

Refined Maintenance Responsibility Chart

As homeowner issues come up, the board should monitor and revise/update/clarify the maintenance responsibility chart.

Cost to refine impacted by lawyer fee?

Thought Process: Each additional Association responsibility will mean a cost associated with the responsibility, leading to a potential for increasing HOA dues.

Maintenance Responsibility Chart for Meadowood Crossings:

Item	Responsibility	Notes for Board
Architectural Modifications	HOMEOWNER	
Interior Attic Vents & Fans	HOMEOWNER	
Club House and Swimming Pool Amenities	HOA	
Common area fencing - clean, stain, repair	HOA	
Common area lighting	HOA	
Concrete patios/repairs/replacement including cracks or foundation issues	HOMEOWNER	
Damage to landscaping caused by resident, employee or guest, autos, repairs, spills, pets, etc	HOMEOWNER	
Deck staining	HOA	

Deck replacement and repair	HOMEOWNER	
Driveway repair	HOMEOWNER	
Exterior Doors and Fixtures / repair or replacement	HOA	
Exterior Fascia and Trim: replace and paint (as scheduled)	HOA	
Exterior door painting (HOA does not paint doors that are behind a storm door)	HOA	
Exterior Townhouse Numbers *standardized	HOA	
Exterior Siding, and other Exterior Vinyl Surfaces	HOA	
Exterior Townhome wall facade of brick	HOA	
Exterior - Shutters	HOA	
Exterior Pillars including their trim and brick supports	HOA	
Extra cost of painting due to owner negligence (changing the color or using the wrong type of paint.	HOMEOWNER	
Foundation/structural parts of home	HOMEOWNER	
Garage Door	HOMEOWNER	
Grounds/Landscaping (Townhomes) - Lawn maintenance (mowing, edging, weed control, general pruning)	HOA	
Grounds/Landscaping (Common Areas)	HOA	

Grounds/Landscaping (Homeowner installed)	HOMEOWNER	
Gutter Cleaning and Roof Blowoff (as scheduled - twice a year)	HOA	
Gutter repair and replacement (<u>including underground downspout extensions</u>)	HOA	
Heating/AC unit & feeder lines	HOMEOWNER	
Interior repairs caused by leaks	HOMEOWNER	
Light fixtures attached to the Townhomes (No other exterior electrical like doorbells are covered)	HOA	
Mailbox repair/replacement (as scheduled)	HOA	
Meter leaks or replacement	HOMEOWNER	
Pest control - interior and exterior, except termites	HOMEOWNER	
Pressure Washing of Exterior of Townhomes (once a year)	HOA	
Pressure Cleaning of Mailboxes (as scheduled)	HOA	
Roof (includes Vent Covers and Boots) - Non Structural	HOA	
Screens, Screen doors and screened porches	HOMEOWNER	
Signs provided in Common Areas	HOA	
Streets and Curb Repairs	HOA	
Street Lights	HOA	

Storm Doors (ARC approval required)	HOMEOWNER	
Termite warranty & inspection	HOA	
Tree Removal (Homeowner's front yard) if tree dies, is diseased beyond repair, or falls due to natural disaster	HOA	
Healthy Tree Removal, Stump Grinding and Removal on owner's property (By Owner's ARC Request Only)	HOMEOWNER	
Tree Replacement on Homeowner's Property (ARC approval for type of tree and location)	HOMEOWNER	
Trees within Common Areas	HOA	
Damage from termites when noted on inspection	HOA	
Damage from termites when owner doesn't provide access to vendor for inspection	HOMEOWNER	
Tree trimming and treatment maintenance (as scheduled)	HOA	
Water lines - common areas	HOA	
Water lines from home to street	HOMEOWNER	
Weatherstripping doors and windows	HOMEOWNER	
Window - frames, encasements & glass	HOMEOWNER	
Walkways (This pertains to the pathway from the driveway to the front door, including steps, stoops,	HOA	

and the brick stairs. It excludes the wooden decking and concrete patios.)		
Wrought iron railing repair, paint and/or replace	HOA	