

WOOD CREEK HOMEOWNERS ASSOCIATION: MAINTENANCE RESPONSIBILITY MATRIX

Maintenance	Association	Homeowner	Other
Chimneys and Fireplaces			
Chimney Cover		X	
Exterior Components	X		
Interior Components and Cleaning		X	
Liner, Cap	Original	Replacement	
Structural Framing, including mortar, flashing and bricks	X		
Common Areas			
Grass mowing, reseeding	X		
Mailboxes			
Boxes		X	USPS
Frame, repair and painting	X		
Roadways, except Wood Creek Drive	X		Town of Pittsford (WCD)
Trees and Shrubs	Original		
Sidewalks	X		
Driveways	X		
Concrete Floors			
Basement		X	
Front Sidewalk and Stoop	X		
Garage		X	
Decks, Patios, Privacy Fences			
Additions/Modifications made by current/previous homeowners		X (variance req'd)	
All homeowners installed improvements		X (variance req'd)	
Original/ HOA-wide replacement	X		
Structure, including steps	X	X (variance req'd)	
Coverings on deck flooring		NOT PERMITTED	
Awnings		NOT PERMITTED	
Sun shields on deck/patio		X, only free-standing allowed	
Exterior Doors			
All locks and door hardware		X	
Doorbell		X	
Entrance door replacement		X (variance req'd)	
Exterior painting, staining, caulking	Original	Replacement or color change (variance req'd)	
Frames		Replacement (variance req'd)	
Trim moulding	Original	Replacement (variance req'd)	
Garage Interior Door		X	
House Numbers (black only)	X		
Storm and Screen		Replacement (variance req'd)	
Weather-stripping		X	

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Exterior Lighting and Receptacles			
Any/all additional exterior lighting installed by homeowner, including motion detectors		X (variance req'd)	
Front door lights and bulbs	X (fixture)	X (bulbs)	
Garage exterior lights and bulbs	X (fixture)	X (bulbs)	
Deck/patio Lights and Bulbs	X (fixture)	X (bulbs)	
Rear door exterior lights and bulbs	Original (fixture)	Replacement (fixtures & bulbs) (variance req'd)	
Front Porch			
Porch light (repairs and replacement)	X	X (bulbs)	
Structural integrity	X		
Carpet or Tile on porch		X (variance req'd)	
Snow removal		X	
Insurance			
Improvements/betterments made by homeowner		X	
Personal Contents, Liability, Umbrella		X	
Structures, Common Areas Master, Fire and Liability	X		
Overhead Garage Doors			
Door		Replacement (variance req'd)	
Hinges, springs, tracks, cables		X	
Lifting mechanism		X	
Painting	Original	Replacement	
Plumbing, Heating, & Cooling			
Exterior plumbing, i.e. main line into unit	X		Town of Pittsford
AC pad, leveling		X	
AC pad and unit replacement		X	
AC unit, painting		X (variance req'd)	
Hose bib (outside faucet), leaks		X	
Master water meter	X		
Interior plumbing		X	
Rainwater, Snowmelt, and Sumps			
Catch basins, laterals and downspouts	X		
Gutters	X		
Damage due to ice damming, rain, snowmelt (exterior & interior)	X		
Grading of soil around units	X		
Sump pumps and check valves		X	

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Roofs			
Flashing/drip edge	X		
Roof vent	X		
Soffit vents	X		
Shingles	X		
Sheathing	X		
Underlayment	X		
Power roof ventilator or homeowner added		X (variance req'd)	
Insulation		X	
Services and Infrastructure			
De-icing driveways and sidewalks	X		
Snow removal (roads and driveways, except Wood Creek Drive)	X		Town of Pittsford (WCD)
Refuse and recycling	X	X (over-sized or special items)	
Electric lines, meter into house		X	RG&E
Electric lines, junction box to meter	X		RG&E
Gas lines, interior		X	RG&E
Gas lines, exterior	X		RG&E
Gas and Electric meters		X	RG&E
Exterior building maintenance threat (termites, bees, birds, wild animals & rodents) that could affect structural integrity of unit or lawn	X	Homeowner must not contribute to or attract pests	
Insects, wild animals or rodents, interior		X	
Emergency generators		X (variance req'd)	
Roads, Driveways and Sidewalks			
Driveways, repair, replace or seal	X		
Sidewalks, repair or replace	X		
Sewage			
Basement cleanout		X	
Internal problems		X	
Storm & sanitary pipes in house	X		
Skylights			
Exterior framing/flashing	Original 50/50	Replacement (variance req'd)	
Glass		X	
Interior repair		X	
Vents and Fans			
Bathroom vents	X (roof only)		
Bathroom vents, internal		X	
Sewer roof vents	X		
Soffit vents	X		
Bird nest in vents	X	X	
Kitchen vents	Original (exit only)		
Dryer vents	X (exterior only)	X	
Interior fan		X	

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Walls			
Block wall structural integrity (party wall)		X	
Block wall waterproofing		X	
Basement foundation structural integrity		X	
Exterior siding and related trim (soffits, drip edges, etc)	X		
Steel basement columns		X	
Windows			
Exterior caulking, painting, staining	X		
Glass and sash		X	
Replacement		X (variance req'd)	
Window frames, interior		X	
Window hardware (hinges, locks)		X	
Basement window well (where accessible)	X		
Emergency egress window & bubble cover		X (variance req'd)	
Landscaping/Trees/Shrubs			
Common areas, except annual/perennials planted by homeowners	X		
Mulch, fertilize lawns, shrubs, and trees	X		
Annual/perennials planted by homeowners		X	
Courtyards	Original	Replacement (variance req'd)	
Backyard deck/patio landscaping		X (variance req'd)	
Pruning courtyards	Original	Replacement (variance req'd)	
Pruning backyard, owner installed		X (variance req'd)	
Miscellaneous			
Shutters	Original	Replacement (variance req'd)	
Window boxes		X (variance req'd)	
Satellite Dish		X (variance req'd)	
Cable TV		X	Time Warner
Telephone		X	Frontier/ Time Warner
Exterior building maintenance threat (termites, bees, birds, wild animals and rodents) which could affect structural integrity of unit/lawn	X		
Insects or wild animals and rodents, interior		X	
Emergency generators		X (variance req'd)	
Hot tubs		NOT PERMITTED	