

Luxury Townhomes of Huntington Woods QUICK REFERENCE GUIDE TO RESPONSIBILITIES

Description	Responsibility		Homeowners Responsibility	Notes
	Capital Items - Reserve Fund	Monthly Operating Expense		
Air Conditioner - maintenance, repair, replacement			X	
Alterations (Exterior, Rear, Side) - any alternations or additions to and/or removal of any existing areas, including landscaping beds, rear hillside, installation of any pond, waterfall, hot tub, enclosed porches, etc.			X	*
Basement Leakage- maintenance, structural repairs, other repairs & remedies			X	
Brick (Exterior) - maintenance, repair, regrouting, cleaning, replacement			X	
Chimney - all interior & exterior maintenance, repair, replacement, cleaning			X	
Doors (Exterior Front/Rear) (including hardware, glass, frames, etc.) - maintenance, replacement, repair, cleaning; if door is replaced and needs painted and unit is not slated to be painted shortly, then painting the requisite color is responsibility of owner			X	*
Driveway - snow removal		X		
Driveway - maintenance, repair, resealing, resurfacing, replacement, cleaning			X	
Electrical Issues - all			X	
Exterior - any alternations or additions to and/or removal of any existing areas, including landscaping beds, rear hillside, installation of any pond, waterfall, hot tub, enclosed porches, etc.			X	*
Exterior Wall Surfaces (Brick Facing) - maintenance, repair, regrouting, cleaning, replacement			X	
Exterior Wall Surfaces (Soffit & Fascia) - maintenance, repair, regrouting, cleaning, replacement			X	
Exterior Wall Surfaces (Soffit & Fascia) - painting only		X		
Exterior Wall Surfaces (Wood Trim) - maintenance, repair, regrouting, cleaning, replacement			X	
Exterior Wall Surfaces (Wood Trim) - painting only		X		
Exterminating - exterior of units only - routine exterminating		X		
Fences (Privacy) - painting only		X		
Fences (Privacy) - repair, maintenance, replacement			X	
Fireplaces - in all regards			X	
French Drain - cleaning of debris, dirt, weeding, etc.			X	
French Drain - yearly flushing		X		
Front Porch/Steps - maintenance, repair, replacement, cleaning, snow shoveling			X	
Garage Doors - (including mechanical parts) - maintenance, repair, replacement			X	
Garage Doors - painting only		X		
Gas Lamps - gas leaks			X	
Gas Lamps - yearly maintenance, repair, replacement, cleaning, and occasional painting (excluding any investigation into potential gas leaks)		X		
Gas Line - repairs, maintenance, replacement, excavation of dirt, leaks			X	
Gutters & Downspouts - annual flushing		X		
Gutters & Downspouts (Clogs) - any investigation to determine cause (above or below ground)			X	

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Gutters & Downspouts - maintenance, repair, replacement			X	
Hot Tubs - installation, repair, replacement, maintenance, repair to landscaping due to installation, resulting structural damage, damage to original patio upon removal, etc.			X	*
Insurance - association/directors' liability insurance		X		
Insurance - blanket policy covering common area liability		X		
Insurance - homeowner policy			X	
interior (Ali) -- modifications, repair, water damage, maintenance, etc.			X	
Lamp Post - gas leaks			X	
Lamp Post - yearly maintenance, repair, replacement, cleaning, and occasional painting (excluding any investigation into potential gas leaks)		X		
Landscaping (General) - fertilizing, mulching (front/side only), leaf removal, pruning (front/side only), bed cleaning and weeding (front/side only); mowing all common areas, front, rear, fall clean up (leaf removal); replacing trees/shrubs		X		
Landscaping (Trees/Shrubs) - replacement of shrubs/trees (front/side only), and grass lost to natural causes		X		
Landscaping - watering of newly replaced shrubs, trees, plants, etc.			X	
Landscaping - (Rear of Units) — weeding, planting, trimming, pruning, mulching, watering, maintenance, drainage issues, landslides, etc.			X	
Landscaping (Alterations) - to front/side/rear beds, hillsides, etc.			X	*
Landscaping (Flowers) - planting of annual flowers/grasses			X	
Leaf removal - done by landscaper in fall in all areas		X		
Leaks (Interior) basement, wall, etc. — maintenance, structural repairs, other repairs & remedies			X	
Lighting (Outdoor) patio/porch/driveway - repair, replacement, maintenance			X	
Mailboxes - repair, replacement, maintenance, leaning posts		X		
Painting - exterior wood, soffit & fascia, doors, railings, trim, gutters, privacy fences, lamp posts, etc.		X		
Patio, Concrete (Original Design) - maintenance, repair, replacement			X	
Patio (Modified beyond original design) - maintenance, repair, replacement, resultant structural damage			X	*
Porch (Front) - maintenance, repair, replacement, cleaning, snow shoveling			X	
Privacy Fences (Rear) - painting only		X		
Privacy Fences (Rear) - repair, maintenance, replacement			X	
Retaining Walls (and attached steps) - maintenance, repair, replacement			X	
Roof & Eaves - maintenance, repair, replacement, exterior leaks	X			
Roof & Eaves - replacement	X			
Satellite Dishes			X	*
Sewer System- all portions of systems, including excavation of dirt, snaking, repair, replacement, drainage issues			X	

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Sidewalks (both front walk parallel to street and sidewalks on property) - maintenance, repair, replacement			X	
Siding (Wood) - replacement, repairs, maintenance			X	
Siding (Wood) - painting only		X		
Skylights - maintenance, caulking, flashing, repair, replacement, incidental inside damage			X	
Snow Removal - driveways, front sidewalk (parallel to street)		X		
Snow Removal - porches, pathways, sidewalks on individual units			X	
Soffit & Fascia - maintenance, repair, regrouting, cleaning, replacement			X	
Soffit & Fascia - painting only		X		
Steps (Front) - repair, maintenance, replacement, cleaning, snow shoveling			X	
Storm Doors/Screen Doors - maintenance, repair, replacement, painting to requisite color			X	*
Trash Removal - payment of fees for trash collection, removal of cans from curb within 24 hours of pick up			X	
Trim (Wood) • maintenance, repair, regrouting, cleaning, replacement			X	
Trim (Wood) - painting only		X		
Utilities (All)			X	
Vents - furnace, hot water, chimney, dryer			X	
Water Line - re irs, maintenance, re • lacement, includin • excavation of dirt, etc.			X	
Water Damage (Interior) - even if roof related, all interior damage Is responsibility of owner and may be turned into homeowners insurance			X	
Waterfalls,. onds - installation, repair, maintenance, resultant structural damage			X	
Windows - (frames, glass, screens, sills) - maintenance, repair, replacement, leaks			X	
Wood Trim - maintenance, repair, regrouting, cleaning, replacement			X	
Wood Trim - painting only		X		

\* REQUIRES BOARD APPROVAL