



High Pointe View

Maintenance Responsibility Chart

Component / Area	Responsible Party	Responsibility Description	Declaration Reference
Common Elements (general)	Association	Maintain, repair, and replace the Area of Common Responsibility, including all Common Elements and Limited Common Elements (cost of Limited Common Elements may be assessed to assigned Unit(s)).	Art. 17(b)(i); 8(b)(i)
Roofs & roof support systems	Association	Maintain and repair roof structure and coverings (joists/trusses, decking/underlayment, shingles/cover).	Art. 17(b)(ii)
Exterior fades & surfaces; exterior doors/frames; exterior window frames (paint/stain)	Association	Periodic painting/staining/cleaning per Board schedule, including exterior side of entry doors and frames; exterior window frames.	Art. 17(b)(iii)
Detention pond, entry features, paving, mail area, fitness/pool/clubhouse/gate (if any)	Association	Operate/maintain Common Elements listed in declaration (amenities, paving, walls, lighting, detention pond, etc.).	Art. 5; Art. 9(e)



Insurance on buildings & common elements	Association	Carry master property & liability insurance to full replacement cost (per O.C.G.A. 44-3-107); manage claims and reconstruction process.	Art. 11; Art. 12
Limited Common Elements assigned to a Unit (general)	Association / Owner	Association maintains as part of Area of Common Responsibility; costs **may** be specially assessed to the benefited Unit(s).	Art. 17(b)(i); 8(b)(i)
Driveway serving only one Unit (LCE)	Association (cost may be specifically assessed)	The driveway is a Limited Common Element assigned to that Unit; maintenance within the Association's scope, with the ability to assess the benefited Unit.	Art. 6(a)(v); 8(b)(i)
Patio/porch attached to one Unit (LCE)	Association (cost may be specifically assessed)	Patio/porch is a Limited Common Element assigned to the Unit; use restrictions apply.	Art. 6(a)(iv); 14(e)
Unit interior & systems serving only the Unit	Owner	Maintain interior; HVAC (compressor & fan coil), water heater, and pipes/lines/ducts/conducts serving only the Unit (even if outside boundaries).	Art. 17(a)
Windows & doors (cleaning; hardware; glass)	Owner	Maintain/clean glass, windows, and frames (exterior cleaning), casings, locks; entry door/doorframe cleaning (Association handles periodic paint/stain).	Art. 17(a) & 17(b)(iii)
Limited Common Elements serving the Unit – housekeeping	Owner	Keep LCEs that serve the Unit neat, clean, and sanitary; follow use restrictions (e.g., porches/patios).	Art. 17(a)(i); 14(e)



Failure to maintain by the Owner; emergencies	Owner (Specific Assessment)	If the Owner fails to maintain after notice (or in emergencies), the Association may perform work and assess all costs as lien against the Unit.	Art. 17(c)
Damage/negligence causing Association work	Owner (Specific Assessment)	If the Association must repair due to Owner/Occupant negligence/willful act, costs may be assessed to that Unit.	Art. 17(c)
Insurance deductible allocation (Association claim)	Owner / Multiple Owners	Deductible is paid by the party(ies) who would repair absent insurance; if multiple Units or CE are affected, Board may apportion equitably; cap per Act for required policies.	Art. 11(i)

****Disclaimer: **** This chart is a summary. See Articles 5–6 (Common/LC Elements), 8 (Assessments incl. LCE costs), 11–12 (Insurance & casualty), 14 (Use restrictions), and 17 (Maintenance). In any conflict, the recorded Declaration and the Georgia Condominium Act control.