

LAKEVIEW ESTATES – OWNERS HANDBOOK

G) Unit Maintenance and Repair Responsibilities:

1. Doors:

- I. The unit owner is responsible for maintaining and replacing all exterior doors in the unit, including all entry, and garage doors.
- II. Replacement of doors requires prior approval from the Board.
- III. An addition of a screen door requires prior approval from the Board. Caulking of doors is the responsibility of the unit owner.
- IV. Painting of exterior doors is considered maintenance and is the responsibility of the unit owner.
- V. All doors must be painted with approved colours.

2. Dryer Ductwork:

- I. The unit owner is responsible for maintaining and replacing all dryer ductwork and vents.
- II. As a fire safety precaution, the Board recommends cleaning of lint from inside the dryer and ductwork at a minimum of every three years.

3. Electrical:

- I. The Corporation (or the local electricity provider) is responsible for electrical wiring up to, but not including, the unit's breaker panel.
- II. The unit owner is responsible for all wiring within the unit including the breaker panel, all wires, receptacles and light fixtures.

4. Exclusive Use Common Elements:

I. Decks

- a) The unit owner is responsible for maintaining and replacing all decks and concrete patios (where installed).
- b) Alterations and replacement of decks require prior approval of the Board.

II. Paving Stones

- a) Interlocking patios, walkways and driveways are the responsibility of the Corporation.
- b) When paving stones are removed and/or replaced the sand like material surrounding each stone must be replaced with "polymeric sand".

5. HVAC:

- I. The unit owner is responsible for maintaining and replacing all heating and cooling equipment, including the air conditioner compressor, and any required upgrades to the supply lines.
- II. A change of location or mounting of the air conditioner compressor requires prior approval from the Board.

6. Plumbing:

- I. The Corporation is responsible for the supply of water up to the curb stop at each unit.
- II. The unit owner is responsible for all plumbing valves and fixtures within the unit.
- III. The Corporation will supply and maintain/replace sump pumps, and related components, in those units with them.
- IV. The Corporation owns and maintains the sanitary and storm water systems.
- V. Any blockage and drain back-ups from the unit to the sewer are the responsibility of the unit owner.

LAKEVIEW ESTATES – OWNERS HANDBOOK

- VI. To prevent a burst pipe, all exterior faucets should be shut off and drained by November 1 by the unit owner.
7. **Smoke and Carbon Monoxide Detectors:**
 - I. The unit owner is responsible for maintaining and replacing all Smoke and Carbon Monoxide Detectors in the unit according to provincial laws.
 - II. An annual test and verification form is required to be submitted to the property manager.
8. **Windows/Skylights:**
 - I. The unit owner is responsible for maintaining and replacing all windows and screens in the unit.
 - II. Replacement of windows requires prior approval from the Board.
 - III. Skylights are considered to be part of the roof and are the responsibility of the Corporation.
 - IV. Caulking of windows is the responsibility of the unit owner.
 - V. Window frames must be painted with the approved color
9. **Owner's responsibility**
 - I. It shall be the responsibility of each unit owner to maintain, repair or replace those items in their specific unit which shall include, but not be limited to the following:
 - II. All interior lighting fixtures;
 - III. All floor coverings;
 - IV. All drywall and coverings;
 - V. All mouldings, baseboards, stairs, stair railings, trim and mirrors;
 - VI. All plumbing fixtures;
 - VII. All doors, screens and windows inclusive of frames save and except for skylights which are considered to form part of the roof structure;
 - VIII. All cabinetry, cupboards and counter-tops;
 - IX. All decks, deck supports, stairs and attachments;
 - X. Any finished basements and/or attic areas;
 - XI. Any entry security systems;
 - XII. All fireplaces and attachments
 - XIII. All structural changes, additions and improvements to a unit in variation to the original builder's standard plans.
 - XIV. All heating, cooling and water treatment equipment that serves the Unit, including but not limited to ducts, pipes & wiring.