

Wood Creek HOA Maintenance Responsibility Matrix

(The word "original" refers to items installed during original construction, including HOA replacements.)

| Maintenance | Association | Homeowner | Other | Policy # |
|--|-------------|------------------------------|-------------------|-------------|
| Chimneys and Fireplaces | | | | |
| Chimney Cover/Cap | | X (variance req'd) | | |
| Exterior Components | X | | | |
| Interior Components and Cleaning | | X | | |
| Liner | Original | Replacement (variance req'd) | | |
| Structural Framing, including mortar, flashing and bricks | X | | | |
| Gas fireplace | | X (variance req'd) | Town of Pittsford | |
| | | | | |
| | | | | |
| Common Areas | | | | |
| Grass mowing, reseeding | X | | | |
| Mailboxes | | X | | |
| Mailbox frame, repair and painting | X | | | |
| Roads except WCD | X | | Town of Pittsford | |
| Sidewalks | X | | | |
| Driveways | X | | | |
| | | | | |
| | | | | |
| Concrete Floors | | | | |
| Basement | | X | | |
| Front Sidewalk and Stoop | X | | | |
| Garage | | X | | |
| | | | | |
| | | | | |
| Decks, Patios, Privacy Fences | | | | |
| Additions/Modifications/Enlargements made by current/previous homeowners | | X (variance req'd) | | |
| All homeowner installed improvements | | X (variance req'd) | | |
| Original/ HOA replacement | X | | | |
| Structure, including steps | X Original | X (variance req'd) | | |
| Coverings on deck flooring | | X (variance req'd) | | Policy 1.31 |
| Awnings | | NOT PERMITTED | | |
| Sun shields on deck/patio | | X only free-standing allowed | | Policy 1.32 |
| Patio-additional (paver, etc.) | | X (variance req'd) | | Policy 1.34 |
| Cleaning | | X (variance req'd) | | Policy 1.30 |
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| Exterior Doors | | | | |
| All locks and door hardware | | X | | |
| Doorbell | | X (variance req'd) | | |
| Entrance door replacement | | X (variance req'd) | | Policy 1.15 |
| Exterior painting, staining, caulking | Original | Color change (variance req'd) | See pg. 5 | |
| Frames | | X (variance req'd) | | |
| Trim molding | Original | X (variance req'd) | | |
| House Numbers (black only) | X | | | |
| Storm and Screen | | X (variance req'd) | | Policy 1.17 |
| Weather-stripping | | X | | |
| Garage Interior Door | | X | | |
| Garage Door (exterior) | | X (variance req'd) | | Policy 1.18 |
| •Hinges, springs, tracks, cables | | X | | |
| •Lifting mechanism (opener) | | X | | |
| •Painting | Original | X (variance req'd) | | |
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| Exterior Lighting | | | | |
| Any/all additional exterior lighting installed by homeowner, including motion detectors | | X (variance req'd) | | Policy 1.35 Policy 1.36 |
| Front door lights and bulbs | X (fixture) | X (bulbs) | | |
| Garage exterior lights and bulbs | X (fixture) | X (bulbs) | | |
| Deck/patio lights (railing) and bulbs | X (fixture) | X (bulbs) | | |
| Rear door exterior lights (carriage) and bulbs | Original (fixture) | Replacement (fixtures & bulbs) (variance req'd) | | |
| | | | | |
| Front Porch | | | | |
| Porch light (repairs and replacement) | X (fixture) | X (bulbs) | | |
| Structural integrity | X | | | |
| Carpet on porch | | X (variance req'd) | | Policy 1.29 |
| | | | | |
| | | | | |
| Insurance | | | | |
| Improvements/betterments made by homeowner | | X | | |
| Personal Contents, Liability, Umbrella | | X | | |
| Structures, Common Areas Master, Fire and Liability | X | | | |
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| Plumbing, Heating, & Cooling | | | | |
| Exterior plumbing, i.e. main line into unit | X | Owner must not contribute to problem | Town of Pittsford | |
| Interior plumbing | | X | | Policy 1.41 |
| Hose bib (outside faucet), leaks | | X (variance req'd) | | |
