

# Sawmill Homeowners Association Maintenance Responsibilities Guidelines

O= Owner    A= Association

<b>Air Conditioner</b>	O
<b>Attic</b>	
Insulation	O
Firewall/Drywall	O
<b>Chimney Cap</b>	
Repair	A
Replace	A
<b>Chimney Flashing</b>	A
<b>Chimney Leaks</b>	
Exterior	A
Interior Repairs	O
<b>Chimney Flue</b>	
Cleaning	O
Repair	O
Replacement	O
<b>Chimney Masonry/Siding</b>	
Exterior Damage	A
Interior Damage	O
<b>Concrete Commons</b>	
Front Porch/Entry way	O
Back Patio	A
Sidewalks- Common Area	A
Driveways	O
Sidewalk to Unit	O
<b>Critter Control</b>	
Interior	O
Exterior- Common Areas	A
Damage to covered common property (e.g. Woodpecker Holes)	A
Exterior (Includes patio, porch, mulch bed and lawn area around unit)	O
<b>Doors</b>	
<b>Front Door</b>	
Repairs (Does not open/close)	A
Replacement	A
Paint	A
Door Knobs	O
Locks	O
Keys	O
Broken Glass	O
Normal wear and tear Maintenance	O
<b>Patio Door</b>	
Repairs (Does not open/close)	A
Replace	A
Broken Glass	O
Thermal Seal	A
Paint Exterior Trim	A
Washing	O
Track	A
Locks	A
Screen Door	A
<b>Storm Doors (Front Door)</b>	O
<b>Doorbells</b>	O
<b>Dryer Vent</b>	
Interior	O
Exterior Cap	A
Cleaning (Interior and Exterior)	O

<b>Electrical Outlets</b>	
Interior	O
Exterior	O
<b>Exterior Siding</b>	A
<b>Fencing</b>	
<b>Patio Divider Fence</b>	
Replacement	A
Repair	A
Staining	A
<b>Privacy Fence</b>	
Replacement	O
Repair	O
Staining	O
Interior Upkeep	O
<b>Foundation (Including Basements)</b>	O
<b>Furnace</b>	O
<b>Gable Vents</b>	A
<b>Garage Doors</b>	
Assembly	O
Repair/Replace	O
Damaged	O
Paint	A
<b>Garage Floor</b>	O
<b>Gutters &amp; Downspouts</b>	A
<b>Interior Damage/Repair</b>	O
<b>Interior Slab</b>	O
<b>Landscaping</b>	
Annual Maintenance	A
Homeowners Plantings	O
Insecticide	A
Ivy	O
Ivy Damage to Exterior	O
Mowing/Fertilizing	A
Mulching	A
Shrub Pruning	A
Shrub Replacement	A
Weeding	O
<b>Light Fixtures (Outdoor)</b>	
Fixture replacement	A
Bulb Replacement	O
<b>Mailboxes</b>	
Keys	Post Office
Maintenance	Post Office
Replacement	Post Office
<b>Exterior Painting</b>	A
<b>Patio Decking/Paver</b>	O

<b>Plumbing</b>	
Inside Unit	O
Outside Unit	O
Hose/Spigot/Apron	O
<b>Water Supply</b>	
Unit Meter	City Utilities
To Meter	City Utilities
Meter to Inside	O
<b>Powerwashing</b>	O
<b>Roofing</b>	
Vent Pipes	A
Roof Vents	A
<b>Sewer Stoppage</b>	
Inside Blockage	O
Outside Blockage	O
<b>Skylights</b>	
Leaking- Exterior	A
Leaking- Interior Repairs	O
Replacement	A
<b>Sump Pump</b>	
Discharge/Drain Tile	O
<b>Smoke Detectors</b>	O
<b>Snow Removal (Done at 3 inches)</b>	
Streets	A
Driveways	A
Parking Areas	A
Sidewalks- Common Areas	A
Sidewalks to Unit	O
Front Porch	O
<b>Windows</b>	
Broken Glass	O
Replacement	A
Exterior Trim	A
Screens	A
Strings	A
Thermal Seal	A
Washing	O

Updated March 2022