conditioning Unit (including installation/maintenance)	Unit Owner
Replacement of Air Conditioning Unit Freon	Unit Owner
Repair/Replacement of Humidifier (including installation/maintenance)	Unit Owner
Replacement of Humidifier Filter	Unit Owner
Repair/Replacement of all Lighting Fixtures	Unit Owner
Repair/Replacement of Sump Pump (including plumbing costs/maintenance)	Unit Owner
Repair/Replacement of Water Heater (including installation/maintenance)	Unit Owner
Repair/Replacement of Water Softener (including installation/maintenance)	Unit Owner
Replacement of Water Softener Salt	Unit Owner
Repair/Replacement of Solar Tubes	Unit Owner
Repair/Replacement of Garbage Disposal	Unit Owner
Repair/Replacement of Interior Window Frames	Unit Owner
Repair/Replacement of Interior Doors (including trim)	Unit Owner
Interior Wiring for Telephone	Unit Owner
Interior Wiring for Cable or Satellite Television	Unit Owner
Interior Wiring for Internet	Unit Owner
Interior Water Supply and Plumbing (from gate valve into unit)	Unit Owner
Sewer Main from Lower Level Floor Drain Up	Unit Owner
Foundation Structural Crack	Unit Owner/Cluster
Foundation Water Proofing	Unit Owner/Cluster
Insulation of Walls and Ceiling	Unit Owner
Foundation Exposed Batt Insulation	Unit Owner
Inside Water Damage due to Roof or Exterior Windows	Unit Owner/Cluster
All other Interior Items not Specifically Listed	Unit Owner

Unit Interior - Painting, Staining, and Sealing

Walls and Woodwork	Unit Owner
Interior Doors and Door Frames	Unit Owner
Garage Interior	Unit Owner
Caulking and Weather Sealing	Unit Owner

Unit Interior - Windows and Doors

Glass and Screening	Unit Owner
Cleaning, Repair and/or Replacement	Unit Owner

Unit Exterior - General

Repair/Replacement of Roof, Soffit Vents and Gutters	Unit Owner/Cluster
Gutter and Sump Pump Extensions	Unit Owner/Cluster
Gutter Cleaning	Unit Owner/Cluster

Siding/Exterior Cleaning.....Unit Owner/Cluster
Window Washing ..... Unit Owner
Mailbox Maintenance, Repair, and Replacement .....Unit Owner/Association
Exterior Lighting and Bulb Replacement ..... Unit Owner
Water Supply and Plumbing (from gate valve to street) .....Cluster
Sewer Main (from lower level floor drain to street) .....Unit Owner/Cluster
Repair/Replacement of Concrete or Asphalt Driveway and Front Sidewalk .....Unit Owner/Cluster
Repair/Replacement of Basic Concrete Patio .....Unit Owner/Cluster
Repair of Concrete Garage Sidewalk .....Unit Owner/Cluster
Replacement of Concrete Garage Sidewalk .....Unit Owner/Cluster
Exterior Telephone, Cable TV, Internet, and Utility Wiring .....Unit Owner/Cluster
Exterior Satellite Dish and Wiring ..... Unit Owner
Flag Poles ..... Unit Owner
Roof Heating Coils ..... Unit Owner
Sun-setter Awnings (or similar) ..... Unit Owner
Front Stoop Railings .....Unit Owner/Cluster
Other Custom (owner installed) Additions Not Specifically Listed ..... Unit Owner

Unit Exterior - Landscaping
Lawn Mowing and Trimming ..... Association
Custom/Upgraded Landscaping and Stone ..... Unit Owner
Plantings, weeding, ground cover within 3 ft of unit..... Unit Owner
Front Shrub/Tree Trimming ..... Association
Weeding and Fertilizing (lawns / common area) ..... Association
Weeding and Fertilizing (unit front / side to extent of bushes/side garage door)..... Association
Weeding and Fertilizing (owner installed limited common area plantings) ..... Unit Owner
Side of Garage Shrub Trimming (to extent of bushes/side door)..... Association
Custom Trees and Shrubs (owner installed) ..... Unit Owner
Leaf Raking/Leaf Removal (on lawn area) ..... Association
Leaf Raking/Leaf Removal (on deck/patio) ..... Unit Owner
Watering of Lawn, Shrubs, and Bushes ..... Unit Owner

