

## **HOMEOWNER MAINTENANCE RESPONSIBILITIES**

Maintenance of the following is the responsibility of the homeowner:

\*Anything in **BOLD** requires that you complete the [ACC form \(available on the Beacon Hill website\)](#) and give it to the office (along with plans and specifications) for prior written Executive Board approval before any work is started.

1. Air Conditioner/ heat pump/cabinet - cabinet paint color-Behr Ultra Color (PPU7-5) Pure Earth, exterior flat matte
2. All components, fixtures, ducts, wires, cables, conduits, and appliances within or serving only the individual unit
3. Condensation lines - clean & repair
4. Dryer ducts – interior cleaning and outside screen to keep animals out
5. Electric Photo Cell for Outside Light
6. **Fences/Gates/Posts** - **replacement**, repair, paint (color-pure white), and clean
7. **Front Doors and Trim**
8. Hot Water Heaters - maintenance and replacement
9. Interior floor coverings
10. Interior stairway leading from the exterior doors
11. Lights - outside door and patio/deck
12. Mailbox Keys - can be replaced at Southampton Post Office
13. **Patio (concrete pads)**
14. **Patio/Balcony sliding glass door and framing**
15. Skylights
16. **Storm doors**
17. Window Treatments - Blinds/Curtains must be visually white and in good condition from the outside view
18. **Windows and Screens** - replacement and caulking
19. **Wooden Decks For Patios**

**PLEASE REVIEW THE BEACON HILL CONDOMINIUM ASSOCIATION REGULATIONS FOR FURTHER INFORMATION**