

Sea Pines at Bon Secour
Condominium Association and Owner Responsibilities
Updated September 12, 2024

This document is for informational purposes only. The information contained herein can change without notice. If a conflict arises between this document and the Condominium Declarations, By-Laws, and Community Policies and Guidelines, the information contained within the Condominium Declarations, By-Laws, and Community Policies and Guidelines prevails.

Maintenance Description	COA	Owner	Notes
Maintenance and repairs of common areas and facilities	X		Except in cases of homeowner negligence or the negligence of homeowner's pet or guest
Exterior building maintenance and repair	X		Except items listed in the next category
Maintenance and repair of windows, screens, window and door frames, doors, garage doors, screen doors, skylights, and fireplace flues. Interior damages caused by water intrusion from outside or in the common wall areas will be the owner's personal insurance responsibility.		X	Including exterior light bulbs. *See Note Below* Declarations Article IX, 9.06, Limitation of Liability
Maintenance and repair of porches, patios	X		Except in cases of homeowner negligence or the negligence of homeowner's pet or guest
Fencing maintenance and replacement	X		Except gates installed by owners and in cases of homeowner negligence or pet or guest negligence
Maintenance and repair of Unit HVAC system		X	
Party wall maintenance and repair		X	Defined as a wall built to serve and separate any two or more adjoining units. Cost of damage to be split between owners or make use of the wall in equal proportions, except in cases of negligence or willful damage, in which case the responsible party will bear the total cost of repair
Cleaning of gutters and downspouts	X		Twice yearly for condos in back Once yearly for front condos
Landscape maintenance, and replacements – outside of sidewalks	X		Except for any plantings done by the owner
Landscape Maintenance, and replacements including replacing mulch – Inside of sidewalks and all owner's personal plantings areas.		X	

Weeding and grass clipping	X		Except inside of sidewalk and personal mulched areas
Lawn and landscape irrigation	X		Provided for common areas only
Repair and replacement of mailboxes	X		
Caulking of doors and windows	X		
Annual application of mulch		X	This only applies to the areas inside of sidewalks and all owner planting areas.
Pest control termites and insects, outside units	X		
Unit Security Systems Keys for Emergency Use		X	Key box codes or keys for emergency use to be given to Management Company or a trusted neighbor.
Clubhouse and pool maintenance.	X		
Pond Maintenance	X		
Interior unit maintenance To include water intrusion.		X	All interior damages to be paid by owner's personal insurance policy.
Satellite TV dish installation		X	Written approval required by the Board of Directors before installation, owner responsible for any damage caused by installation or operation of the TV dish
Insurance - The Condominium Association provides "special broad form casualty insurance" See Third Amendment to Condominium Declarations 11.01 and 11.02 *See Declarations Article IX, 9.06, Limitation of Liability			
Property Ownership Type:			

You live in a condominium. A condominium is a multiple-unit or single-unit dwelling in which there is a separate and distinct ownership of individual units and joint ownership of common area. Common areas and facilities are defined as, and consist of, all portions of the property, except the individual condominium units and include the clubhouse, entrances and exits, streets, roadways, parking lots, walkways, patios, and patio fencing, mailboxes, land, landscaping, pipes, wires, cables, ducts, conduits, chimneys, public utility lines, and other utility installations to their respective meters not located within the condominium unit boundaries as shown on the plans unless said items serve another condominium unit, and structural parts of the building including structural columns located within the boundaries to a condominium unit. In other words, a condominium owner owns the inside of the unit, but doesn't own common area or facilities, including their lot. The owners' individual units in the community are jointly responsible for the costs of maintaining the common areas and facilities, but they are individually responsible for interior maintenance expenses of their particular units. An individual who purchases a unit in a condominium receives title to such unit in fee simple, owning it outright. The owner has all legal rights incident to ownership, including the right to sell, absent a Restrictive Covenant limiting in use.

Title to a condominium also encompasses ownership to the land and common areas with the remaining unit owners. The individual owner has certain rights, such as use of the common areas, and certain obligations, such as paying their share of the expenses incurred for maintenance or improvements of the common areas, regardless of whether the individual owner approves of the upkeep or improvements.

Condominium unit owners must adhere to the Condominium Declarations, By-Laws and Community Policies and Guidelines. These documents - the rules and regulations by which the condominium association governs itself - are generally drafted by the developer of the condominium and/or the original purchasers of the individual units. The documents establish procedures for electing officers or board members of the condominium association, conducting meetings, and handling routine building maintenance and issuance for the common areas. They prescribe any restrictions that may be imposed on the sale of individual and penalties for violations of the rule