



## Oronoque Village Maintenance Responsibility Chart

Allocation of Building and Landscaping Maintenance Responsibility between Unit Owner(s) and Oronoque Village

*In the list below: The letter "U" refers to Unit Owner Responsibility - The letters "OV" refer to Oronoque Village Responsibility*

<b>Buildings: Exterior and Interior of Units</b>	<b>Responsible</b>	<b>Additional Info</b>
Roof (replacement, leaks, etc.)	<b>OV</b>	Additional roofs added by owner are "U" responsibility
Gutters, downspouts, louvers, chimney caps, etc.	<b>OV</b>	Repair/replace and maintain
Exterior siding/trim	<b>OV</b>	Repair/replace/paint and maintain
Glass for windows and sliding doors (original)	<b>OV</b>	If unit owner replaced with new construction window/sliding door, glass becomes "U" responsibility
Window frames	<b>U</b>	To include rollers, locks, weather stripping and misc. components
Added enlarged/enhanced windows or sliding doors	<b>U</b>	
Sliding glass door frames	<b>U</b>	Glass replacement for original-size doors and the master wood frame only, is "OV" responsibility
Decks (original construction)	<b>OV</b>	Repair/replace and maintain
Decks (added, extended or modified)	<b>U</b>	Any added, extended or modified decks require approval by the Architectural Committee
Screened-in enclosed decks	<b>U</b>	This is an added feature that requires approval by the Architectural Committee
Front entry steps and landing	<b>OV</b>	If enhanced, added or extended from original construction by owner it is "U" responsibility
Handicap ramps and lifts	<b>U</b>	If needed, owner must have installed and then removed when departing
Front entry door	<b>OV</b>	Only for original door or newly replaced door, installed by OV (repair/replace and maintain)
Lower level doors	<b>U</b>	These are added doors typically found on the garage side of unit
Storm doors, storm windows and all screens	<b>U</b>	
Door locksets and hardware	<b>U</b>	All common hall locksets and hardware are "OV" responsibility
Doorbell (exterior button only)	<b>OV</b>	All internal doorbell components (chime, wiring, etc.) are "U" responsibility
Garage door (panels only)	<b>OV</b>	Repair/replace and maintain
Garage door mechanicals	<b>U</b>	To include garage door rails, pulleys, openers, springs and misc. components
Plumbing (interior only)	<b>U</b>	To include water supply lines, waste lines and internal gas lines
Exterior faucet (spigot)	<b>U</b>	To include interior shut off valve
Electrical (interior only)	<b>U</b>	To include main breaker, all interior wiring, interior and exterior outlets, etc.
Lighting	<b>OV</b>	Exterior only; to include pathway light poles, original front door and deck fixtures, street lights, etc. (all interior lighting is "U" responsibility)
Exterior venting	<b>U</b>	To include dryer vent, high efficiency furnace/hot water heater venting, stove and bath exhaust vents
Interior venting	<b>U</b>	To include dryer vent cleaning, chimney sweeping and any internal ductwork cleaning (all should be done annually)
Radon testing and remediation	<b>U</b>	

*Landscaping and grounds exterior allocations on reverse side*

*In the list below: The letter "U" refers to Unit Owner Responsibility - The letters "OV" refer to Oronoque Village Responsibility*

<b>Landscaping/Grounds: Unit Exterior and Common Areas</b>	<b>Responsible</b>	<b>Additional Info</b>
Grounds maintenance	<b>OV</b>	To include grass cut, weed trimming, fertilizer and herbicide applications, and general maintenance of common areas
Foundation planting area: weeding, plantings, mulch, etc. (4-5 feet from foundation wall)	<b>U</b>	The Association offers removal of shrubs and trees around foundation area per request (removal only, unit owner is responsible to restore area)
Planting, pruning and removal of trees and shrubs (common areas)	<b>OV</b>	The Association's Village wide pruning program includes the pruning of foundation area plantings; unless unit owner requests a "NO PRUNING" reflector (this program occurs twice during the summer months)
Common area mulch/planting beds	<b>OV</b>	If unit owner has requested a common area landscape change approved by the Architectural Committee, it is "U" responsibility
Leaf Removal (Village wide)	<b>OV</b>	
Snow Removal	<b>OV</b>	To include all roads, driveways, parking areas and walkways (sequence of removal is available on OV website)
Pest Control (exterior only)	<b>OV</b>	Infestation extermination (termites, carpenter bees, yellow jackets, ants, etc.) Wildlife removal (bats, skunks, chipmunks, opossum, raccoon, etc.)
Mailboxes, mailbox stands, address numbers and street signs	<b>OV</b>	To include all exterior handrails throughout the Village
All asphalt surfaces	<b>OV</b>	To include roads, driveways, curbing, walkways and steps (repair/replace and maintain)
All drainage: retaining walls, curtain/trench drains, stormwater catch basins	<b>OV</b>	To include any sump pumps installed in lower level of unit are "OV" responsibility
Foundation leaks/cracks	<b>OV</b>	Repair and maintain
Sewer main back-ups and water main breaks	<b>OV</b>	
Ground level patios, added walkways/driveways for reasonable accommodation access	<b>U</b>	All require approval by the Architectural Committee

*All allocations listed are explained in further detail in the OV Rules, Regulations and General Information Handbook and the OV Architectural Standards and Guidelines*

Please remember that all service requests should be submitted through the Oronoque Village website by visiting [www.oronoquevillage.com](http://www.oronoquevillage.com)  
Service requests are found under the Maintenance tab

**If you have any questions or concerns regarding the items listed, please contact your District Maintenance Representative or the Oronoque Village Maintenance Department:**

**Phone: (203) 375-8853**

**Fax: (203) 380-6155**

**Email: [ovmd@oronoquevillage.com](mailto:ovmd@oronoquevillage.com)**