

**Arbor Place Condominium Association  
Maintenance Matrix**

ITEM	ASSN	CO-OWNER	COMMENTS
<b>Address Signs</b>			
Light Bulbs		X	
Sign Unit		X	
Wiring		X	
<b>Air Conditioners</b>			
Compressor		X	
Fan		X	
<b>Awnings</b>		X	
<b>Basement</b>			
Cracks		X	
Drainage		X	
Leaks		X	
Sump Pumps		X	
<b>Carbon Monoxide Detector</b>		X	
<b>Decks</b>			
Repair/Replacement		X	
Decoration/Maintenance		X	
<b>Doorwalls</b>			
Frame/Exterior		X	
Glass		X	
Handles & Locksets		X	
Screens		X	
Seal		X	
<b>Driveways</b>		X	
<b>Electrical</b>			
Circuit Breakers		X	
Circuits		X	
<b>Electrical (continued)</b>			
Doorbells		X	
Exterior Light Bulbs		X	
Exterior Outlets		X	
Exterior Fixtures		X	
Interior Outlets		X	
Switches & Plugs		X	
<b>Exterior Doors</b>			
Door Knob/Locks		X	
Jams		X	
Outside Surface		X	
Painting/Exterior		X	
Storm Door		X	
Threshold		X	
Weather Stripping		X	

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ITEM	ASSN	CO-OWNER	COMMENTS
<b>Extermination</b>			
of insects		X	
of rodents		X	
<b>Fire Alarm System</b>		X	
<b>Furnace</b>		X	
<b>Garages</b>			
Doors		X	
Floors		X	
Light Bulbs, Exterior		X	
Light Fixtures, Exterior		X	
Openers		X	
Springs		X	
<b>Gutters, Downspouts &amp; Splash blocks</b>		X	
<b>Landscaping</b>			
General Commons	X		
Limited Commons		X	
Next to Garages		X	Advance approval required by Board
Next to Patios/Decks		X	
Private Areas		X	
<b>Leaks</b>			
Basement		X	
Gutters		X	
Roof		X	
<b>Mailboxes &amp; Posts</b>			
Maintenance		X	
<b>Painting/Staining</b>			
Exterior Surfaces		X	
Entry Doors		X	
Garage Doors		X	
<b>Patios</b>			
Fences		X	
Standard (privacy)		X	
Additional (enclosures)		X	
Landscaping		X	
General Commons	X		
Limited Commons		X	
Next to Garages		X	
Next to Patios/Decks		X	
Private Areas		X	
Light Bulbs		X	
Light Fixtures		X	
Snow Removal		X	
Structure		X	

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ITEM	ASSN	CO-OWNER	COMMENTS
<b>Plumbing</b>			
Disposal		X	
Drain Clogging/Interior		X	
Leaks-Faucet/Interior		X	
Malfunction-Fixture		X	
Malfunction-Pipe		X	
Outside Spigot		X	
Pipe Noise		X	
Sewer Backup		X	
Toilet		X	
Toilet Wax Ring		X	
Underground Pipes	X		
Water Meter		X	
<b>Porches</b>			
Carpet		X	
Light Bulbs		X	
Light Fixture		X	
Railing		X	
Repair		X	
Snow Removal	X		
<b>Roofs</b>		X	
<b>Sidewalks</b>		X	
Repairing		X	
Snow Removal	X		
<b>Smoke Detector</b>		X	
<b>Snow Removal</b>			
From Decks		X	
From Driveways	X		
From Patios		X	
From Porches		X	
From Roadways	X		
From Sidewalks	X		
<b>Sprinkler System (Lawn)</b>			
Installation	X		
Maintenance	X		
Water Bill	X		
<b>Sump Pumps</b>		X	
<b>Television Reception Equipment</b>			
Amplifiers		X	
Antennas		X	
Wiring		X	
<b>Vents</b>			
Bathroom		X	
Clothes Dryer, Exterior		X	
Roof		X	
Stove Hood		X	

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ITEM	ASSN	CO-OWNER	COMMENTS
<b>Walls-Interior</b>			
Cracks/Settling/Popping		X	
Drywall Repair		X	
Leak Damage		X	
Resident Abuse		X	
Structural Separation		X	
<b>Water Heater</b>		X	
<b>Window Grates/Muntins/Grids</b>		X	
<b>Windows</b>			
Balancing Mechanisms		X	
Caulking		X	
Frame/Exterior		X	
Glass		X	
Lock & Handle		X	
Screens/Storms		X	
Seal		X	
Shutters		X	
Sills/Interior		X	
Skylights		X	
Sticking/Won't Open		X	
Weather Stripping		X	
<b>Window Wells</b>		X	