

**MAINTENANCE GUIDE
FOR
ALAMEDA PARK CONDOMINIUM ASSOCIATION
BASED ON CONDOMINIUM DECLARATION (CC&Rs)**
(As of August 2020)**



**** NOTE:** This Maintenance Guide from the Board of Directors of the Association is intended for reference only and as a convenient guide for the Unit Owners. It does not establish legal obligations and is not a legal document. The Declaration of Horizontal Property Regime and Covenants, Conditions and Restrictions for Alameda Park Unit One Condominium (CC&Rs) is the legal contract between the Association and the owners. Also, note that this Maintenance Guide only refers to the obligations included in the CC&Rs. There can be other legal reasons that would form a basis for the Association or the owner to be held responsible for repair, maintenance, replacement and/or reimbursement for the cost of same (e.g., by common law such as negligence).

Item		Classification	Maintenance Responsibility	Maintenance Description	CC&R Section
Appliances within the Unit (e.g. dishwasher, laundry, refrigerator, microwave, oven, stove, water heaters)		UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit.	<i>Article I, Section 4; Article VI, Section 2; Article X, Section 1</i>
A/C Unit		RESTRICTED COMMON ELEMENT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the refrigeration unit.	<i>Article II, Section 4; Article X, Section 1; Article IX, Section 1</i>
Cabinets, counters, toilets, showers, sinks, and other built-in fixtures		UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit.	<i>Article I, Section 4; Article VI, Section 2; Article X, Section 1</i>
Ceiling Finished Surfaces (e.g. wallboard, texture, paint, etc.)		UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit, including the interior surface of the ceiling.	<i>Article I, Section 3(a); Article I, Section 4 Article VI, Section 2; Article X, Section 1</i>
Doors- Exterior	Exterior Painting	RESTRICTED COMMON ELEMENT/ UNIT	ASSOCIATION	ASSOCIATION maintains and manages the exterior of the doors located the Property.	<i>Article IX, Section 1</i>
	Interior Painting	UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit, including the doors.	<i>Article I, Section 4 Article VI, Section 2; Article X, Section 1</i>
	Hardware (Locks/hinges)	UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit, including the doors.	<i>Article I, Section 4 Article VI, Section 2; Article X, Section 1</i>

Item		Classification	Maintenance Responsibility	Maintenance Description	CC&R Section
	Replace/ Repair	UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit, including the doors.	<i>Article I, Section 4 Article VI, Section 2; Article X, Section 1</i>
Doors- Patio		UNIT	OWNER	OWNER shall maintain the patio doors.	<i>Article I, Section 4; Article VI, Section 2; Article IX, Section 1; Article X, Section 1</i>
Exterior lighting		COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage the exterior of the buildings.	<i>Article VI, Section 1; Article IX, Section 1</i>
Exterior Surface (e.g. paint, stucco, caulking, etc.)		COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage the exterior of the buildings.	<i>Article VI, Section 1; Article IX, Section 1</i>
Floors (e.g. carpet, tile, wood, underlayment, etc.)		UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit, including the floors.	<i>Article I, Section 4; Article VI, Section 2; Article X, Section 1</i>
Floor Foundation (e.g. subfloor, bearing floor foundations)		COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain all common property, including the slabs and foundations.	<i>Article I, Section 3(a); Article I, Section 4; Article VI, Sections 1 & 2; Article IX, Section 1</i>

Item	Classification	Maintenance Responsibility	Maintenance Description	CC&R Section	
Landscaping	COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage all landscaping.	<i>Article I, Section 3(a); Article VI, Section 2 Article IX, Section 1</i>	
Parking Spaces	RESTRICTED COMMON ELEMENTS	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage all parking areas.	<i>Article II, Section 4; Article VI, Section 1; Article VI, Section 2; Article IX, Section 1;</i>	
Patios	Foundation (e.g. concrete slab, subfloor, etc.)	RESTRICTED COMMON ELEMENT	OWNER	OWNER is solely responsible for the maintenance, upkeep and repairs of the individual patios.	<i>Article I, Section 3(a); Article I, Section 4; Article VI, Sections 1 & 2; Article IX, Section 1</i>
	Flooring (e.g. pavers, epoxy, etc.)	RESTRICTED COMMON ELEMENT	OWNER	OWNER is solely responsible for the maintenance, upkeep and repairs of the individual patios.	<i>Article VI, Section 1</i>
	Walls	RESTRICTED COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage the patio walls.	<i>Article VII, Section 1; Article IX, Section 1</i>
Pest Control	Outside the Unit	N/A	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage all common elements.	<i>Article IX, Section 1</i>

Item		Classification	Maintenance Responsibility	Maintenance Description	CC&R Section
	Inside the Unit	N/A	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior the unit and all other areas, features, or parts of the Unit, including termite control.	<i>Article X, Section 1</i>
Roof		COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage the roofs.	<i>Article VI, Section 1; Article IX, Section 1</i>
Walls	Interior-partition	UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit.	<i>Article I, Section 4; Article VI, Section 2; Article X, Section 1</i>
	Interior/ Exterior- load bearing	COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage all common elements.	<i>Article I, Section 3(a); Article I, Section 4; Article IX, Section 1</i>
	Finished Surface (e.g. paint, textures, wallpaper, wallboard, etc.)	UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit.	<i>Article I, Section 4; Article VI, Section 2; Article X, Section 1</i>
	Party Wall (separating two units)	COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall be responsible for rebuilding or repairing party walls damaged or destroyed by some cause other than the act of one of the adjoining owners.	<i>Article VII, Section 1</i>

Item		Classification	Maintenance Responsibility	Maintenance Description	CC&R Section
Water and sewer lines, chutes, flues, pipes, ducts, wires, conduits, or other fixtures or lines	Inside the Unit	UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior the unit and all other areas, features, or parts of the Unit, including utility outlets or otherwise entering the interior walls of a Unit.	<i>Article I, Section 3(a); Article I, Section 4; Article VI, Section 2; Article C, Section 1</i>
	Outside the Unit	COMMON ELEMENT	ASSOCIATION	ASSOCIATION shall maintain and otherwise manage the common elements.	<i>Article I, Section 3(a); Article I, Section 4; Article IX, Section 1</i>
Windows (including window fixtures)		UNIT	OWNER	OWNER shall be responsible for the upkeep and maintenance of the interior of the Unit and all features or parts of the Unit, including the windows and window fixtures.	<i>Article I, Section 4 Article VI, Section 2; Article IX, Section 1; Article X, Section 1</i>

ⁱ Pursuant to A.R.S. § 33-1255(C)(2), any common expense or portion of a common expense benefiting fewer than all of the Units shall be assessed exclusively against the Units benefitted.

ii Pursuant to Article XII, Section 1 of the Declaration, the Association shall obtain insurance for all of the Common Elements, including the original fixtures within the Units as the builder may have attached to the interior, including but not limited to built-in ranges and similar appliances, interior walls, and ceilings, against loss or damage by fire or other hazards. The Association shall pay the premiums associated with this insurance policy, but Owners may be held responsible for any deductibles incurred if the Owner is responsible for the maintenance of the insured element subject to a claim.