



## **Crestwood Village Co-op Four, Inc.**

15-E Moccasin Drive Whiting, NJ 08759 732-350-0230

### **Member Maintenance Responsibilities**

**Maintenance and Repairs related to the Items listed below are the Member's Sole Responsibility - Member is responsible for maintenance of the Building Interior and all prior Additions and Alterations to Unit and Grounds by any Member\*\***

**Maintenance and repairs are available from our Maintenance Department for a fee and Members are encouraged by the Board to first contact the Maintenance Department for assistance and pricing related to repairs in all areas shown.**

Air-Conditioning Systems - Thru-the-wall and Central\*  
Aluminum/Vinyl Siding Damage caused by Member/Bushes etc.  
Appliances - all Major Appliances\*  
Attic Stairpaks\*  
Attic Vent Fans\*  
Awnings and Canopies\*  
Bath Fixtures - Tubs, Tile and Grouting  
Blown-in attic insulation (may obstruct ventilation)\*  
Bushes, Shrubs and Plantings by Member or Prior Member  
Clean up of Tree Debris  
Cabinets and Counter Tops  
Crawl Space Entrance Screens  
Doors - all Interior, Entrance, Storm & Sliding Glass Doors\*  
Electric Fixtures and Appliances  
Electrical Panels and Receptacles\*  
Extermination of ants, roaches, mice, rats, squirrels, etc.  
Flooring - Hardwood, Carpets and Vinyl  
Garage Doors and Electric Garage Door Openers\*  
Guard Rails and Hand Rails\*  
Handicap Access Ramps\*  
Heating Systems\*  
Hot Water Heaters and Timers\*  
Interior Lighting fixtures and Paddle fans  
Lawn Decorations

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### Member Maintenance Responsibilities (2)

Lawn Seeding and Chemical Treatments  
Lawn Sprinkler Systems\*  
Mailbox Nameplates  
Negligent Damage to Unit Interior or Exterior  
Ornamental Figures, Posts\*, Bird Baths etc.  
Painting Interior & Settlement Cracks  
Patios\*  
Patio Roofs and Enclosures\*  
Plumbing  
Satellite Dishes\*  
Shutters\*  
Skylights (solar/tubular)\*  
Solar Lights  
Sprinkler Heads\*  
Temporary Canopies\* (See Rules & Regs 3.13)  
Tool Bins (See Rules & Regs 3.6)  
Trees Planted by any Member\*  
Walkways and Concrete Slabs added by any Member\*  
Washing Machine Hoses  
Window Treatments  
Windows - Replacement Windows\*

**\* *New or Replacement may require an Application for Architectural Modification (AAM)***

***\*\*If a Member fails to maintain the Unit interior in proper repair the Co-op By-Laws authorize the Board of Trustees to serve the Member written Notice regarding needed repairs, and in the event repairs are not made within 10 days of such Notice, to enter the Unit, make repairs and assess the Member's Account for the cost of such repairs.***