

Snowden Overlook Villas II – Owner and Association Responsibilities

Below is a summary of responsibilities for Snowden Overlook Villas 2 Association and Villas 2 Owners, based on Article XIII, Sections 1 and 2 of the Villas II Bylaws. This listing is by way of example but not limited to the listed items.

Please keep in mind that unit owners OWN their front, rear, and side yards (for end units) as shown on the land plats you should have received at settlement. While owners are responsible for their unit's front yard tree, Villas II Association has taken on responsibility for maintenance of trees and bushes in back and side yards. All trees are subject to landscape approval by Villas II, SOCA and Long Reach.

I. Villas II Association Responsibilities

1. Hire the management company.
2. Contract for building insurance, Board liability and fidelity insurance.
3. Contract for snow removal from road, sidewalks, driveways, front lead walks and stoops.
4. Contract for landscaping/maintenance and mowing of common areas and individual unit lawns.
5. Contract for gutter cleaning.
6. Contract for painting of exterior surfaces, excluding front doors, and window caulking.
7. Contract for maintenance/repair/replacement of roads, curbs, storm drains, sidewalks, common areas, roofs, exterior walls/trim, siding, gutters and downspouts.
8. Repair bird, squirrel or other animal/insect damage to the outside of the buildings. (*See item II.15 below for owner responsibilities*)
9. Set and enforce parking, landscaping, architectural and other Association rules and guidelines.
10. Manage trees and bushes in side and rear yards.
11. Establish fines or penalties for non-compliance with condo or homeowner association rules.

II. Summary of Owner Responsibilities (examples, but not limited to) :

1. Responsible for payment of Association insurance deductible of \$10,000 if insurable loss starts or is limited to your unit. When a homeowner's insurance claim looks like it will exceed the homeowner's \$10,000 deductible, the homeowner must notify the Association's property manager before work is done so the claim can be coordinated with the Association's master insurance policy. Failure to do so can result in a denial of the claim. Association insurance does not cover owner improvements from the original unit construction. It is recommended you have coverage for owner improvements, contents, and liability insurance. Consult with an insurance professional for recommended coverage
2. Maintenance and repair of heating/AC, hot water heaters, sump pumps, smoke detectors, sprinkler systems, back flow valves, fixtures, appliances, fireplaces, and other items inside a unit. Use of water leak detectors/sensors is strongly recommended for hot water heaters, sump pumps, washing machines, and other potential sources of water leaks.
3. Maintenance, repair and cleaning of chutes, flues, and ducts serving one unit. Particularly dryer vents which may become a fire hazard.
4. Sealing of plumbing, electrical, HVAC, and gas lines into the unit. Maintenance/repair of utilities on your property (i.e., under your yard) and from the meter to your unit.
5. Painting outside gas pipes if rusted.

6. Maintenance and repair of exterior lighting fixtures, including the lamp post in your front yard, and keeping the lamp post bulbs lit at night. Approved models of light fixtures are listed on the Villas II web page - <https://www.snowdenoverlook.com/boards/villas-2/>
7. Maintenance and replacement of windows, exterior doors (front, back, sliding, garage and garage door openers) and frames. Painting of the front door. Changing the door paint color requires approval from the Association. Door paint colors are listed on the Villas II web page.
8. Window and door caulking if needed prior to the Villas 2 Association maintenance schedule.
9. Cleaning of siding, fences, patios, decks, rear stairwells, and gutter and down spout exteriors.
10. Maintenance/repair/replacement of decks, patios, privacy fences, lead walks, driveways, and railings.
11. Painting of rear stairwell wrought iron railing if needed prior to Villas 2 maintenance schedule.
12. Maintenance/replacement of any owner additions such as storm doors, sky lights, solar tubes, solar panels, etc. Maintenance and repair of any owner installations that penetrate the roof, siding, or foundation. Any of these would require Villas 2 approval.
13. Maintenance of front flower beds, including bushes and tree in the front bed. The Association may provide services such as mulching of front beds and limited pruning of shrubs.
14. Plants/trees should be properly trimmed and not touching the exterior of the unit to avoid staining, damage, and mildew on exterior surfaces of the unit. Bushes or trees should not cover your house number.
15. Bird, squirrel or other animal/insect damage to the outside of the building will be fixed by the Association, but the extermination/elimination of the pests is the owner's responsibility, and must be dealt with immediately. Termite damage is the responsibility of the Owner. Regular termite inspections should be performed.
16. Repair of your lawn. Repairing erosion problems on your property.
17. Picking up after your dog from your own lawn area as well as picking up after your dog when off your property. Please remember that front and rear yards of units are private property and your dog should not be allowed on another unit's property.
18. Shut off main water supply (not the fire sprinkler system) if unit is unoccupied for more than 5 days.
19. Maintain interior temperature of at least 62 degrees in the winter time. Shut off exterior water supply lines in the winter and disconnect hoses.
20. Make your visitors aware of the Association regulations.

NOTES:

- * *Note 1* – If the exterior of the unit is damaged due to owner negligence and not repaired by the owner after notification, the damage will be fixed by the Association and billed to the owner.
- * *Note 2* – If appropriate exterior maintenance is not performed by the owner after notification, the maintenance or repair may be performed by the Association and billed to the owner.
- * *Note 3* – The Board suggests that owners water the grass and trees adjacent to their property during periods of extended dry/hot periods. The Association does not have to replace all trees that die. They will be replaced on a case-by-case basis based on recommendations to the Board from the Architectural and Landscaping committee.