

LIBERTY SQUARE CONDOMINIUM ASSOCIATION
ATTACHMENT 1 - RESPONSIBILITY LIST

The following is a list of the unit owner and Association's maintenance, repair and replacement responsibilities. Basically, each member is responsible for maintaining their unit and the property owned or assigned to them. The Association is responsible for maintaining the common ground and the exterior of the buildings. The membership and the Association share jointly in maintaining the limited common elements, which are assigned to individual owners.

Maintenance functions include keeping items neat, clean and in their original condition. For decks, this would include applying wood sealers. Repairs are defined as the physical activity to fix a damaged or broken item. A replacement would be the structural repair or complete replacement of an item. If you have any questions concerning your responsibilities, please contact the Association or the management company, Continental Property Management, Inc.

	<u>HOMEOWNER</u>	<u>ASSOCIATION</u>
<u>UNIT OWNER PROPERTY</u>		
<u>A/C Units/Related Wires & Pines</u>		
Maintenance, Repairs, Reolacement, Pad under Unit	X	
<u>Alarm Systems(Private Units)</u>		
Maintenance, Repairs & Replacement	X	
<u>Appliances/Hot Water Heater</u>		
Maintenance, Reoairs & Reolacement	X	
<u>Basements</u>		
Water Seenage	X	
Sumo Pumos/(Maintenance, Repairs & Reolacement)	X	
<u>Chimne", Fireplace</u>		
Repairs, Cleaning, Caps and Animal Removal	X	
Flashing Leaks		X
<u>Dryer Vents</u>		
Cleaninn, Repairs & Reolacement	X	
<u>Doors (Entrance) & Frames</u>		
Painting Outside (on scheduled basis)		X
Painting Inside, Locks & Hardware	X	
Maintenance, Repairs	X	
Replacement	xi	
<u>Doors fSlidinng & Storm\</u>		
Maintenance, Repairs	X	
Reolacement	xi	
<u>House Numbers</u>	xi	

	HOMEOWNER	ASSOCIATION
UNIT OWNER PROPERTY (cont'd)		
Lights/Entrance		
Maintenance, Repairs, Bulbs	X	
Replacement	X'	
Roof Attic Fans		
Leaks, Maintenance, Repairs and Replacement	X	
Sewer Line (Private)		
Cleaning, Repairs and Replacement of Unit Line	X	
Shrubbery Inside Enclosed Area	X	
Skylights		
Flashina Leaks		X
Repairs, Replacement and Cleanina	X	
Water Pioes/Soiaot		
Maintenance, Repairs. and RePlacemant	X	
Windows & Frames		
Glass Replacement and Frame Repairs	X	
Flashina Leaks. Re-caulking		X
Paintina (w/Association approved color)		X
Unit Replacement	X'	
Windows (Octaaonan)		
Trim - Replacement & Paintina (outside)		X
Glass - Replacement	X	
LIMITED COMMON ELEMENTS		
Balconies		
Snow Removal, Neat/Clean	X	
Paintina /w/Association a□□roved color)	X	
RePairs. Maintenance	X	
Structural Repairs, RePlacemant	X'	
Decks		
Snow Removal, Neat/Clean	X	
Waterproofinq (w/Association a□□roved color)	X	
RePairs. Maintenance	X	
Structural Repairs. RePlacemant	X'	
Exterminating		
Inside Home, Outside Attached to Deck/Balcony	X	
Outside Attached to Building, Common Ground		X
Patios/Porches/Railings/Privacy Fences		
Maintenance. RePairs. and RePlacemant	X'	

	HOMEOWNER	ASSOCIATION
UNIT OWNER PROPERTY (cont'd)		
Roof Sewer Vent Pipe		
Flashing Leaks		X
Reolacement	X	
ASSOCIATION PROPERTY - BUILDING*		
Alarm Systems (Common Areas)		
Maintenance, Reoairs. and Reolacement		X
Common Stairways		
Maintenance, Reoairs. and Reolacement		X
Gutters, Downspouts and Splash Blocks		
Cleaning, Repairs and Reolacement		X
*Condominium Buildinga Only		
Roofs		
Roof Leaks. Reoair and Maintenance		X
Entire Roof Reolacement		X
Siding, Trim & Soffits		
Maintenance, Reoairs, and Reolacement		X
Unit Structure		
Foundation Slabs		X
ASSOCIATION PROPERTY - GROUNDS		
Common Roads. Parking Areas & Curbs		
Reoairs, Maintenance and Snow Removal		X
Entrance Sianage		
Maintenance, Repairs and Reolacement		X
Fences in Common Area		
Maintenance, Reoairs & Reolacement		X
Lamp Posts/Site Li<1htina		
Paintinq, Maintenance, Repairs and Replacement		X
Retainina Walls		
Maintenance. Reoairs and Reolacement		X
Sewer Lines		
Repairs of Common Main Line		X
Replacement of Common Main Line		X
Lawn Vent Cap Replacement	X	

	HOMEOWNER	ASSOCIATION
ASSOCIATION PROPERTY - GROUNDS		
Sidewalks (Common)		
Snow Removal, Repairs and Reolacement		X
Street Signage		
Maintenance, Repairs, and Reolacement		X
	HOMEOWNER	ASSOCIATION
ASSOCIATION PROPERTY - LANDSCAPING		
Detention Basins/Swales		
Mowin <input type="checkbox"/> Maintenance		X
Lawn Maintenance		
Mowing, Chemical Applications, Reseeding, Leaf Removal		X
Trees & Shrubbery Beds		
Mulching, Weeding, Leaf Removal, Chemical Application		X
Trees & Shrubbery		
Spraying/Fertilization, Trimmin <input type="checkbox"/> and Reolacement		X
ASSOCIATION PROPERTY - RECREATIONAL		
Clubhouse		X
Swimming Pool & Fence		X
OTHER		
Fire Hydrants		
Maintenance	TOWNSHIP	
Mailbox		
Individual Boxes, Locks and Keys	U.S. POST OFFICE	

X¹: Association architectural approval required previous to replacement.

X: Condominium building only.