Unit Exterior - Snow Removal
Snow Removal (less than contracted amount) ..... .Unit Owner
Driveway, Front Sidewalk, Front Entrance Area, and Stairs ..... .Association
Rear Patio ..... Unit Owner
Rear Wooden Deck ..... .Unit Owner
Roof Raking ..... .Unit Owner
Ice on Westridge Dr..... .Association
Ice on Driveway, Front Sidewalk, and Front Entrance Area ....Association
Salting personal sidewalks from driveway to entrances.....Unit owner

Unit Exterior - Patio/Decks/Balconies
Repair/Replacement of Patio (basic) ..... . Unit Owner
Repair/Replacement of Deck (basic) ..... .Unit Owner
Repair/Replacement of Balcony floor, railing, structure ..... .Unit Owner
Repair/Replacement of Privacy Fences..... .Unit Owner
Repair/Replacement of Extended Patio.....Unit Owner
Repair/Replacement of Deck Steps.....Unit Owner

Unit Exterior - Painting, Staining, and Sealing
Front Entrance Door and Frame .....Unit Owner

Front Sidelight Window and Frame ..... Unit Owner
Storm Doors and Screens ..... Unit Owner
Garage Side Entry Door, Door Frame, and Window ..... Unit Owner
Walls and Siding ..... Unit Owner
Caulking around Doors and Windows .....Unit Owner
Rear Wooden Deck and Dividing Wall ..... Unit Owner

Unit Exterior - Windows and Doors

Repair/Replacement of Entrance Door ..... Unit Owner
Repair/Replacement of Exterior Window frame ..... Unit Owner
Repair/Replacement of Exterior Window Casement Trim Stop (interior) ..... Unit Owner
Repair/Replacement of Exterior Window Casement Sash (includes glass) ..... Unit Owner
Repair/Replacement of Exterior Window Locking Mechanism ..... Unit Owner
Repair/Replacement of Front Entrance Door (Custom, Owner Installed) ..... Unit Owner
Repair/Replacement of Entrance Side Light Unit Owner.....Unit Owner/Cluster
Repair/Replacement of Entrance Storm Door and Handle ..... Unit Owner
Repair/Replacement of Side Garage Door (includes glass) ..... .Association
Repair/Replacement of Garage Storm Door and Handle ..... .Unit Owner
Repair/Replacement of Sliding Deck/Patio Door.....Unit Owner
Repair/Replacement of Sliding Screen Door ..... Unit Owner
Repair/Replacement of Overhead Garage Door (excluding weather stripping) ..... Unit Owner
Replacement of Overhead Garage Door Springs ..... Unit Owner
Repair/Replacement of Overhead Garage Door Opener and Controls ..... Unit Owner
Repair/Replacement of Weather Stripping and Weather Seals .....Unit Owner

Pests

Unwanted intrusion of pests (including, but not limited to insects, rodents, birds, squirrels, reptiles) to the unit interior or exterior ..... Unit Owner/Cluster

NOTES

- Unit Owner is responsible if damage was caused by negligence or malicious action(s) of unit owner, unit owner's representative, guest, or occupant.
- Any work to be performed by the Association which, pursuant to the Declaration as chargeable to the Unit Owner, will be so charged.
- No structural alterations may be made by the unit owner/occupant even in the course of performing the unit owner/occupant responsibilities herein outlined, without the express permission of the Board of Directors.
- Promptly report the need for repairs to the Board of Directors.
- If in doubt as to whose responsibility it is to see to a specific repair or type of maintenance, notify the Board of Directors prior to beginning any repair or maintenance activity

This guideline is advisory only. Where a conflict exists between the provisions of this guideline then those of the Declaration, the By-Laws or the Rules & Regulations takes precedence.