

# KIRKDALE VILLAS ASSOCIATION/HOMEOWNERS RESPONSIBILITY MATRIX

Items	HOA Responsibility	Homeowners' Responsibility	Architectural Standards
<b>WINDOWS</b>			
Glass		Yes	
Window unit replacement		Yes	Variance Required
Interior Trim & Hardware (hinges, actuators, locks)		Yes	
Screens		Yes	
Shutters		Yes	Variance Required
Weather Sealing between Windows and frames		Yes	
Exterior caulking, staining, painting		Yes	
Egress window		Yes	Variance Required
<b>DOORS</b>			
Over Head Garage Door			
Garage Door Replacement (incl hardware)		Yes	Variance Required
Paint Door Exterior		Yes	Variance Required
Kitchen/Garage Door		Yes	Variance Required
Front Door			
Paint exterior including frame and trim		Yes	Variance Required
Replacement		Yes	Variance Required
Rear Walkout Door			
Paint exterior		Yes	Variance Required
Replacement		Yes	Variance Required
Deck Door Replacement		Yes	Variance Required
Storm Doors and Screens		Yes	Variance Required
<b>FLOORS</b>			
Garage (cement), Basement, Home Interior		Yes	
<b>WALLS AND CEILINGS</b>			
Exterior Block Walls		Yes	Variance Required
Interior Walls & Ceiling		Yes	
Steel Basement Columns		Yes	
Exterior Siding and Related Trim		Yes	Variance Required
Exterior Brick		Yes	Variance Required
<b>FRONT PORCH/STEPS</b>			
Snow Removal - from garage door	Yes		
Porch, Deck & Garage exterior lighting		Yes	Variance Required
Additional Lighting		Yes	Variance Required
Porch/Stoop Replacement		Yes	Variance Required
Sidewalks		Yes	Variance Required
<b>PLUMBING/HEATING &amp; COOLING</b>			
Interior plumbing and heating		Yes	
Exterior Plumbing		Yes	Variance Required
Outside Spigots		Yes	Variance Required
Heating & Cooling (including pads for units)		Yes	
<b>SEWAGE</b>			
Internal		Yes	
<b>RAINWATER/SNOW MELT/SUMPS</b>			
Gutters & Downspouts		Yes	Variance Required
Grading of soil surrounding units		Yes	
<b>STORM WATER</b>			
Interceptor (mains)	Yes		
Catch basins, laterals	Yes		
Damage due to ice damming	Yes		

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Sump pump and check valves		Yes	
<b>CHIMNEYS &amp; FIREPLACES</b>			
Interior Components		Yes	
Exterior Components		Yes	
<b>DECKS</b>			
Staining		Yes	Variance Required
Fence/maintenance/repairs		Yes	Variance Required
<b>VENTS</b>			
Dryer, Bathroom, etc.		Yes	Variance Required
<b>ROOFS</b>	Yes		
Maintenance, repair & replacement of missing shingles	Yes		
Underlayment to flashing now part of roofing projects	Yes		
Soffits	Yes		
Skylight Repair/Replacement		Yes	Variance Required
<b>COMMON AREAS</b>			
Grass Cutting and Maintenance	Yes		
Trees	Yes		
Shrubs	Yes		
Roadways	Yes		
Driveways Replacement		Yes	Variance Required
Driveway Sealing	Yes		
Parking Areas	Yes		
Street Gutters	Yes		
Fire Hydrants	MCWA		
Mailboxes		Yes	Variance Required
<b>SERVICES &amp; INFRASTRUCTURE</b>			
Electric			
Mains	RG&E		
Secondary services (inside)		Yes	
Street Lighting	Yes		
Refuse & recycling	Yes		
Snow removal/deicing roadway	Yes		
Snow removal - Porch/walk/front of garage door	Yes		
Water Meter (call Water Authority)		Yes	
Water main between main & house	Yes		
Cable TV		Yes	
Satellite Dish to cable TV Lines		Yes	Variance Required
Telephone		Yes	
<b>INSURANCE</b>			
Structures and common areas. master fire, liability and umbrella including improvements and betterment for cost of replacement of like quality with no depreciation	Yes		
Personal contents, liability. umbrella and interior upgrades		Yes	
<b>OTHER</b>			
Building maintenance threat (infestation that could spread to other units in the same building and do material damage, i. e. Termites, Carpenter Anis/Bees)		Yes	
Non-Building maintenance threat		Yes	