

3 CHERRY WAY TOWNHOME MAINTENANCE RESPONSIBILITY LIST

NOTE 1: Any exterior home repairs or reconstruction performed by the homeowner, or their designee, must be approved by the HOA Board of Directors as directed in Section 9.03 of the 3 Cherry Way CC&Rs Please complete an Owner Application for Exterior Architectural or Landscaping Change/Repair form.

NOTE 2: Homeowners are responsible for any preventative maintenance performed on the exterior of the home.

ATTENTION: To the maximum extent permitted by applicable law, in no event shall the HOA officers and/or directors be liable for any indirect, punitive, incidental, special, consequential or exemplary damages, personal injury or property damage, of any nature whatsoever, resulting from damage(s) by the 3CW Homeowner or the Homeowner’s contractor. The Homeowner will be held liable for any damages caused by repairs/additions to the 3CW property.

Required – Contact the HOA prior to locating and/or initiating repairs, exterior to the building, involving utilities (electricity, gas, water, sewer, cable TV, telephone, and internet).

ITEM	ASSOCIATION	HOMEOWNER
THOROUGHFARES		
Driveway (to garage door)	X	
Roads	X	
Street Sidewalks	X	
Walkways (up to porch)	X	
ROOFS		
Attic Exhaust Fans (Repair/Replace)		X
Roof Areas Altered (Repair/Replace) (BOD approval: Satellite, Skylight, etc.)		X
Roof Damage (BOD approval; fire, lightening, windstorm, hail, flood, or other natural disaster) Shingle color & type: CertainTeed Landmark, Driftwood		X
Roof Leaks (Requires on-site evaluation)	X	
Roof maintenance (leaks/rubber boots) (Exterior repairs only)	X	
Roof Replacement (+/- 25-year cycle)	X	

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EXTERIOR		
ITEM	ASSOCIATION	HOMEOWNER
<p>Brick (Repair/Replace – BOD Approval) Brick (Repair/Replace – BOD Approval) Color/Size: Statesville Brick, Monticello Oversized or Monticello Queen Tumbler ½” narrower</p> <p>If a homeowner anchors anything to the brick exterior or porch columns, which results in damage to the exterior of the home, it will be the homeowner’s responsibility to repair.</p>		X
<p>Doors: <u>HOA Responsible for:</u></p> <ul style="list-style-type: none"> • Painting/repair of front and/or side doo(s) evaluated by the HOA contractor and deemed not cosmetic. <p><u>Homeowner Responsible for:</u></p> <ul style="list-style-type: none"> • The painting/repair of front and/or side doors identified by the Homeowner that is deemed to be cosmetic by the HOA contractor. The Homeowner is required to obtain BOD approval, must use the approved door types and color and must utilize the HOA approved contractor(s) to perform the work. <p><u>Paint Color:</u> Lowe’s Valspar Defense, Satin, Polished Mahogany SW2838 <u>Doors:</u> Oval glass insert doors are by ODL, model number 949 Heirloom. Square glass insert doors are by Masonite, Model Number: 106-517-1. Supplier is Dellinger Building Supply.</p> <p><u>Painting secondary door (sunroom):</u> exterior door surfaces: Paint Colors: Trim SW7002, Downy; Siding SW7037 Balanced Beige.</p> <p>If a homeowner wishes to paint their secondary exterior door, they must complete an Owner Application for Exterior Architectural or Landscaping Change/Repair form and obtain BOD approval. To obtain BOD approval, the homeowner must use the BOD approved paints.</p>	X	X
<p>Dormers</p> <p><u>HOA Responsible:</u></p> <ul style="list-style-type: none"> • When a dormer leak is confirmed prior to the roofs end-of-life cycle and it relates to the dormer siding. These issues will be remediated on an as-needed basis. • At the roof end-of-life cycle, the HOA is responsible for associated costs including trimming of the dormer siding as part of the roof replacement. <p><u>Homeowner Responsible for:</u></p> <ul style="list-style-type: none"> • Preventative dormer repair and painting. 	X	X

