

SOCIETY PLACE CONDOMINIUM ASSOCIATION
RESPONSIBILITY LIST

The following is a list of the unit owner and Association's maintenance, repair and replacement responsibilities. Basically, each member is responsible for maintaining their unit and the property owned or assigned to them. The Association is responsible for maintaining the common ground and the exterior of the buildings. The membership and the Association share jointly in maintaining the limited common elements, which are assigned to individual owners.

Maintenance functions include keeping items neat, clean and in their original condition. For balconies, this would include applying wood sealers. **Repairs** are defined as the physical activity to fix a damaged or broken item. **Replacement** would be the structural repair or complete replacement of an item. If you have any questions concerning your responsibilities, please contact the Association or the management company at 215-343-1550.

UNIT OWNER PROPERTY	HOMEOWNER	ASSOCIATION
A/C Units/Related Wires & Pipes		
Maintenance, Repairs, Replacement, Pad under Unit	X	
Alarm Systems (Private Units)		
Maintenance, Repairs, Replacement	X	
Appliances/Hot Water Heater		
Maintenance, Repairs, Replacement	X	
Chimney/Fireplace		
Repairs, Cleaning, Caps	X	
Flashing Leaks		X
Dryer Vents		
Cleaning, Repairs, Replacement	X	
Doors (Entrance) & Frames		
Painting Outside (on scheduled basis)		X
Painting Inside, Locks & Hardware	X	
Maintenance, Repairs, Replacement	X	
Doors (Sliding & Storm)		
Maintenance, Repairs, Replacement	X	
House Numbers	X	
Lights/Entrance		
Maintenance, Repairs, Replacement, Bulb Replacement	X	
Sewer Line (Private)		
Cleaning, Repairs and Replacement of Unit Line	X	

	HOMEOWNER	ASSOCIATION
Skylights		
Flashing Leaks		
Repairs, Replacement, Cleaning	X	X
Stairway & Volume Space (From Exterior to 2 nd Floor Unit)		
Maintenance, Repairs, Replacement	X	
Water Pipes		
Maintenance, Repairs, Replacement	X	
Windows & Frames		
Glass & Unit Replacement, Frame Repairs	X	
Flashing Leaks, Recaulking		X
LIMITED COMMON ELEMENTS		
Balconies		
Snow Removal, Neat/Clean	X	
Painting (w/Assoc. approved color on non-scheduled basis)	X	
Painting (on scheduled basis)		X
Maintenance, Repairs	X	
Replacement		X
Exterminating		
Inside Home/Outside Attached to Deck/Balcony	X	
Outside Attached to Building/Common Ground		X
Patios/Porches/Privacy Fences		
Maintenance & Repairs	X	
Replacement		X
Roof Sewer Vent Pipe		
Flashing Leaks		X
Replacement		X
ASSOCIATION PROPERTY - BUILDING		
Gutters, Downspouts and Splash Blocks		
Cleaning, Repairs, Replacement		X
Roofs		
Roof Leaks, Repairs, Maintenance		X
Entire Roof Replacement		X
Siding		
Painting, Maintenance, Repairs, Replacement		X
Trim & Soffits		
Painting, Maintenance, Repairs, Replacement		X

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	HOMEOWNER	ASSOCIATION
Unit Structure		
Foundation		
Slabs	X	X
ASSOCIATION PROPERTY - GROUNDS		
Common Roads, Parking Areas & Curbs		
Repairs, Replacement, Snow Removal		X
Entrance Signage		
Maintenance, Repairs, Replacement		X
Fences on Common Area		
Maintenance, Repairs, Replacement		X
Lamp Posts/Site Lighting		
Maintenance, Repairs, Replacement, Painting		X
Retaining Walls		
Maintenance, Repairs, Replacement		X
Sewer Lines		
Repairs/Replacement of Common Main Line		X
Lawn Vent Cap Replacement		X
Sidewalks (Common)		
Snow Removal, Repairs, Replacement		X
Street Signage		
Maintenance, Repairs, Replacement		X
Trash Enclosures		
Maintenance, Repairs, Replacement		X
ASSOCIATION PROPERTY - LANDSCAPING		
Detention Basins/Swailes		
Mowing, Maintenance		X
Lawn Maintenance		
Mowing, Chemical Applications, Reseeding, Leaf Removal		X
Tree & Shrubbery Beds		
Mulching, Weeding, Leaf Removal, Chemical Application		X
Trees & Shrubbery		
Spraying/Fertilization, Trimming, Replacement		X

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OTHER		
Fire Hydrants		TOWNSHIP
Maintenance		
Mailbox		
Individual Boxes, Locks, Keys		POST OFFICE

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