

Fairways at Krendale
Maintenance Matrix
Adopted July 30, 2015

General Notes

- This matrix identifies for each of the elements of property whether the Unit Owner or the Association is responsible for that element. The matrix does not relate to the Unit itself, because care of and repair of anything in the Unit is the Unit Owner's responsibility. In common terms the unit is that space enclosed by the floor, the exterior walls of the unit from the paint inward and the uppermost ceilings of the unit.
- In general, the elements that are not within the unit and are common to all owners is the responsibility of the Association and those elements that are specific to an individual unit (defined in our documents as limited common property) are the responsibility of the unit owner.
- The items listed below as being the responsibility of the Association are only so if the need for repair or replacement is due to normal wear and deterioration. Reimbursement by the Unit Owner to the Association will be sought for repairs necessitated by negligence or actions of individual Unit Owners, their guests, invitees or families that are considered beyond normal wear and deterioration.
- Unit Owners are expected to maintain property insurance for their individual units and to seek reimbursement for damage covered by said insurance policy(s).

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ITEM DESCRIPTION	OWNER	ASSOC.	COMMENTS
UNIT LANDSCAPING			
Grass - cut, trim, fertilize, reseed, grub and weed control		X	
Grass - watering	X		
Trees - prune, fertilize, replace as necessary		X	
Shrubbery (Basic) - trim, fertilize, replace as necessary. This applies only to two shrubs on either side of the living room window and the sun room window, two shrubs planted in front of those windows and the two outermost or three shrubs along the outer side of the walk and one shrub near the chimney, if any.		X	Unit owners may, at their election and expense, trim the shrubbery in the beds adjacent to their individual unit.
Shrubbery (Additional) - Unit owners may, at their election and expense, plant additional shrubbery in the beds adjacent to their individual unit, except that no shrubbery shall be planted in the bed between the walk and the building. Any shrubbery in the space between the walk and the building may not be replaced if the owner removes it.	X		Additional shrubbery must be maintained, trimmed, removed and/or replaced by the unit owner. After July 30, 2015, any additional shrubbery must be approved by the Board.
Mulch - around shrubbery, trees and mailboxes		X	
Plants - Unit owners may, at their election and expense, plant, maintain and remove (as necessary) flowers and bulbs in the beds adjacent to their individual unit			Height shall not exceed three feet in height, except that any plants in front of the porch may not exceed one foot in height.
OTHER LANDSCAPING			
Entrance Signage - Clean, maintain or replace		X	
Entrance Shrubbery - Trim, fertilize, replace as necessary		X	Both sides of entrance, recognizing the left side is not part of Association property
Entrance Flowers and Bulb - plant, maintain and remove (as necessary)		X	Both sides of entrance, recognizing the left side is not part of Association property
Mound between 1600 and 1800 buildings and plantings at utility boxes along Tudor Drive - Trim, fertilize and replace as necessary		X	

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ITEM DESCRIPTION	OWNER	ASSOC.	COMMENTS
EXTERIOR LIGHTING, DRIVEWAYS, SIDEWALKS, AND PEST CONTROL			
Lamp posts - Repair and replacement of lamp posts, wiring, globes and sensors		X	When sensors need to be replaced, contact the management company
Lighting - Change light bulbs in lamp posts, porch, patio, and over garage door as needed	X		
Driveways - Repair and replacement of asphalt		X	The street is owned and maintained by the township
Driveways - Remove snow from the driveways		X	
Concrete Sidewalks - Repair and replacement		X	
Mailboxes - Repair and replacement of the mailboxes and associated posts		X	
Pest Control - in common areas only		X	
DRAINS, STORM SEWERS			
Driveway drains - Clean and repair		X	Excludes those owned by the local municipality
Yard Drains - Clean, repair and replace yard drains and associated lines		X	
Roof Drains - Repair and replacement of the underground roof drain lines		X	
UTILITIES			
Water lines - from where the delivery line from the main branches from a delivery line to another unit enters the unit or the area below the unit	X		
Water lines - from the entrance to the unit or the area below the unit to the water main- main to the last branch for a single unit		X	Only to the extent that such lines are not the responsibility of the utility company
Electricity - from meter into and within the unit	X		
Electricity - from meter to main line		X	Only to the extent that such lines are not the responsibility of the utility company
Electricity - expenses for street lights		X	
Electricity - expenses for unit lamp posts	X		

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ITEM DESCRIPTION	OWNER	ASSOC.	COMMENTS
Gas - From entrance to and within the unit	X		
Gas - From the unit entrance to the gas main line		X	Only to the extent that such lines are not the responsibility of the utility company
Telephone - From the entrance box to and within the unit	X		
Telephone - From the entrance box to the source line		X	Only to the extent that such lines are not the responsibility of the utility company
Cable - From the entrance box to and within the unit	X		
Cable - from the entrance box to the source line		X	Only to the extent that such lines are not the responsibility of the utility company
Sewer - from and within the unit to the access port outside the unit	X		
Sewer - From the acces port outside the unit to the main sewer line		X	Only to the extent that such lines are not the responsibility of the utility company
WINDOWS AND DOORS			
Porch and Patio Doors - Repair and replacement of exterior doors and associated hardware	X		
Storm doors	X		Unit owners may install or replace Anderson 3000 series storm doors
Windows - Repair and replacement of all exterior windows and associated hardware	X		
Windows - Cleaning of windows	X		
Garage doors - Repair and replacement of garage door, door openers and associated hardware	X		
EXTERIOR ELECTRICAL AND PLUMBING			
Porch and patio lights - Repair and replacement	X		
Receptacles - Repair and replacement of all electrical receptacles and associated wiring	X		

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ROOFS, GUTTERS, DORMERS AND SKYLIGHTS			
Roofs - Repair and replacement of roofs		X	
Roof penetrations - Repair and replacement of all roof penetrations, flashing, gaskets, etc. (from the exterior surface only)		X	
Gutters - Repair and replacement of gutters and downspouts		X	
Gutters - Cleaning of all gutters and downspouts (above grade)		X	Cleaning will be done based upon a buildup of debris that is affecting flow
Dormers - Repair and replacement		X	
Skylights - repair and replacement of skylights, skylight flashing and framework		X	Excludes skylights and accessories (such as electric openers) installed at Unit Owners option.
BRICK, SOFFITS AND VINYL SIDING			
Bricks - Maintenance of all brickwork (brick pointing)		X	
Siding and Soffit - Cleaning of siding and soffit	X		
Soffit - Repair and replacement of all aluminum soffits		X	
Siding - Repair and replacement of siding		X	
PATIOS			
Patio area - cleaning	X		
Patio Concrete Slabs - Repair and replacement of the patio concrete slabs	X		
PORCHES			
Front porch - Repair and replacement of the front entrance columns and porch roof		X	
Front porch - Cleaning	X		
Concrete Stoop - Repair and replacement of the front entrance concrete stoop		X	

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ITEM DESCRIPTION	OWNER	ASSOC.	COMMENTS
LINTELS AND CAULKING			
Lintels and Caulking - Paint (if needed) and caulk around windows and exterior doors and paint and caulk all steel lintels		X	
UNIT SIGNAGE			
Individual unit signage - Install, maintain and replace address signage	X		Must meet board approval
INSURANCE			
Liability insurance for the common areas and improvements		X	
Property insurance for the unit exterior shells and any common area improvements		X	
Insurance for the Homeowners Association Board Members and the Managing Agent for indemnity, error and omission, and fidelity		X	