

Parkview Townhomes Association

INTERIOR MAINTENANCE RESPONSIBILITY OF THE OWNER

Maintenance Required:

Maintenance Request Form—Complete the Parkview Townhome Maintenance Request Form with a description of work or problems that needs to be completed as soon as possible. Forms may be obtained from the Secretary.

Submitting Request Form—Send the completed form to the Secretary through the mail at 2400 24th Avenue South or the black drop-off box located by the 24th Avenue South mailboxes.

Scheduling of Work Requested—The Secretary will contact you and arrangements will be made to complete the requested work.

Interior Water Damage—Report all water damage/leaks to the Secretary as soon as possible. Parkview Association will repair or reimburse the owner the value of damaged interior materials caused by water leaks from surfaces maintained by the Association. For example if a painted wall is damaged and the owner wants to replace the wall with wallpaper, the Association will reimburse the cost of the paint. Any added cost for the upgrade is the responsibility of the owner. Please note if after beginning the repair it is found that the water damage was not caused by surfaces maintained by the Association; the owner is responsible for repair or replacement as needed.

EXTERIOR MAINTENANCE RESPONSIBILITIES OF PARKVIEW ASSOCIATION:

EXTERIOR OF BUILDINGS:

Roof Shingles—Repair and replace.

Attic Vent/Turbines—Oil, repair, or replace.

Gutters—Clean annually.

Building Brick Veneer, Building Concrete Block Foundation—Caulking, repair, and replace as needed.

Garage Door Outside Light—Replace light bulb and light sensor as needed. Notify the Secretary when light is not working.

Siding—Covered by a warranty. New owners must pay the warranty-transfer fee.

Roads, Driveways, Primary Sidewalks, and Parking Spaces—Remove snow, repair, and replace.

Grounds—Lawn mowing, weed control, fertilization, and replacement.

EXTERIOR MAINTENANCE RESPONSIBILITIES BY THE OWNER:

EXTERIOR OF BUILDINGS:

Siding—All punctures/holes made to the siding is the owner's responsibility to repair.

Exterior Outside Doors—Board approval needed as to design and white/cream.

Garage Door—Replacement of garage door is owner's responsibility. The board requires a specific door style and windows that must be installed. Call Secretary for information and approval.

Gutters and Downspouts: Damaged or lost gutters and downspouts will be billed to the owner.

Garage Concrete Slab and Garage Door Aprons—Not maintained, repaired, or replaced by Parkview Association.

Front Door/Porch Light—Owner’s responsibility. When replacing light fixture, it must be white.

Windows/Patio Casing and Glass—Not maintained, repaired, or replaced by Parkview Association. Windows must remain consistent with Parkview’s décor. No additional windows may be added.

Windows—Patio doors may be sliding or French. Bedroom window must have two glass panes as in the original window but may be sliding or casement in type. Large living room window may have three panes as in original or one large pain. Storm windows/doors may be added to windows/patio door but must have white window casing. A white quality storm/screen door may be added to the entry door but will not be maintained by the Parkview Association.

Window Awnings—The Board of Directors will not approve any additional window awnings.

External Heat Pump—Not maintained, repaired, or replaced by Parkview Association.

Patio—Not maintained, repaired, or replaced by Parkview Association. Board approval is required for replacement or modification of patio surface within the fence. If not maintained properly, the association has the right to clean the patio area. This will be billed to the owner. Arrange for the proper disposal of your materials by calling the city.

Fence/Gates—Owner’s responsibility. NOTE: The sheds and fences move during the winter due to the ground freezing. Please prop your gate open during the winter so the gate, fence and/or house is not damaged due to winter movement. (Must go through Board of Directors to get approval for new fences except if purchased from A & L Siding.) A & L Siding will provide a lifetime warranty with their products. If the owners choose to do the fence themselves, they will be responsible for the maintenance of the fence. All fences must be white in color, vinyl, and maintenance free. The fence must have no grass one foot around the fence.

Landscaping—Owners must obtain Board of Directors approval before any permanent additions or modifications of landscape structures (i.e. walls, trellises, and planters). Parkview Association will not maintain landscape structure. Small plants and shrubs may be added within three feet of building and/or fences. The Board of Directors must first approve addition of shrubs and plants outside this three-foot area. Please do not use plants that may release or drop berry or fruit. If not maintained properly, the association has the right to clean the landscape area. This will be billed to the owner.

Restraint of Pets—All pets must be leashed when outside the patio area. Pets are not to obstruct the sidewalks. If loose pets are found on Parkview Association property, please call the Grand Forks Police (746–2500) so that the loose pet can be removed. It is the owner’s responsibility to pay any resulting fines. Please be considerate of your neighbors. If a problem occurs, visit with your neighbor immediately.

Clean Up After Pets—All droppings inside and outside the patio area must be removed immediately. Please be considerate of your neighbor when walking your pets. Owners who do not clean up after their pets will be reported to the Grand Forks Health Department (746–2525). It is the owner’s responsibility to pay any resulting fines.

Satellite/Dish—Need approval from the Board of Directors to mount satellite equipment. Any damage will be owner’s responsibility.

PARKING RESTRICTIONS:

Streets—Parkview Circle is a Fire Lane and **NO** parking is allowed. Motor vehicles found parking along Parkview Circle will be towed at owners’ expense. To have motor vehicles towed, call your assigned Board of Director.

Driveways/Parkview Spaces—Please park only in your own driveway and/or parking space. Please advise your guests to park only in your driveway/parking space or on a public street. Motor homes/trailers/boats of any kind may be parked in the driveway/parking spaces for short periods of time. To have motor vehicles towed, call your assigned Board of Director.

Snow Removal—Owners are responsible to move their vehicle(s) for snow removal. If owner chooses not to move its vehicle(s) for snow removal, car will be towed at owners’ expense.