

Sept. 1999

STONERIDGE ASSOCIATION  
MAINTENANCE POLICY

In order to avoid misunderstandings and to ensure uniformity of administration of maintenance of common areas and residential units of the Stoneridge community, the following policy will be followed by the Board of Directors of Stoneridge Association.

1. General Guidelines

a. By virtue of the Declaration of Covenants and Restrictions creating the Colony Hill residential community, of which Stoneridge is a part, the responsibility for the preservation of the values and amenities of Colony Hill is vested in the Proprietors of Colony Hill, Inc. (hereafter "Proprietors"). The Board of Directors of Proprietors has made the Board of Directors of Stoneridge Association (hereafter the "Board") agent to exercise these powers with respect to the group of townhouses known as Stoneridge. The Board is thus charged with carrying out its duties in accordance with the terms and spirit of the Covenants and Restrictions of the Declaration.

b. The Declaration of Covenants and Restrictions envisages a system in which the Board shall have responsibility for carrying out the maintenance of common areas and, in addition, for some aspects of the exterior maintenance of individual units. The financial support for this work comes from assessments (either periodic or special) against owners of units in Stoneridge.

c. Other exterior maintenance and repairs remain the responsibility of individual unit owners subject to approval by the Board as to uniformity of appearance of the units and harmony with the community's environment.

d. Repairs, modifications and maintenance of the interiors of units are solely within the control of individual owners.

e. The specific guidelines which follow implement these general policies.

2. Services to be provided by the Board

a. Tree Cutting.

b. Washing of exterior windows at periodic intervals as determined by the Board.

c. Cleaning of gutters at periodic intervals.

d. Maintenance and repairs of storm drains, common sewer lines, and common drain lines. (Responsibility for these tasks is shared with Proprietors.)

e. Maintenance and repair of streets and common (Visitor) parking areas. (Note: Street repair remains a function of Proprietors.)

f. Periodic staining of exterior siding and painting of exterior trim.

g. Maintenance of common areas. (Responsibility for this is shared with Proprietors.)

- h. Repair, replacement and painting of gutters and downspouts.
- i. Repair and replacement of roofs.
- j. Snow removal from roads. (Proprietors have assumed this responsibility for all three divisions of Colony Hill.)
- k. Provision of pine straw in the Spring.

Notes to Paragraph 2:

(1) The monthly maintenance fee (assessment) is designed to be adequate to provide for routine minor services and to build up a reserve to cover the cost of most major services. It is anticipated, however, that some major services (e.g., periodic painting or re-roofing) will require special assessments to supplement reserve funds.

(2) If individual owners undertake to arrange for any of these services themselves, the Board will not authorize reimbursement from common funds unless it receives a written request prior to the performance of the services and has granted its approval.

3. Services which are the responsibility of individual owners to pay for and arrange but which require prior approval of the Board (and additionally require approval by the Board of Proprietors.) Requests for approval must be in writing.

- a. Significant landscape modifications of individual yards.
- b. Exterior repairs (other than roofs) which change appearance of unit.
- c. Additions to or modifications of exteriors of units.
- d. Repair of individually owned parking spaces.

4. Services which are the responsibility of individual owners to pay for and arrange; no approval of Board required.

- a. Repair of water lines between meter and house.
- b. Exterior repairs (including decks) which do not change appearance of units. (Note: If repair requires any restaining or repainting, Board must approve job to ensure harmonization with existing stain and paint colors.)
- c. Maintenance of individually owned yards.
- d. Interior repairs and maintenance.
- e. Foundation repairs.