

Unit Owner Maintenance, Repair and Replacements Standards

The Association will hold a Unit Owner responsible for common expenses incurred by the Association in excess of insurance proceeds or Association expense if the expense is caused by a Unit Owner or tenant's failure to comply with the provisions of these standards. Before levying an assessment, the Association will provide the Unit Owner with notice and an opportunity to be heard.

1. Appliance Inspections:

Care and maintenance of all appliances is the Unit Owner responsibility. All appliances including washing machines, dishwashers and hot water heaters must be inspected annually because they can cause severe water damage when a failure occurs.

2. Chimney Inspections and Cleaning:

Fireplace maintenance and replacement is the responsibility of the Unit Owner. Fireplaces and chimneys must be inspected annually by a professional if fireplaces are used.

The Unit Owner must arrange and pay for inspections and any required cleaning, and must not use a fireplace that has not been inspected.

The Unit Owner will be reimbursed for the reasonable cost of a chimney inspection upon proof of the inspection. A copy of the inspection report/invoice should be forwarded to the Managing Agent. A chimney must be cleaned if it is indicated on the inspection report as needing cleaning.

The exterior repairs to the chimney, which includes the surround, cover and cap, are the Association's responsibility.

3. Dryer Vent Cleaning:

Dryer lint filters need to be cleaned periodically by the Unit Owner to prevent lint from accumulating. Metal hoses must be used to connect the dryer to the hoses that goes into the wall.

The Association is responsible for repair or replacement of any outside dryer vent cover. The Unit Owner must notify in writing the Association when the outside vent cover is clogged, needs repair or replacement.

4. Hot Water Heater Replacement:

All hot water heaters must be replaced within ten (10) years of the manufacture date indicated by the serial number. A visual inspection of the outside (and even the inside) of a hot water heater may not reveal any defect or potential problem. We are seeing hot water heaters failing only after eight years.

The best reliable predictor of the condition of a hot water heater is its age. Manufacturers of hot water heaters typically use the first two digits of their serial number to indicate the year of manufacture.

To determine compliance with this policy, each Unit Owner must provide the association with the serial number, manufacturer's name, and model number as recorded on their hot water heater.

Electric tankless and electric heat pump hot water heaters are permitted but residents are cautioned to investigate requirements and costs.

Only a licensed and insured contractor can replace a hot water heater.

The installation of an automatic shut off device is required to minimize damage should a hot water heater fail.

5. Toilet Inspection and Repair:

All toilet tanks and seals, on-off water supply valves and connectors, and interior flush and refill valves (ballcock) and flapper gaskets, must be inspected annually and replaced by the Unit Owner when not properly working.

6. Outside Water Spigot:

The repair and replacement of outside spigots are the responsibility of the Association. However, the Unit Owner must disconnect garden hoses from spigots by November 1st. If a hose is left attached, water in the hose will cause the spigot to fail.

7. Reporting Leaks:

Upon identifying a leak or similar condition resulting in the escape of water, immediate action must be taken to stop the escaping water. There are shut-off valves for faucet, toilets, hot water heaters and outdoor spigots. There is also a shut-off valve for the whole unit. Immediately report any leak condition to the Managing Agent.

8. Heating, Ventilation, Air Conditioning (HVAC) Maintenance:

A townhouse Unit Owner is responsible for his/her HVAC units that must be maintained in accordance with manufacturers' recommendations and inspected annually by a licensed technician at the Unit Owner expense. A Unit Owner should maintain documentation of all HVAC inspections, cleanings and repairs.

The indoor air circulation fan motor and outdoor coil fan motor may need annual oiling. The air filter should be cleaned on a regular basis and replaced annually.

9. Gas Grills:

Gas grills are permitted on decks but not common areas. Charcoal and solid fuel grills are prohibited. A gas grill should be checked annually to ensure it is in safe working condition.

