

Castle Creek Homeowners Association Maintenance Matrix

Exhibit A of the Rules and Regulations, for the use of Class A Association Members.

Item Description	Owner	Association	Comments
STRUCTURAL			
Roofs		X	CCHA is responsible for roof repairs and the replacement of roofs to be paid from the Association's Reserve Fund, provided the roof has not been damaged by unapproved construction, such as unapproved or irresponsible installation of a satellite dish
Gutters & Downspouts		X	CCHA is responsible for repairs and replacements, and semi-annual cleaning; any additional cleanings are the responsibility of the Owner
Siding	X	X	Owners are responsible for routine cleaning of siding as may be required from time to time; CCHA is responsible for repair and replacement of siding and regularly-scheduled painting of the exterior of units including trim, doors, and shutters
Windows	X		Owners must repair and replace all windows as needed or desired (CCHA approval required for replacement)
Front Doors	X	X	Owners must repair and replace the unit's front door as needed or desired (CCHA approval required for replacement); CCHA is responsible for regularly-scheduled painting
Rear Doors	X		Owners must repair and replace the unit's rear door as needed or desired, including painting (CCHA approval required for replacement)
Storm/Screen Doors	X		Owners must install, repair, and replace storm or screen doors as needed or desired (CCHA approval required for installation or replacement)
Garage Doors	X		Owners must repair, paint, and replace the garage door as needed or desired (CCHA approval required for replacement)
Front Porches	X	X	Owners are responsible for routine cleaning of porches and repair or replacement of the sidewalks and steps leading to the front stoops; CCHA will repair, paint, and replace the varying styles of front porches as needed; CCHA is responsible for the concrete repairs and replacements of front stoops (not including the steps or sidewalk)
Rear Decks	X	X	Owners must clean and stain annually; CCHA is responsible for repairs and replacements, provided the owner has not conducted unapproved modification of the deck or failed to maintain the deck by annual cleaning and staining
Rear Patios	X		Owners must keep patios clean and in compliance; CCHA is responsible for repairs (cracks, etc.) and replacements
Privacy Fences	X	X	Owners must clean and stain regularly; CCHA is responsible for installation, repairs, and replacement

Item Description	Owner	Association	Comments
STRUCTURAL (CONT'D)			
Chimneys	X	X	Owners are responsible for routine cleaning of chimney siding and interiors; CCHA will repair damages provided the owner has not conducted unapproved construction
Exterior Light Fixtures	X	X	CCHA is responsible for the maintenance to the security lights on the front and rear of units; Owners are responsible for the maintenance and replacement of porch light fixtures and lampposts
Driveways	X		Owners are responsible for the maintenance and replacement of unit driveways
Parking Pads	X	X	CCHA is responsible for the maintenance and replacement of parking pads owned by CCHA; Owners are responsible for the winter maintenance of the resident parking pads
Foundational Walls	X		Owners are responsible for any repairs to foundational walls, whether they serve an individual Unit or are shared with an adjoining Unit
Retaining Walls	X		Owners are responsible for any repairs or replacements of retaining walls on the property
UTILITIES & PLUMBING			
Water Lines	X		Owners are responsible for the lines that serve their Unit from the provider's main line to the output within their Unit
Electric Lines	X		Owners are responsible for the lines that serve their Unit from the provider's main line to the output within their Unit
Gas Lines	X		Owners are responsible for the lines that serve their Unit from the provider's main line to the output within their Unit
Sewer Lines	X		Owners are responsible for the lines that serve their Unit from the provider's main line to the output within their Unit
Cable Lines	X		Owners are responsible for the elective installation of cable service (CCHA approval required if wires are to be hung on the building exterior rather than buried)
Satellite Dishes	X		Owners are required to submit request for addition of a satellite dish to the property; (CCHA approval is required prior to installation in any location)

Item Description	Owner	Association	Comments
LANDSCAPING & GROUNDS			
Trees and shrubs	X		Owners are responsible for the maintenance, removal, and replacement of trees, shrubs, flowers, and other plants on their properties; CCHA reserves the right to require the pruning or removal of trees
Grass Cuffing		X	CCHA will provide grass cuffing to Common Areas and Unit yards; Owners are required to keep yards free of items which would encumber mowing
Pest Control	X	X	CCHA will provide bee control to Common Areas; and ground pest control to some Common Area plants and grasses as needed; services beyond this scope are the responsibility of the unit Owners
Special treatments	X	X	CCHA will provide fertilization to the Common Areas and yards surrounding units; fertilization, weed control, or grass seed outside of these treatments is the responsibility of the Unit Owner
OTHER			
Sidewalks	X	X	Owners are responsible for weather maintenance (shoveling and salting) and repair or replacement of their walkways leading to front doors; CCHA is responsible for the weather maintenance and repair or replacement of the community sidewalks that run parallel with the street
Storm Drains			Seven Fields Borough is responsible for storm drain maintenance
Mailboxes		X	CCHA will replace and repair mailboxes as needed; USPS is responsible for locks and keys