

PIETY HILL PLACE CONDOMINIUMS

Responsibility Matrix A = Association C = Co-Owner

This list is intended for informational purposes only. To the extent that there is a conflict with the Master Deed & Bylaws, the Master Deed & Bylaws will control the decision.

	MAINTAIN	REPAIR	REPLACE	COMMENTS
GROUND				
Lawn	A	A	A	
Landscape of Common Area	A	A	A	
Sprinklers	A	A	A	
Trees	A	A	A	
Parking Lot	A	A	A	
Sidewalk	A	A	A	
BUILDING - EXTERIOR				
Balcony / Patio	A	A	A	
Doorbells / Locks	A	A	A	
Electrical - Meter to Breaker Box	A	A	A	
Electrical - Pole to Meter Connection				Pole to meter connection - DTE
Exterior Caulking	A	A	A	
Exterior Painting	A	A	A	
Fence	A	A	A	
Gas Line				Consumer's Power
Insect Extermination	C/A			Unit interior - C, Common Element / Exterior - A
Mailboxes	Post Office	Post Office	Post Office	Co-Owners to call P.O. re mailbox / lock
Parking Lot	A	A	A	
Plumbing - Pipes & Water Lines	A	A	A	To shutoff valve or fixture
Roofs	A	A	A	
Sidewalks	A	A	A	
Sanitary Sewer	A	A	A	To point of entry from floor or wall
Storm Sewer	A	A	A	
Walls - Exterior	A	A	A	
BUILDING - INTERIOR				
Walls - Between Units	A	A	A	
Common Element Areas: Lobby, Hallways, Elevators, Basement Storage, Community Room, Laundry Room, Exercise Room, Package Room, Trash Rooms	A	A	A	** Co-Owners are responsible for damages or debris caused by themselves, their tenants, contractors, or guests. Costs for cleaning, repair or replacement will be charged back to the Co-owner of the Unit involved.
UNIT - INTERIOR				
Air Handler	A	A	A	Filters available / call maintenance
Appliances	C	C	C	
Doors	A/C	A/C	A/C	Front - Association / Interior - Co-owner
Partition wall, Drywall, Paint, Wallpaper, Carpet, Tile, Cabinets, Countertops, Etc.	C	C	C	MARI/PN Form (General), Modification Agreement, contractor info, plans, permits (if applicable) are required and must be approved prior to changing or replacing.
Wood Flooring	C	C	C	MARI/PN Form (Flooring), Modification Agreement, product specs, & SOUND TESTING are required and must be approved prior to changing or replacing.
Electrical - Switches & Plugs	C	C	C	From breaker box
Hot Water Heater	A	A	A	
Plumbing Pipes & Fixtures	C	C	C	From shutoff valve. If altering, MARI/PN Form required
Screens	A	A	A	
Smoke Alarms	C	C	C	
Thermostat	C	C	C	
Windows / Glass	A	A	A	

Last updated: 4/2022

PIETY HILL PLACE CONDOMINIUM ASSOCIATION

RESPONSIBILITY MATRIX – ADDITIONAL INFORMATION

BUILDING PLUMBING: Keep in mind that plumbing for all floors run in stacks 1 – 10. This means that your plumbing for water and drains lines up with all units above and below you. What you do in your unit can directly affect those neighbors. By example, Stack 1 was affected by a sewer back up that caused flooding into units and the Community Room below. The backup when investigated was found to be caused by supposedly “flushable” wipes. Personal hygiene or cleaning wipes should **NEVER** be flushed. Some other items that should not be flushed are paper towels, feminine hygiene products, food, and grease, all these things can clog drains.

As for kitchen drains, to avoid clogs never pour grease in the drain. Potato peels, lettuce leaves, bones, coffee grounds, celery and eggshells should never be run through the garbage disposal or rinsed down the drain. Please be advised that if the cause of a plumbing call can be determined to be caused by a particular unit, the Co-owner will be charged.

HEATING AND COOLING Our building is very different than what many are used to in private homes. The systems employed have limitations as to what can reasonably be provided as to heating and cooling and may result in less than satisfactory temperature variances between outdoors and indoors.

