

MAINTENANCE RESPONSIBILITY GUIDELINES¹

THE WARE TOWNHOMES

Maintenance Item	Responsible Party	Comments
Awnings	Owner	<i>See Declaration, Article III, Section 3.03(c).</i>
Doors, Exterior Surface of Exterior Doors, including townhouse exterior entry doors, garage doors, and storage area doors	Owner/Association	Owners are responsible for repair and replacement. Association is responsible for maintenance of the exterior surfaces of exterior doors as part of any repainting or re-staining of other exterior surfaces of the Dwellings. <i>See Declaration, Article III, Section 3.03 (c).</i>
Doors, including townhouse entry doors, garage doors, storage area doors and appurtenant hardware including doorbells, knockers, and locks,	Owner	<i>See Declaration, Article III, Section 3.03(c).</i>
Downspouts	Association	The Association is responsible for exterior maintenance of a Dwelling. <i>See Declaration, Article III, Section 3.03(c).</i>
Driveway, on Lot	Owner/Master Association	Lot Owner is responsible for maintenance of driveway on its Lot, but not responsible for any portions of driveway that are Common Elements or subject to an easement for common use or other easement on Plat or subject to maintenance by Master Association in accordance with the Master Declaration. <i>See Declaration, Article III, Section 3.03(d).</i>
Entry Steps, Dwelling (front and back if applicable)	Owner	<i>See Declaration, Article III, Section 3.03(c).</i>
Exterior Building Surfaces	Association	The Association is responsible for exterior maintenance on each Dwelling, for which a certificate of occupancy has been issued, including repainting or re-staining. <i>See Declaration, Article III, Section 3.03(c)</i>

¹ These guidelines provide generalized information regarding the party responsible for common maintenance items as of August 2020.

Maintenance Item	Responsible Party	Comments
Fencing, installed on a Lot <i>after</i> the applicable Owner's closing of such Lot	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
Foundations	Owner	<i>See</i> Declaration, Article III, Section 3.03 (c).
Glass Panes	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
Gutters	Association	<i>See</i> Declaration, Article III, Section 3.03(c).
Hose Bibs	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
HVAC units	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
Insurance Coverage on Dwellings	Association/Owner	<u>Owner</u>: Shall obtain and maintain insurance covering their Dwelling and other improvements on their Lot. <i>See</i> Declaration, Article VII, Section 7.5 <u>Association</u>: The Association may obtain and maintain property insurance for all buildings containing a Dwelling, and the Dwellings therein, including all fixtures, finishes, cabinetry, floor coverings and appliances attached or affixed to a Dwelling. <i>See</i> First Amendment to Declaration, Article VII, Section 7.6, recorded October 17, 2019.
Landscaping	Association	The Association is responsible for maintenance of all Yard Materials, which consists of grass, trees, plants, shrubs, flowers, and fences installed at a closing of a Lot by the Developer, Association, or Builder. <i>See</i> Declaration, Article III, Section 3.03(d).
Light fixtures/bulbs	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
Mailboxes	Association	<i>See</i> Declaration, Article III, Section 3.03(d).
Mechanical Facilities	Owner	<i>See</i> Declaration, Article XIII, Section 13.1
Parking Area	Association/Owner	Owner is responsible for any portion of parking area on its Lot that is not maintained by Association or Master Association. <i>See</i> Declaration, Article XIII, Section 13.1
Patio (front and back)	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
Pedestrian Access Easement	Master Association	<i>See</i> Declaration, Article III, Section 3.03(b).
Private Alley, on a Lot	Owner/Master Association	Lot Owner is responsible for maintenance of any private alley on its Lot, but not responsible for any portions of private alley that are Common Elements or subject to an easement for common use or other easement on Plat or subject to maintenance by Master Association in accordance with the Master Declaration. <i>See</i> Declaration, Article III, Section 3.03(d).

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Porch (front and back)	Owner	<i>See Declaration, Article III, Section 3.03(c).</i>
Roof Coverings	Association	The Association is responsible for exterior maintenance of Dwellings. <i>See Declaration, Article III, Section 3.03(c).</i>
Rooftop Terrace, if any	Owner	The Owner is responsible for maintenance. <i>See Declaration, Article III, Section 3.03(c).</i>
Screens	Owner	<i>See Declaration, Article III, Section 3.03(c).</i>
Sidewalks in or adjacent to the Properties	Association	<i>See Declaration, Article III, Section 3.03(p).</i>
Snow and Ice removal from each Lot	Owner	<i>See Declaration, Article XIII, Section 13.1.</i>
Stoops	Owner	<i>See Declaration, Article III, Section 3.03(c).</i>
Stormwater control facilities and measures	Master Association	<i>See Declaration, Article III, Section 3.04; See Stormwater Agreement.</i>
Variable Width Cross Access Easement, on the Lots	Association/Master Association	Master Association maintains remaining portion of the easement not already maintained by the Association as described in Declaration, Article III, Section 3.03(b) and Exhibit B.
Walkways, on Lot	Owner/Master Association	Lot Owner is responsible for maintenance of any walkway on its Lot, but not responsible for any portions of walkway that is Common Elements or subject to an easement for common use or other easement on Plat or subject to maintenance by Master Association in accordance with the Master Declaration. <i>See Declaration, Article III, Section 3.03(d).</i>
Party Walls	Owners	Costs of maintenance shall be shared by Owners of Townhouses that share the wall, in proportion to such use. However, each Owner is responsible for usual and routine maintenance (for example, painting) of the portion of any party wall on the inside of such Owner's Dwelling. <i>See Declaration, Article XIX, Section 19.1</i>

Maintenance Item	Responsible Party	Comments
Water/Sewer	Owner/Association	<u>Association</u>: All water and sewer lines and related facilities (excluding meters that measure usage) serving more than one Dwelling that is not maintained by Master Association or a governmental entity. <u>Owner</u>: each Lot responsible for all maintenance of water and sewer lines and facilities on such Lot that are for the exclusive use of the Dwelling. <i>See</i> Declaration, Article III, Section 3.03(e) & (f).
Window Frames	Owner/Association	Owners are responsible for repair and replacement. Association is responsible for painting of surfaces visible from the exterior of the building or from common area. <i>See</i> Declaration, Article III, Section 3.03(c).
Windows	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).
Window Screens	Owner	<i>See</i> Declaration, Article III, Section 3.03(c).

Exterior Maintenance of Lots and Dwellings by the Association contemplated under the Declaration is routine maintenance and long term capital maintenance (for example, replacement of roof materials that over time have become unsuitable for their intended purpose) and is not repair or replacement of improvements damaged or destroyed by acts of Force Majeure. *See* Declaration, Article III, Section 3.03(c).

The Association is not responsible for maintaining Yard Materials, including any grass, trees, plants, shrubs, flowers, fences installed after a closing of a Lot, other than that installed by the Declarant, Builder, or the Association. *See* Declaration, Article III, Section 3.03(d).