

CANALSIDE HOMEOWNERS ASSOCIATION
RESPONSIBILITY MATRIX - Effective July 1, 2023

Association	Homeowner
Architecture (e.g., maintenance & repair of buildings, roadways)	
Buildings, garages and trim (including painting of wooden garage doors)	Damage caused by a negligent or willful act of omission by homeowner or their guests
Canalside entryway walls, signs & lighting	Deck, railings & stairs (see Deck standard)
Chimneys & chimney caps	Egress & other window wells
Dock & retaining wall	Exterior electrical outlets & hose bibs
Gutters, downspouts & drain system	Exterior windows washing
Mailboxes	Fireplace, interior masonry & flue
Outside light fixtures	Foundation, basement and garage floor
Party walls (i.e., firewall between units)	Front stoop, steps & railing (see Walkway standard)
Privacy walls & lattice fences	Garage door, hardware & track
Roadways, parking areas & driveways	Insulation & prevention of ice dams
Roofs(Note: interior repairs resulting from a roof leak are the homeowner's responsibility)	Interior & exterior doors, including storm doors (see Approved ext. door colors)
Public walkway(s)	Mailbox keys
Streetlights, poles & wiring	Replacement of ext. light bulbs controlled by unit
Utility lines that service more than one unit	Sewer, water, gas, electrical wiring/conduit or other utility lines servicing an individual unit
	Sidewalk (see Walkway standard)
	Unit interior, including mechanical systems
	Variance Request required for <u>any</u> exterior alteration or repair (may take 30 days for Board approval)
	Windows must maintain standard window grid style. Any broken grids must be repaired or replaced.

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Grounds (e.g., landscaping, weed & pest control)	
Exterior extermination/spraying for insects, spiders, bees, ants, rodents, animals, etc. in common areas as approved by the Board	Interior extermination/spraying for insects, spiders, bees, ants, rodents, animals, etc.
Mowing, fertilizing & weed control	Maintaining shrubs, plantings & mulch in homeowner gardens along unit's basement walls and decks (see Standards for Homeowner Gardens) (Note: Association or its contractor(s) are not responsible for any damages from over-spraying)
Trimming & spraying all shrubs and trees	Edging & weeding and mulching of homeowner gardens
Removing dead trees and stumps	Watering plantings & lawn, including common areas
Maintaining trees, shrubs, plantings & mulch installed by the Association in common areas	
Trimming and weeding in common areas on the canal side, street side and entryway	
Financial	
Insurance for Building Damage, Umbrella Liability, Environmental Damage and Directors & Officers Liability	Insurance for Interior Damage over original construction (e.g., finished basement, hardwood flooring), personal property, furniture & fixtures and Liability
Legal & Audit Services	Expenses for hookup and use of sewer, water, gas, electric & cable services (trash & recycling pickup provided by the Village of Fairport)
Management Company - Property Manager & Accounting Services	Taxes on Unit
Taxes for Association or common areas	

Notes

1. Also see [Canalside Homeowner Handbook](#) (thirteenth edition, rev. April, 2018)
2. For responsibilities related to emergencies, see [Homeowner Emergency Response Plan Recommendations](#) (Jan., 2021)