HEATING: There is no actual forced air heating. There is a boiler system that feeds hot water into pipes that run through the air handler in your unit. The air handler when you call for heat, operates a fan that blows across these pipes providing heated air that blows out of floor vents.

COOLING: There is no actual air conditioning either. Very cold water processed by chiller/refrigeration units in the basement, is supplied through pipes in the air handler. Again, the fan blows across these pipes and provides cool air through floor vents.

Due to these limitations, unit air handler can only provide 1 or the other service. In late spring, chillers are activated, and boilers shut down. In late fall, the reverse happens from cooling to heating. Reviewing the weather, decisions are made as to when this occurs each year. There can be times during this process that unseasonably hot or cold days cannot be accounted for, be prepared for these occurrences.

The following excerpts regarding responsibility are taken from the community’s Master Deed and Bylaws and provided for your convenience.

Master Deed, Article VI, Section C Common Elements The respective responsibilities for the maintenance, decoration, repair, and replacement are as follows:

(1) The costs of decoration and maintenance (but not repair or replacement except in cases of Co-owner fault) of all surfaces referred to in Article IV B (3) above shall be borne by the Co-owner of each Unit to which such Limited Common Elements are appurtenant.

(2) The costs of municipal water charges and charges related to heating and air conditioning for the entire Project, except for the thermostat and electricity to operate the HVAC blower in each Unit shall be borne by the Association. Each Co-owner shall be responsible for replacing the air handler filters on a regular basis. The filter shall be provided by the Association.

(3) The costs of maintenance, repair, and replacement of all General and Limited Common Elements other than as described above shall be borne by the Association

Bylaw Article IV, Section 2. Insurance

Each Co-owner shall be solely responsible to insure all alterations, upgrades, betterments, improvements, and additions to their Unit and its appurtenant Limited Common Elements whether made by the Developer or any owner of the Unit. Each Co-owner and the Association hereby waive their own and their insurers' rights of subrogation and recovery as to any claims against any Co-owner and the Association.

Bylaw Article V, Section 4. Co-owner Responsibility for Repair.

Each Co-owner shall be responsible for the reconstruction, repair, maintenance, replacement, and decoration of the interior of the Co-owner's Unit, including all finished flooring and floor coverings, all interior walls, wall coverings, interior trim and, including, without limitation the following items:

(a) All appliances within the Unit and supporting hardware, including, but not limited to, humidifier, air cleaner, garbage disposal, dishwasher, range, oven, range hood and vent fan, vent covers, filter, water softeners, water filters and water heaters, if any.

(b) Interior of entry door and its deadbolts, locking mechanism, handles and knobs on both sides of door, all interior doors and related hardware within the individual Unit.

(c) All electrical fixtures, and appliances within the individual Unit, including, but not limited to, doorbell and alarms systems (all components inside and out of Unit), wiring, lighting fixtures, switches, outlets, antenna outlets and circuit breakers or fuses.

(d) All plumbing fixtures including commodes, tubs, shower pans, shower stalls, shower enclosures, tub and shower caulking, faucets, rings, seals, washers, and water supply lines from the point of connection to the shut-off valve. In the event there is no shut-off valve, from the point of entry into the Unit.

(e) All cabinets, counters, sinks, either floor or wall mounted, and related hardware.

(f) All improvements and decorations including, but not limited to, paint, wallpaper, paneling, carpeting, linoleum, and trim.

(g) Individual Unit drain lines located within the Unit up to the point where the drain line exits the Unit at the wall or floor.

(h) All other items not specifically enumerated above which may be located within the individual Unit's perimeter walls except as otherwise specifically provided in the Amended and Restated Master Deed.

