

Victorian Village Townhouse Corporation  
**Responsibility Chart**

This Responsibility Chart is intended to be a general guideline. Specific responsibilities are outlined in the Association's governing documents.  
In the event of a conflict, the governing documents take precedence.

Category	Assn	Owner	Notes
<b>Exterior Structure</b>			
Wood Surfaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Brick Surfaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Roofs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Windows	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA
Glass	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA
Screens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA
Doors (Replacement)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA Storm Doors and Screen Doors included
All Keys, Locks & Hardware	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Front Door	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA
Frame	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Paint	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Storage Room Door	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Back Door	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA
Sliding Glass Door	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Owner must obtain prior approval from HOA
Foundation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	This includes the home and the patio. Replacement patio floors must leave at least 1 foot clearance from all fences and structures.
Doorbell Button	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Fences	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Homeowners cannot paint
Gutters & Downspouts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mailboxes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Owner must obtain prior approval from HOA
Keys & Locks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Parking</b>			
Carports	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Towing</b>			
From "No Parking Zone"	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
From Assigned Space	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	HOA can tow vehicles in violation of parking rules
<b>Interior Structure</b>			
Sheetrock	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Carpet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Appliances	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Attic / Wall Insulation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Electrical</b>			
Outlets/Lights Switched from Inside	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Porch, Patio Carport light fixtures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Added carport security illumination	<input type="checkbox"/>	<input checked="" type="checkbox"/>	By Licensed electrician. May not illuminate other homes.
Common Area Lighting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Circuit Breakers & Panels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control Interior Wiring	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Control Common Area Wiring	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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**Plumbing**

Before Entry into Unit (Exterior)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
After Entry into Unit (Interior)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Water Cut-off Valve (Exterior)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Water Cut-off Valve (Interior)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Commode Repairs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Air Conditioning & Heating	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Category</b>	<b>Assn</b>	<b>Owner</b>	<b>Notes</b>

**Utilities**

Common Area Water & Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Unit Water & Sewer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Common Area Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Unit Electricity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**Landscaping**

Common Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Inside Patios	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Common Area Tree Trimming	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Patio Tree Trimming	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Sprinkler System	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**Services**

Basic Cable TV	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Trash Pickup	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tuesday & Friday

**Exterminating**

Exterior Subterranean Termites	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Exterior Drywood Termites	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Exterior Ants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Interior Subterranean Termites	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Interior Drywood Termites	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Interior Ants & Roaches	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

**Insurance**

Contents	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Flood	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Common Area / Hazard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Payable monthly with other HOA fees