HOA Responsibility Matrix	HOA	OWNER
Summer Maintenance Landscaping		
Lawn Mowing & Chemical treatments	X	
Tree and Shrub Pruning	X	
Leaf Removal	X	
Mulch Replacement	X	
Watering		X
Pet Waste Removal		X
Shrub Replacement for Builder Installed Plants	X	
Weeding Planting Beds	X	
Winter Maintenance		
Roadway/Driveway Snow Removal	X	
Shoveling Walk and Front of Garage	X	
Roadway Salting (when deemed necessary)	X	
Driveway and Sidewalk Salting		X
Maintenance - Units		
Siding, Shutters, Vent Covers & Masonry	X	
Walkways	X	
Gutters & Downspouts	X	
Interior Walls		X
Concrete Stoop & Stair Repair	X	
Patio/Deck/ Modifications or Additions *1		X
Mailbox replacement	X	
Exterior Lighting/Receptacles		
Exterior Light Fixtures	X	
Blub Replacement		X
Garage Carriage Lights	X	
Installed by Homeowner *1		X
Intercom - Doorbell System		X
Internal Electrical		X
Rainwater/ Snow Melt		
Damage Due to Ice Damming, Rain, Snow Melt	X	
Storm Drain	X	

HOA Responsibility Matrix	HOA	OWNER
Chimneys & Fireplaces		
Interior Components		X
Exterior Components		X
Fireplace - Internals		X
Doors		
All Exterior Doors/Locks/Hardware		X
Garage Door Tracking/Electric Openers/Hardware		X
Sliding Doors		X
Storm / Screen Doors		X
Windows		
Basement Windows and Wells		X
Window Frames, Sills and Hardware		X
Window Hardware (Hinges, Locks)		X
Window Panes & Screens		X
Plumbing/ Heating & Cooling		
Exterior Plumbing		X
Heating / Air Conditioning		X
Interior Plumbing/Water Heater		X
Sump Pump		X
Trash		
Trash/Recycling Collection	X	
Temporary Dumpster Use		X
Roadways and Driveways		
Roadway/Driveway Sealing and Repair	X	
Concrete Floors		
Garage		X
Basement		X
Vents		
Dryer Vents		X
Exterior Vent Covers	X	
Bathroom Vents		X
Kitchen Vents		X
Roofs		
Roof Vents	X	
Roof Surface	X	

HOA Responsibility Matrix	HOA	OWNER
Common Areas		
Grass	X	
Parking Areas	X	
Shrubs and Trees	X	
Insurance		
Structures and Common Areas Master Fire, and Liability	X	
"Improvements and Betterments" (HO-32)		X
Personal Contents, Liability and Umbrella (HO-6)		X
Pest Control		
Undomesticated Animal Removal and Unknown (Stray)	X	
Insect Removal if Siding Penetrated	X	
Insect Removal (Bees and Mosquitoes, etc.) External		X
Utilities - Services		
Cable and Satellite Service		X
Gas and Electric		X
Water		X
Storm Water Sewer System	X	
Sanitary Sewer		X
Telephone		X
Painting		
Basement Waterproofing		X
Interior Painting & Decorating		X
Paint / Stain - Exterior	X	

*1 Variance Required

Any damage done to a structure that is the result of owner actions will result in homeowner liability. Examples of this are nailing, screwing, painting, that result in exterior damage, will be the owner's responsibility to repair or have repaired. Association fees will not be used for exterior repairs if those repairs are the result of owner negligence or actions taken by the homeowner without an appropriate Variance request approval. The determination of negligence will be the HOA Board of Directors decision.

The goal of the Association Fee is to make the exterior of our homes maintenance free without removing the responsibility of individual home ownership. A full disclosure of the use of these funds is available by contacting the appointed Management Company and requesting this information.