



Townes at Marietta

Maintenance Responsibility Chart

Component / Area	Responsible Party	Responsibility Description	Declaration Reference
Common Property (general)	Association	Maintain, repair, and replace Common Property, including. Landscaping & improvements.	Art. 5 §5.1(a)
Entry features, irrigation & lighting	Association	Maintain all entry features and entry area landscaping, including irrigation & lighting systems.	Art. 5 §5.1(a)(i)
Shared utilities (water/sewer, etc.) serving >1 Unit	Association	Maintain pipes/utility lines/wires/conductors serving more than one Unit (if not maintained by a governmental entity/third party).	Art. 5 §5.1(a)(iv)
Exterior portions of dwellings (see limits below)	Association	Provide specified exterior unit maintenance on a Board-set schedule.	Art. 5 §5.4(a)
Lawn & landscape – Units (limited scope)	Association	Provide lawn mowing/leaf blowing, as-needed weed control, and shrub trimming to Units.	Art. 5 §5.5(b)(i)
Garage door *exterior surfaces*	Association	Maintain paint/finish of exterior surfaces of garage doors (Owner maintains operation/equipment).	Art. 5 §5.4(a)(i)
Roofs (decking & shingles/cover)	Association	Maintain roof decking and shingles/roof covering.	Art. 5 §5.4(a)(ii)



Gutters & downspouts	Association	Maintain gutters and downspouts.	Art. 5 §5.4(a)(iii)
Exterior building surfaces (paint/pressure wash)	Association	Paint and/or pressure wash exterior building surfaces (excluding doors, hardware, glass).	Art. 5 §5.4(a)(iv)
Decks/balconies – finish only	Association	Paint/stain/seal any deck or balcony attached to the dwelling (structure otherwise Owner; no foundation waterproofing).	Art. 5 §5.4(a)(v)
Unit (general) – interior & improvements	Owner	Maintain all structures/improvements on Unit; remove litter; comply with codes; repair exterior damage; maintain grading/drainage; maintain any Unit-only pipes/wires/conduits (even outside boundaries).	Art. 5 §5.2
Steps/stoops/decks/balconies/patios & surfaces	Owner	Maintain steps, stoops, decks (enclosed or not), balconies, patios (enclosed or not), patio surfaces & landscaping placed thereon (except Association's paint/stain/seal of decks).	Art. 5 §5.4(b)(i)
HVAC or similar equipment	Owner	Maintain all HVAC or similar exterior equipment.	Art. 5 §5.4(b)(ii)
Doors & garage doors (operation/hardware/glass)	Owner	Maintain doors, storm/screen doors, garage doors, hinges, frames, glass, screens & entry hardware.	Art. 5 §5.4(b)(iii)
Hose bibs in exterior walls	Owner	Maintain hose bibs in exterior walls.	Art. 5 §5.4(b)(iv)



Exterior lighting for a Unit	Owner	Maintain exterior lighting fixtures located on or exclusively serving the Unit.	Art. 5 §5.4(b)(v)
Windows (screens/frames/glass/hardware)	Owner	Maintain and replace windows, screens, frames, glass & hardware.	Art. 5 §5.4(b)(vi)
Exterior hardware	Owner	Maintain all exterior hardware.	Art. 5 §5.4(b)(vii)
Foundations & waterproofing	Owner	Maintain foundations/footings and any waterproofing (above/below grade).	Art. 5 §5.4(b)(viii); §5.4(a) proviso
Driveways & walkways	Owner	Maintain driveways and walkways serving the Unit.	Art. 5 §5.4(b)(ix)
Common Property landscaping	Association	Maintain landscaping in green/open space; may designate natural areas; Board may set rules for owner plantings in CP.	Art. 5 §5.5(a)
Unit landscaping – owner tasks	Owner	Shrub fertilization; monitor for insects/disease; watering; keep lawns/shrubs/garden areas alive & attractive; maintain owner-installed plantings.	Art. 5 §5.5(b)(ii)
Party walls between Units	Owners of affected Units	Share reasonable repair/maintenance; casualty restoration sharing (subject to negligence rules).	Art. 5 §5.3
Damage caused by negligence/willful act	Owner (Specific Assessment)	If the HOA must repair due to an Owner/Occupant's act/omission, costs not covered by insurance may be assessed to the Unit.	Art. 5 §5.1(a) last ¶



Failure to maintain by Owner; HOA performs after notice	Owner (Specific Assessment)	If the Owner fails to maintain after notice (or in emergencies), the HOA may perform work and assess costs as a lien.	Art. 5 §5.6
Association insurance	Association	Carry property/liability for Common Property and **blanket insurance for all Units**; excludes owners' personal property and betterments; may levy special assessments if proceeds are insufficient.	Art. 8 §8.1; §8.3
Owner insurance	Owner	Carry liability for the Unit, insurance for personal property, and coverage for Unit/betterments not covered by the HOA blanket policy.	Art. 8 §8.2
Insurance deductible	Owner / Multiple Owners	Deductible allocated to party(ies) who would repair absent insurance; Board may apportion equitably if multiple Units/Common Property are affected.	Art. 8 §8.4

Disclaimer: This chart is a convenient summary only and does not replace the recorded Declaration and Bylaws. In any conflict, the governing documents control. For questions on a specific component, consult legal counsel or the Board.