

PVSQ RESPONSIBILITY CHART ***DRAFT (v 10.2020b)*******

ITEM	UNIT OWNER	ASSOC.	LIMITED COMMON ELEMENT ASSIGNED TO OWNER
BUILDING EXTERIOR			
Stucco		X	
Paint		X	
Windows	X		
Exterior Doors	X		
- Routine inspection and caulking gaps and cracks around door and window frames as needed		X	
Drainage-Gutters/Downspouts		X	
Roofing		X	
Exterior Metal Fabrication		X	
Exterior Vents		X	
Lighting (not attached business signage)		X	
Foundation		X	
SIDEWALKS, PARKING LOT, CURBING			
Parking Lot Repair & Replacement		X	
Curbing Repair & Replacement		X	
Sidewalks Repair & Replacement		X	
Snow Removal-Parking Lot*		X	
Snow Removal-Sidewalks*		X	
Removal of Debris & Litter from parking lot & dumpster area		X	
Restriping Parking Spots		X	
Parking Lot Lighting		X	
* Only if threshold is met			
LANDSCAPE/GROUNDS			
Dumpster Enclosure		X	
Lawn maintenance		X	
Tree & Shrub Care		X	
Irrigation		X	
Backflow Inspection		X	
Clearing Debris & Weeds from Rock Areas		X	
SIGNAGE			
Marquee/Monument Maintenance		X	
Lighting on Marquee		X	
Unit Signage on Marquee/Monument	X		
Unit Signage on Exterior Building	X		
Unit Signage Lighting	X		
Traffic Signage		X	
UTILITY & MECHANICAL SYSTEMS, OTHER			
Plumbing			
plumbing within the unit	X		
plumbing serving only one unit (unit owner responsible for ensuring proper connection to drains, etc)			X
plumbing to the building and shared		X	
Electrical			
Electrical within the unit	X		

UTILITY & MECHANICAL SYSTEMS, OTHER Cont'd			
Electrical serving only one unit			X
Electrical to the building		X	
Fire Alarms	X		
HVAC			
- Preventative Maintenance		X	
- Service Repairs & Replacement	X		
Duct work			
from HVAC Unit through to Unit	X		
from any other venting contained within the building serving that unit	X		
Water Heaters	X		
preventative maintenance & inspections	X		
UTILITIES			
Water & Sewerage		X	
Trash Service		X	
Electric	X		
Electric Parking Lot Lighting, Common Area Lighting		X	
Cable/Internet	X		
Phone	X		
Trash Service bulk item pick up	X		
BUILDING INTERIOR			
Interior Maintenance	X		
Fixtures & Finishings	X		
Buildouts and/or upgrades	X		
Flooring	X		
Ceiling Tiles or Finishings	X		
Walls			
Unit walls defining unit separation -- wall finished surfaces			
including plaster/sheetrock	X		
Other walls within the Unit	X		
Structural walls defining units		X	
Structural wall modification	X		
SERVICES OTHER			
Pest Control Exterior		X	
Pest Control Within Unit	X		
INSURANCE			
Master Insurance -Liability/Hazard - Buildings & Parking Lot		X	
D&O		X	
Crime- Association specific		X	
Insurance Unit Interior contents, fixtures, & finishings	X		
Drywall of Individual Units	X		
Windows and doors		X	