

**BRIGHTON AT BAY COLONY CONDOMINIUM ASSOCIATION  
RESPONSIBILITY CHART**

ITEM	OWNERSHIP CLASSIFICATION	MAINTENANCE RESPONSIBILITIES
1. Heating & Air Conditioning	Unit	The unit owner is responsible for maintenance, repair and replacement of any and all HVAC equipment whether located inside or outside the unit. The Association replaces filters semi-annually.
2. Plumbing	Unit	The unit owner is responsible for maintaining the plumbing system for the unit. The Association maintains the common plumbing.
3. Windows	Unit	The Association is responsible for the maintenance, repair and replacement of all code compliant hurricane windows.
4. Sliding Glass Doors	Unit	The unit owner is responsible for the maintenance, repair and replacement of all sliding glass doors, frames, rollers, hardware and screens. Owner must use approved products and receive prior approval from Board of Directors prior to replacing any doors.
5. Entry Door	Common Element Unit	The Association is responsible for painting the exterior of the entry door. The unit owner is responsible for maintenance, repair and replacement of entry doors. Owner must use approved products and receive prior approval from Board of Directors prior to replacing entry door.
6. Glass Balcony Railings	Limited Common Element	The Association is responsible for the maintenance, repair and replacement of glass balcony railings. The Association cleans glass railing panels five times per year.
7. Balconies	Limited Common Element	The Association is responsible for maintenance, repair or replacement of related limited common elements.
8. Lighting & Light Fixtures	Limited Common Element	The Association is responsible for maintaining exterior lights and fixtures. However, the unit owner is responsible for any light outside of the unit that is controlled by a switch inside the unit.
9. Roof	Common Element	The Association is responsible for all roof repairs. Any required sheet rock repairs to the interior of the units as a result of roof damage shall be paid for by the Association.
10. Pest Control	Unit	The Association is responsible for pest control in the common areas and within the unit.

11. Leaks & Leak Repairs	Unit	The unit owner is responsible for repairs to all plumbing specific to the unit. If a leak in the unit owner's plumbing causes damage to any other unit, the unit owner suffering damages is responsible for the repairs.
12. Utilities	Unit	The hook up, maintenance and repairs of internal installations of the unit shall be at the owner's expense. Water, sewer, video, and internet are paid for by the Association.
13. Parking Spaces	Limited Common Element	The Association shall be responsible for the maintenance, repair and replacement of the parking areas.
14. Landscaping	Common Element	The Association shall be responsible for the upkeep and replacement of all landscaping within the community.
15. Guest Suites	Common Element	The Association shall be responsible for the maintenance, repair and replacement of the guest suites.
16. Storage Lockers	Limited Common Element	The Association shall be responsible for the maintenance and repair of the exterior of the storage locker. The unit owner is responsible for the maintenance and repair of the interior of the storage locker assigned to the unit. No items that may be hazardous or in way may negatively affect other storage room, units, or common areas may be kept in the storage room.
17. Architectural Review Guidelines		The unit owner is not to paint or otherwise decorate or change the appearance of any portion of the exterior of the condominium building or grounds without prior Board approval.
18. Miscellaneous	Common Elements	The Association shall maintain all common elements including but not limited to roofs, pool, spa, exterior paint, paving, etc. Any damage to the common elements resulting from the negligence of an owner, guests of an owner or any individual employed by an owner will be the responsibility of that owner.