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EXTERNAL (Continued)		
ITEM	ASSOCIATION	HOMEOWNER
Exterior house numbers (Attached to unit)	X	
Exterior storm doors (BOD approval)		X
Exterior Water Faucets		X
Foundation Repair/Replacement		X
Garage Doors (Maintenance/Replacement)		X
General maintenance of all common grounds	X	
Gutter/downspouts/emitters cleaning (pop-ups)/underground tubes		X
Gutters/downspouts (Repair/Replacement for normal useful life)	X	
HOA planted landscaping replacement on common ground planting areas	X	
HVAC (Repair/Replace)		X
Insurance of common grounds & buildings		X
Insurance of the Unit	X	
Garage Door Lenth Gap	X	
Outside Water Pressure Valve		X
Mailboxes (Except address label, keys and lock.)	X	
Painting of Dormer Gable Vent	X	
Porch steps, floor perimeter bricks, tiles, hand railings and columns (BOD approval)		X
Pressure washing of unit exterior		X
Replacement of sloped sidewalk to the unit		X
Screened Porches (BOD Approval)		X
Sewer problems inside the home		X
Sewer problems in the common ground	X	

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EXTERIOR (Continued)		
ITEM	ASSOCIATION	HOMEOWNER
<p>The repair and replacement of sanitary sewer lift pumps</p> <p><u>HOA Responsible for:</u></p> <ul style="list-style-type: none"> • The scheduling and any cost(s) associated with the biannual (i.e., every 2 years) inspections of sewer lift pumps. • Any issue(s) noted as a result of these inspections not caused by any actions taken by the Homeowner. <p><u>Homeowner Responsible for:</u></p> <p>Any malfunction of the sanitary sewer lift that is the result of an action taken by the homeowner, e.g., disposing grease, any type of wipes, feminine hygiene products, etc. down sinks or toilets.</p>	X	X
<p>Shutters (Replace shutter or anchors; shutters will not be repaired.)</p> <p>Shutter Specifications: Westlake Item # 03040059010; Desc: 14.75 W x 59 H Blders Edge; Standard 2 panels, Color musket brown.</p>	X	
Window washing interior and exterior		X
Windows, all glass surfaces and screens (Repair/Replace)		X
Window Structure (Repair/Replace-BOD Approval)		X
Replace window broken by 3 CW contractor; first check if resident's homeowners' policy will cover; if not, instruct resident to submit invoice to HOA for payment	X	
Storm Drainage Common Areas	X	
Annual exterior bug and termite treatment	X	

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Revision History:

9/23/25: DOORS: BOD expanded the responsibility for the repair/painting of the front and/or side exterior door(s) to include both the HOA and Homeowner based on the below criteria. This update was made because in 2025, several homeowners requested their front and/or side door(s) to be painted. An evaluation performed by the approved HOA contractor(s) identified there were several doors that did not require painting. The homeowner simply wanted a “touch-up.”

- HOA Responsible for:
 - The painting/repair of front and/or side door(s) evaluated by the HOA contractor and deemed not cosmetic.
- Homeowner Responsible for:
 - The painting/repair of front and/or side doors identified by the Homeowner that is deemed to be cosmetic by the HOA contractor. The Homeowner is required to obtain BOD approval, must use the approved door types and color and must utilize the HOA approved contractor(s) to perform the work.

10/14/25: SANITARY SEWER LIFT PUMPS: The BOD expanded the responsibility for the repair/replacement of sanitary sewer lift pumps to include both the HOA and Homeowner based on the below criteria. There are four (4) sanitary sewer lift pumps in 3 Cherry Way. This update was made because these pumps were not disclosed to the residents at the time of closing. Additionally, they were never told the maintenance/repair of these pumps were their responsibility.

- HOA Responsible for:
 - The scheduling and any cost(s) associated with the biannual (i.e., every 2 years) inspections of the four (4) Sewer Lift Pumps in 3 Cherry Way.
 - Any issue(s) noted as a result of these inspections not caused by any actions taken by the Homeowner.
- Homeowner Responsible for:
 - Any malfunction of the sanitary sewer lift that is the result of an action taken by the homeowner; e.g., disposing grease, any type of wipes, feminine hygiene products, etc. down sinks or toilets.

10/28/25: DORMERS: The BOD expanded the responsibility for the repair/painting of dormers to include both the HOA and Homeowner based on the below responsibility criteria. This update was made because multiple homeowners in 3 Cherry Way paid a contractor to perform preventative maintenance based on information communicated throughout the community.

- HOA Responsible for:
 - When a dormer leak is confirmed prior to the roof end-of-life cycle and it relates to the dormer siding. These issues will be remediated on an as-needed basis.
 - At the roof end-of-life cycle, the HOA is responsible for associated costs including trimming of the dormer siding as part of the roof replacement.
- Homeowner Responsible for:
 - Preventative dormer repair and painting.

11/2/25: SHUTTERS: Listed shutter specifications. This update was made to assist the HOA when contracting shutter repairs.