| Master water meter | X | | | |
| AC pad, leveling | | X (variance req'd) | | |
| AC pad and unit replacement | | X (variance req'd) | | |
| AC unit, painting | | X (variance req'd) | | Policy 1.12 |
| Emergency generators | | X (variance req'd) | Town of Pittsford | Policy 1.13 |
| | | | | |
| | | | | |
| 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 & soffit vents | X | | | |
| Shingles | X | | | |
| Sheathing | X | | | |
| Underlayment | X | | | |
| Power roof ventilator or homeowner added | | X (variance req'd) | | Policy 1.27 |
| Insulation | | X | | |
| Solar Lighting Tubes | | X (variance req'd) | | Policy 1.25 |
| Skylights (considered window lights-conflict in Declaration) | Original 50/50 | X (variance req'd) | | Policy 1.26 |
| • Exterior caulking/flashing | X | | | |
| *Glass/Plexiglass/Plastic | | X | | |
| *Interior | | X | | |
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| Services and Infrastructure | | | | |
| Snow removal & de-icing sidewalks, stoops, & porches (3 inches) | 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 (grills, heaters, etc.) | | X (variance req'd) | Town of Pittsford | |
| Gas and Electric meters/gas lines to house | X | | RG&E | |
| Exterior building maintenance threat (termites, bees, birds, wild animals & rodents) that could affect structural integrity of unit/lawn | X | Homeowner must not contribute to or attract pests | | Policy 1.47 |
| Insects, birds, wild animals or rodents, interior | | X | | Policy 1.47 |
| 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 | | | |
| Vents and Fans | | | | |
| Furnace & Water Heater vents | | X (variance req'd) | | Policy 1.25 |
| Bathroom vents, fan | X (roof only) | X (variance req'd) | | Policy 1.14 |
| Bathroom vents, internal | | X | | |
| Sewer roof vents | X | | | |
| Soffit vents | X | | | |
| Bird nest in vents-external | X | | | |
| Kitchen vents | Original (exit only) | X (variance req'd) | | |
| Dryer vents | X (exterior only) | X (variance req'd) | | |
| Interior fans (venting to outside) | | X (variance req'd) | | |
| Power Ventilator | | X (variance req'd) | | Policy 1.27 |
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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 | | | |
| Exterior caulking, painting, staining | X | X variance req'd for color change – 2 nd coat of paint at Owner cost - full cost if not at scheduled paint time | | Policy 1.16 (front door) |
| Steel basement columns | | X | | |
| Windows | | | | |
| Glass and sash (includes washing & repair) | | X (variance req'd) | | Policy 1.19 |
| Replacement | | X (variance req'd) | | Policy 1.19 |
| Window grilles & frames (interior) | | X | | Policy 1.20 |
| Window hardware (hinges, locks) | | X | | |
| Basement window well (where accessible) | X | | | |
| Emergency egress window & cover | | X (variance req'd) | | Policy 1.22 |
| Landscaping/Trees/Shrubs | | | | |
| Common areas, except annual/perennials planted by homeowners | X | X (variance req'd for perennials in corner bed & yard areas) | | Policy 1.09 & Policy 1.10 |
| Mulch, fertilize lawns, shrubs, and trees | X | dark brown mulch (variance req'd) | | |
| Annual/perennials planted by homeowners | | X (perennials-variance req'd) | | |
| Courtyard Maintenance | X | (variance req'd) | | |
| Backyard deck/patio landscaping | | X (variance req'd) | | |
| Pruning backyard, owner installed | | X (variance req'd) | | |
| Miscellaneous | | | | |
| Shutters | Original | X (variance req'd) | | |
| Window boxes (removable preferred) | | X (variance req'd) | | Policy 1.23 |
| Satellite Dish | | X (variance req'd) | | Policy 1.28 |
| Hot tubs | | NOT PERMITTED | | |
| Bird Feeders | | X (variance req'd) | | Policy 1.46 |
| Security Signs | | X free standing only | | Policy 1.42 |