Insurance coverage requires that gas grills be kept as far away from a wall as possible. Preventive measures such as fire extinguishers, water etc. should be readily available. Storage of an extra propane tank is prohibited inside a unit, garage or on common area.

10. Mailboxes:

The mailboxes are the property of the Federal Postal System but maintained by the Association. The Association has no keys for the mailboxes. Replacement keys and locks are the Unit Owner responsibility. Please do not place notices on the mailboxes.

11. Smoke and Carbon Monoxide Detectors:

All residents are required to inspect and maintain smoke and carbon monoxide detectors annually. Townhouse units must have one smoke detector per floor. It is the responsibility of the Unit Owner to ensure that detectors not found to be in working order are replaced with the appropriate device.

12. Windows, Doors and Sliders:

Windows, doors and slider replacement is the responsibility of the Unit Owner. They must be replaced with similar style models.

13. Storm Doors and Windows:

A Unit Owner is allowed to install storm windows and doors. The "classic" white colonial crossbuck aluminum door has been the preferred style of storm door, though storm doors of various styles are permitted so long as they are white.

The cost and upkeep of storm doors and windows is the responsibility of the Unit Owner. Repair to the wood frame due to damage caused by a storm door is the responsibility of the Unit Owner.

14. Townhouse Garage Doors:

Townhouse Unit Owners are responsible for the replacement, maintenance and care of their garage doors both inside and outside. The garage doors can only be replaced with the Overhead Door Company Thermacore, Model 194 door.

15. Washing Machine Hoses:

All washing machines must have reinforced steel/metal braided hoses designed to prevent or greatly reduce the potential for hose failure and resulting water damage. A Unit Owner is responsible for replacing hoses every five (5) years. A Unit Owner should maintain receipt records verifying what hoses were replaced and when. The Association is not responsible for the failure or overflow of washing machines.

Washing machine hoses and connections must be inspected annually. The hose should not be twisted or kinked, and all clamps and connections must be tight.

16. Electrical Panel:

An inside electrical panel and circuit breakers are the responsibility of the Unit Owner and should be inspected annually. Only a licensed electrician can replace an old, worn, or damaged breaker or wiring.

17. Stove Hood Cleaning:

Stove hoods must be cleaned annually by the Unit Owner. Grease build-up in the hood could cause a fire.

18. Unit Heating in Winter:

During the winter months the temperature inside a unit must be maintained at 55 degrees or higher to prevent water pipes from freezing.

19. Reporting Association Required Maintenance:

The Unit Owner is responsible for reporting maintenance problems in writing to the Managing Agent in a timely fashion and, if required, must provide reasonable access to a unit for inspection and/or repairs as needed.

20. Sump Pumps:

The Association is responsible for installing sump pumps with battery back-up but a unit owner is responsible for the maintenance of the batteries. The battery and sump pump should be tested annually to ensure they are working.

21. Pressure Relief Valves:

A Unit Owner is encouraged to install pressure relief valves if necessary to prevent high water pressure from bursting pipe joints.

22. Storage:

Combustible or hazardous materials, including but not limited to oil based paints, paint thinners, lacquers in excess of two gallon are not permitted to be stored inside units or garages.

23. General Requirements:

- a. The term "Unit Owner" includes any tenant, guest, invitee or other occupant of the unit. Unit Owners are responsible for their occupant's failure to comply with these standards.
- b. A Unit Owner will be responsible to the Association for any damage caused by repairs or installations to any unit, limited or common elements performed by unlicensed and/or uninsured contractors and/or contractors not following the building code standards requested by the State of Connecticut and the City of Danbury.
- c. A Unit Owner or his/her contractors must obtain permits when required by the City of Danbury.
- d. All required maintenance, repairs or replacements must be done by a licensed and insured contractor. The contractor must obtain permits for work where required.
- e. The Unit Owner should retain a copy of any documentation related to the completion of any required standard if documents of compliance are request by the Association.

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