

Stonewood Manor Homeowner's Association Maintenance Responsibility Matrix – Version 1.1		
Item	Association	Homeowner
Building Maintenance		
Roofs, Vents, Gutters & Popups:		
Attic Insulation		✓
Gutters, Downspouts & Popups – Repairs, Replacements, Inspections & Cleaning <i>(Combined two rows)</i>	✓	
Ice Dams	✓ - Determined Case-By-Case	✓ - Variance Required if owner contracts
Power Ventilators (Homeowner Added)		✓ - Variance Required
Sheathing	✓	
Shingles & Underlayment	✓	
Vents – Dryer, Bathroom & Kitchen (Interior)		✓ - Variance Required
Vents – Furnace, Hot Water		✓ - Variance Required
Vents – Ridge, Soffit, Box, Vent Doors & Dryer Kits (External)	✓	
Chimneys & Fireplaces:		
Exterior Components		✓ - Variance Required
Gas Conversions		✓ - Variance Required
Interior Components & Cleaning		✓
Walls, Posts, Headers, Corbels, Dormers, Soffits, Siding & Trim:		
Interior Walls	✓ - Damaged by Exterior Leak	✓
Siding & Stucco – Repair, Paint & Stain <i>(Combined two rows)</i>	✓	
Stone Wall/Siding Repair & Repointing	✓	
Trim, Soffit, Post, Header, Corbel, & Dormer - Repair, Caulking, Paint/Stain	✓	
Doors:		
Door Hardware, Hinges & Locks		✓
Doorbells, Security Systems		✓
Exterior Door & Door Frame Repairs	✓ - Trim Rot Repair	✓
Exterior Door Replacement		✓ - Variance Required
Garage Overhead Door - Door Replacement		✓ - Variance Required
Garage Overhead Door – Opener Repair/Replacement		✓
Garage Overhead Door - Repair - Springs, Tracks & Hardware		✓
Garage Overhead Door – Rust Abatement/Paint	✓	
Storm Doors & Screens		✓ - Variance Required
Weather Stripping		✓

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Building Maintenance <i>(continued)</i>		
Windows, Skylights and Sidelights:		
Repair of Window Trim	✓	
Glass Replacement - Broken & Fogged		✓
Window Hardware & Screens - Repair or Replacement		✓
Window Replacement		✓ - Variance Required
Window Wells Cleaning	✓	
Window Well Covers		✓
Skylight – Leak Around Roof Flashing	✓ - Original Construction	✓ - Owner Added
Skylight – Glass Replacement		✓
Skylight – Unit Installation & Replacement		✓ - Variance Required
Concrete Floors, Pumps & Foundation: <i>(Porch moved to Driveways, Porch & Sidewalks)</i>		
Basement Concrete Floor		✓
Basement Waterproofing		✓
Foundation Block Walls		✓
Garage Concrete Floor		✓ - Variance Required
Sump Pump (Storm) & Grinder/Ejector Pump (Sewer)		✓
Decks, Awnings, Drop Screens & Patios: <i>(Separate Row for Awnings Removed)</i>		
Installation		✓ - Variance Required
Repair & Maintenance inc. Patio Sealing		✓
Exterior Lighting & Electrical:		
Exterior Receptacles – Repair/Replace/Install		✓
Exterior Lighting – Repair/Replace/Install	✓	✓ - Owner Added Variance Required for Replace/Install

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Grounds Maintenance		
Driveways, Porch & Sidewalks:		
Driveway – Repair & Replacement	✓	
Driveway – Salting		✓
Driveway – Seal Coating	✓	
Driveway – Snow Plowing	✓	
Front Porch Repairs & Maintenance <i>Moved from Concrete Floors & Foundations & Changed Responsibility</i>	✓ - Determined Case-By-Case	✓ – Variance Required
Sidewalk – Repair & Replacement	✓ - Porch to Driveway Case By Case	✓ - Driveway to Street Variance Required
Sidewalk – Seal Coating – Entire Length		✓
Sidewalk – Shoveling & Salting – Entire Length		✓
Lawns, Shrubs, Trees & Flowers:		
Lawns – Grading & Drainage		✓ – Variance Required
Lawns – Mowing, Trimming, Fertilization, Seeding, etc.	✓	
Mulch	✓ - Front	✓ - Side & Rear Beds
Perennials & Annuals – Front, Sides & Rear		✓ - Owner Added
Shrubs – Fronts & Sides – Planting, Pruning & Replacement	✓ - Original Construction	✓ - Owner Added
Shrubs – Rear & Sides – Planting		✓ – Variance Required
Shrubs – Rear & Sides – Pruning & Replacement		✓ - Owner Added
Trees – Common Areas – Trimming & Replacement	✓ - Original Construction	✓ - Owner Added
Trees - Wooded Common Areas	✓ - Protruding into mowed area - Cutoff at line	✓ – Variance Required
Irrigation System:		
Front Side & Back Yards – Installation		✓ - Owner Added Variance Required
Front Side & Back Yards – Maintenance & Repair	✓ - Original Construction	✓ - Owner Added

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Other Services & Insurance		
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Cable, Satellite, Internet & Telephone Service		✓ - Contact Provider
Mailbox - Repair & Replacement	✓	
Pest & Insect Control	✓ - Exterior Determined Case- By-Case	✓ - Interior
Recycling - Weekly Collection	✓	
Trash Removal - Large Items (Furniture, Appliances, Etc.)		✓ - Call Suburban Disposal
Trash Removal - Weekly Household Collection	✓	
Insurance		
Insurance - HOA Policy - Fire, Casualty & Liability	✓	
Insurance - Personal Contents & Liability <i>(HO32 Row Removed)</i>		✓ HO6 - Contact Agent