

Villas at Northville Hills - MAINTENANCE MATRIX

ITEM	ASSOCIATION	CO-OWNER	COMMENTS
Air Conditioner		X	
coil		X	
compressor		X	
fan		X	
concrete/Fiberglass pad	X		
Alarm Systems		X	
Animals Removal from Unit	?		
Appliances			
dishwasher		X	
microwave		X	
refrigerator		X	
stove		X	
vent covers		X	
washer/dryer		X	
repairs		N/A	
Basements			Toll Warranty
drainage	X		Warranty - Contact Toll
rod holes	X		Warranty - Contact Toll
wall crack (leaking)	X		Warranty - Contact Toll
window		X	Frame is Assoc./Glass is owner
Cable TV		X	
Cabinets & Shelves		X	
kitchen		X	
bathroom		X	
utility room		X	
Carpeting & Trim		X	
Chimney			
birds	X		
cap cracks	X		
flue cracks		X	
leaks	X		
Clubhouse	X		
Deck			
light fixture	X		Co-owner resp. if new lights installed
maintenance		X	
screens		X	
snow removal		X	
steps		X	
structure		X	
Doors (Exterior)			
caulking	X		
frame	X		
glass		X	Master Deed (Page 9)
inside surface		X	
knobs/lock mechanism		X	
lockouts		X	
outside surface/painting	X		
storm door		X	
threshold (cement)	X		
weatherstrip		X	
Villas at Northville Hills - MAINTENANCE MATRIX (CONTINUED)			
Doors (Interior)			
frame		X	
knobs/lock mechanism		X	

surface		X	
threshold		X	
Doorwall		X	Frame & glass portions
Driveways			
repairs	X		
snow removal	X		
Electrical			
bulbs		X	
circuit breakers/service panel		X	
doorbells		X	Wiring Assn, up to connection
exterior outlets		X	Master Deed (Page 9)
fixtures (exterior)	X		Co-owner resp. if new lights installed
fixtures (interior)		X	
receptacles/switches		X	
security lights	X		Unless installed by Co-owner
Wiring	X		Up to connection to outlet/fixture
Elevator			
passenger		X	One unit has elevator
freight		N/A	
dun-waiter		N/A	
Fences			
patio fences		X	
other co-owner fences		X	
Fireplace Combustion Chamber		X	
Floors			
coverings		X	
ceramic		X	
vinyl		X	
wood		X	
subfloor	X		
trim		X	
Furnace			
duct work		X	
fan/blower		X	
filter		X	
humidifier		X	
thermostat		X	
Garages			
door	X		Door & Hinges only
door opener		X	
floors		X	
light bulbs		x	
light fixture	X		Co-owner resp. if new lights installed
lock		X	
springs		X	
surface (interior)		X	
track		X	
weatherstrip	X		
Villas at Northville Hills - MAINTENANCE MATRIX (CONTINUED)			
walls		X	Master Deed (Page 9)
weatherstrip	X		
Gas Line			
furnace		X	
fireplace		X	
dryer		X	
stove/oven		X	

Insect Infestation	X		Co-owner calls Eradico
Insulation (Attic)	X		
Intercom System	N/A		
Lawn & Grounds			
common areas	X		
entrances	X		
tree & shrub trimming	X		
Mailboxes			
repair	X		
Patios			
downspouts (buried)	X		Unless Co-owner modification
lights	X		Co-owner resp. if new lights installed
light bulbs		X	
repairs		X	
replacement		X	
snow removal		X	
steps		X	
Plumbing			
disposal		X	
drain clogging		X	Individual drain lines
at trap		X	
connection		X	
leaks			
faucet		X	
fixture		X	
walls	X	X	Assn. is up to connection to fixture
malfunction			
fixture		X	
pipe	X	X	Assn. is up to connection to fixture
outside faucet	X		
sewer backup	X	X	Assn. is up to entry to Unit only
sewer backup damage		X	
shut-off valves		X	
sump pump		X	Master Deed (Page 8)
toilet		X	Including wax ring
underground pipes	X		
water extraction (sewer)		X	
water extraction (sump pump)		X	
water heater		X	
water meter/bills	X		
water softener discharge lines		X	
Pool	X		
Porch (Front)			
light bulbs		X	
Villas at Northville Hills - MAINTENANCE MATRIX (CONTINUED)			
light fixture	X		Co-owner resp. if new lights installed
maintenance		X	
screens		X	
railing		X	
repairs		X	
replacement		X	
snow removal	X		
steps	X		
Roads	X		
Roof & Gutters	X		
downspouts	X		

leaks	X		
siding	X		
Sidewalks			
repairs	X		
snow removal	X		
Smoke Detectors		X	
Sprinkler System	X		
Stairways		X	
Telephone		X	
jacks		X	
wiring		X	
exterior		X	
interior		X	
Vents			
bathroom vents		X	
dryer vent		X	
kitchen vent		X	
roof vents	X		
vent cleaning		X	
vent covers	X		
Walkouts - Basement			
concrete walls		X	
debris removal		X	
door (exterior)			See Doors (exterior)
drain & cleanout		X	
floors & stairs		X	
handrails & wrought iron rails		X	
maintenance & painting		X	
Walls			
exterior	X		
caulking	X		
painting	X		
interior	X		
cracks		X	
damage		X	Other than leak damage or need of access
leaks	X		
nailpops		X	
surface/painting		X	
seam breaks		X	
structural failure	X		
Villas at Northville Hills - MAINTENANCE MATRIX (CONTINUED)			
Windows			
broken glass		X	
caulking:			
exterior	X		
interior		X	
handles & locks		X	
frame	X		
screens		X	
seal failure		X	
sills:			
exterior	X		
interior		X	
weatherstripping		X	