Bylaw Article VI, Section 3. Alterations and Modifications of Units and Common Elements. No Co-owner shall make alterations in exterior appearance or make structural modifications to the Co-owner's Unit (including interior walls through or in which there exist easements for support or utilities) or make changes in any of the Common Elements, Limited or General, without the advance express written approval of the Board of Directors (which approval shall be in recordable form), including, but not by way of limitation, exterior painting or the erection of antennas, lights, aerials, satellite dishes in excess of one meter, awnings, doors, shutters, newspaper holders or other exterior attachments or modifications, nor shall any Co-owner damage or make modifications or attachments to walls and/or floors between Units which in any way impairs sound conditioning. Satellite dishes of one meter or less will only be permitted as expressly permitted by rule of the Federal Communications Commission. No attachment, appliance or other item may be installed which is designed to kill or repel insects or other animals by light or humanly audible sound. All window treatments shall be in neutral tones. The Board of Directors may approve only such modifications as do not impair the soundness, safety, utility, or appearance of the Condominium.

The foregoing is subject to the applicable provisions of the Act governing improvements or modifications if the purpose of the improvement or modification is to facilitate access to or movement within the Unit for persons with disabilities under the circumstances provided for in the Act at MCL 559.147a, as amended from time to time.

Bylaw Article VI, Section 15. Co-owner Maintenance. Each Co-owner shall maintain his/her Unit and any Limited Common Elements appurtenant thereto for which he/she has maintenance responsibility in a safe, clean, and sanitary condition. Each Co-owner shall have the following duties and shall be fully liable for any and all expenses or damages, which may result from any failure to perform any of these duties:

- a) maintain his/her Unit and any Limited Common Elements appurtenant thereto (including balconies) for which he/she has maintenance responsibility in a safe, clean and sanitary condition, including but not Limited to replacing air handler filters when needed, caulking tubs and shower enclosures, grouting all tile work, replacing any leaking fixture and appliance.
- b) use due care to avoid damaging any of the Common Elements, other Units or their appurtenances, contents and improvements including, but not Limited to, the telephone, water, plumbing, electrical or other utility conduits and systems and any other elements in any Unit which are appurtenant to or which may affect any other Unit.
- c) maintain heat inside his/her Unit at a minimum of fifty degrees Fahrenheit during all periods of potentially freezing temperatures so as to prevent pipes from freezing.
- d) winterize (close water valves, shut off icemakers, drain and shut off humidifiers), in his/her Unit during all periods of absence when freezing temperatures may reasonably be anticipated.
- e) cause his/her Unit to be timely monitored during all periods of absence to assure that all windows and doors are securely closed and locked, no

water is escaping from any pipe or fixture or appliance and to assure that adequate heat is being maintained.

- f) promptly report to the Association any Common Element which has been damaged or which is otherwise in need of maintenance, repair or replacement and any other circumstances which if not promptly reported and attended to, could result in loss or damage to any Common Element or any Unit.
- g) adequately insure his/her Unit in accordance with Article IV.

Each Co-owner shall be responsible for damages or costs to the Association or to other Co-owners, as the case may be, resulting from negligent damage to or misuse of any of the Common Elements by the Co-owner, or his/her family, guests, tenants, land contract purchasers, agents, or invitees, unless such damages or costs are covered by insurance carried by the Association in which case there shall be no such responsibility (unless full reimbursement to the Association is excluded by virtue of a deductible provision, in which case the responsible Co-owner shall bear the expense to the extent of the deductible amount). Water shall not be wasted by any person and in the event of waste the Board of Directors shall have the authority to assess the excess consumption cost to the Co-owner of the Unit where the waste occurred. "Waste" shall mean and include water consumption arising from the failure (whether intentional or by virtue of negligence) to maintain appliances and/or failure to secure doors and/or windows, as determined by the Board of Directors in its reasonable discretion. Any costs or damages to the Association or to other Co-owners, as the case may be, may be assessed to and collected from the responsible Co-owner in the manner provided in Article II hereof. The Co-owners shall have the responsibility to report to the Association any Common Element which has been damaged or which is otherwise in need of maintenance, repair or replacement and any other circumstances which if not promptly reported and attended to, could result in loss or damage to any Common Element. All damages resulting from the failure of the Co-owner to report any of the foregoing items may be assessed to and collected from the responsible Co-owner in the manner provided in Article II hereof. Each Co-owner shall have these responsibilities and liabilities regardless of whether they occupy the Unit, or the Unit is occupied by their tenant, guest, etc

