

LOCKWOOD HOMEOWNER'S ASSOCIATION - MAINTENANCE RESPONSIBILITY MATRIX

Building Maintenance - Page 1

Item	Association	Homeowner
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Roofs, Vents & Gutters:		
Shingles & Underlayment	All	
Sheathing	All	
Vents - Ridge, Soffit & Box	All	
Vents - Dryer, Bathroom & kitchen		All - Variance Required
Vents - Furnace, Hot Water		All - Variance Required
Attic Insulation		All
Power Ventilators (Homeowner Added)		All - Variance Required
Gutters & Downspouts - Repair & Replacement	All	
Gutters & Downspouts - Cleaning	All	

Chimneys & Fireplaces:		
Exterior Components	All	
Chimney Cap	All	
Interior Components & Cleaning		All
Gas & Propane Conversions		All - Variance Required

Walls, Siding & Trim:		
Brick Repairs & Repointing	All	
Siding Repairs	All	
Siding Staining	All	
Trim & Soffit Repair	All	
Interior Walls		All

Doors:		
All Exterior Door Repairs		All
All Exterior Door Replacement		All
Painting & Caulking of Exterior Surface	All	
Garage Overhead Door - Door Replacement		All
Garage Overhead Door - Repair - Springs, Tracks & Hardware		All
Garage Overhead Door - Opener		All
All Door Hardware, Hinges & Locks		All
Storm Doors & Screens		All
Door Bells, Security Systems		All
House Number Replacement	All	
Weather Stripping		All
Door Frame Normal Wear	All	

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Building Maintenance - Page 2

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Windows & Skylights:		
Repair of Window Frames & Sills	All	
Glass Replacement - Broken & Fogged		All - Variance Required
Window Hardware & Screens - Repair or Replacement		All - Variance Required
Window Replacement		All - Variance Required
Window Wells		All
Window Well Covers		All
Skylight - Leak Around Roof Flashing	All	
Skylight - Leak Through Unit		All
Skylight - Replace Glass		All - Variance Required
Skylight - Replacement		All - Variance Required

Concrete Floors, Stoop & Foundation:		
Basement Waterproofing	All	
Basement Concrete Floor		All
Foundation Block Walls	All	
Sump Pump		All
Concrete Stoop Maintenance	All	
Garage Concrete Floor		All
Garage Concrete Apron		All - Variance Required

Patios, Decks, Atriums, Courtyards & Privacy Fences:		
Deck, Patio, Fence - Installation		All - Variance Required
Deck, Patio, Atriums - Maintenance		All
Atrium Walls - Painting and Maintenance	All	
Awnings		All - Variance Required
Privacy Fences - (Separating Units) - Repair & Maintenance		All - Variance Required
All Other Fences - Repair & Maintenance		All - Variance Required
Courtyards - Repair & Maintenance (Only Units 2-8 and 20-25)		All

Exterior Lighting & Electrical:		
Light Fixtures Installed by Homeowner - Repair & Replacement		All - Variance Required
Light Fixtures on Buildings - Repair & Replacement (Exterior only)	All	
Light Fixtures on Buildings - Bulb Replacement	All	
Exterior Receptacles - Repair & Replacement	All	
Pole Lights & Security Lights - Repair & Replacement	All	
Pole Lights & Security Lights - Bulb Replacement	All	

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Common Area & Grounds Maintenance - Page 3

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Roads, Driveways & Sidewalks:		
Road & Driveway - Seal Coating	All	
Road & Driveway - Repair & Replacement	All	
Road & Driveway - Snow Plowing	All	
Road - Salting	All	
Driveway - Salting	All	
Catch Basins - Repair & Maintenance	All	
Sidewalk - Shoveling & Salting	All	
Sidewalk - Repair & Replacement	All	

Lawns, Shrubs, Trees & Flowers:		
Lawns - Mowing, Trimming, Fertilization, Seeding, Etc.	All	
Lawns - Grading & Drainage	All	
Shrubs - Common Area Planting, Pruning & Replacement	All	
Shrubs - Patio - Planting		All - Variance Required
Shrubs - Patio - Pruning & Replacement		All - Variance Required
Trees - Common Areas - Trimming & Replacement	All	
Mulch	Common Areas	Personal Patio
Perennials & Annuals - Front, Sides & Rear		Personal Patio or HOA specified

Other Services & Insurance		
Rubbish Removal - Weekly Household Collection	All	
Rubbish Removal - Large Items (Furniture, Appliances, Etc.)		All
Recycling - Weekly Collection	All	
Pest & Insect Control - Exterior Structural or Ground Damage	All	
Pest & Insect Control - Interior or Nuisance Pests		All
Mailbox - Repair & Replacement	All	
Cable, Satellite & Telephone Service		All - (Contact Service Provider)
Insurance - HOA Policy - Fire, Casualty & Liability	All - (Call Crofton)	
Insurance - Personal Contents & Liability		All - HO6 (Contact Your Agent)
Insurance - Interior Improvements & Betterments		All - HO32 (Contact Your Agent)