

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 to the exterior of the building which may involve utilities (electricity, gas, water, sewer, cable TV, telephone, and internet).

ITEM	ASSOCIATION	HOMEOWNER
THOROUGHFARES		
Driveway (to garage door) <u>HOA Responsibility:</u> - Repair/replacement of concrete resulting from water and poor drainage, freeze-thaw cycles, soil movement and improper compaction, and improper installation. <u>Homeowner Responsibility:</u> - Repair/replacement of concrete resulting from heavy loads, planting bushes/trees too close to driveway, using de-icing salts.	X	X
Roads	X	
Street Sidewalks <u>HOA Responsibility:</u> - Repair of all concrete sidewalks (i.e., street sidewalks and sidewalks leading to porches) <u>Homeowner Responsibility:</u> - Modification of concrete sidewalk leading to the porch	X	X
ROOFS		
Attic Exhaust Fans (Repair/Replace)		X
Roof Areas Altered (Repair/Replace); BOD approval required for satellite dishes, skylight, etc.		X
Roof Damage (BOD approval required; examples of types of roof damage: fire, lightening, windstorm, hail, flood, or other natural disaster) Shingle color & type: CertainTeed Landmark, Driftwood		X

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ITEM	ASSOCIATION	HOMEOWNER
Roof Leaks (Requires on-site evaluation)	X	
Roof maintenance (Exterior repairs)	X	
Roof Replacement (+/- 25-year cycle).	X	
Dormers <u>HOA Responsibility:</u> - Dormer repairs resulting from a leak prior to the end of its useful life. This includes the repair, painting, replacement and caulking of the siding. The HOA is not responsible for any damage to the inside of a home resulting from a leak. These issues will be remediated on an as-needed basis. - At the end of a roofs' useful life, the HOA is responsible for all associated costs including trimming of the dormer siding as part of the roof replacement. <u>Homeowner Responsibility:</u> - Preventative maintenance. This includes any costs related to repair/painting/replacement/caulking to the dormer.	X	X
EXTERIOR		
ITEM	ASSOCIATION	HOMEOWNER
Annual exterior bug and termite treatment	X	
Brick (Walls, Masonry) <u>HOA Responsibility:</u> - Repair/replacement of brick/mortar resulting from masonry deterioration including efflorescence, spalling, joint deterioration and cracking. Color/Size: Statesville Brick, Monticello Oversized or Monticello; Queen Tumbler ½" narrower <u>Homeowner Responsibility:</u> - Repair/replacement of brick/mortar resulting from actions performed by the homeowner that can cause damage to the brick and mortar (e.g., improper cleaning-high pressure washing, drilling into brick, etc.)	X	X

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ITEM	ASSOCIATION	HOMEOWNER
Doors <u>HOA Responsible for:</u> The painting/repair of front and/or side door(s) evaluated by the HOA contractor and deemed not cosmetic. <u>Homeowner Responsible for:</u> 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 Side Door Color: Lowe's Valspar Defense, Satin, Polished Mahogany SW2838 Side Door Color: Valspar Defense Exterior Ultra White	X	X
Exterior house numbers (Attached to unit)	X	
Exterior storm doors (Requires BOD approval)		X
Exterior Water Faucets		X
Fascia (the wooden board or other flat piece of material that covers the ends of rafters) <u>HOA Responsibility:</u> - Repair/replacement of fascia at end of useful life. <u>Homeowner Responsibility:</u> - Preventative maintenance. This includes any for the repair/replacement of fascia prior to the end of useful life.	X	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 at the end of useful life) <u>HOA Responsibility:</u> - Repair/replacement at the end of its useful life. <u>Homeowner Responsibility:</u> - Preventative maintenance performed prior to the end of useful life.	X	X
HOA plant replacement on common grounds and in HOA designated planting areas	X	

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HVAC (Repair/Replace)		X
Insurance of common grounds & buildings	X	
Insurance of the Unit		X
Outside Water Pressure Valve		X
Mailboxes (Excludes address label, keys and lock.)	X	
Painting of Dormer Gable Vents	X	
Porch steps, floor perimeter bricks, tiles, hand railings and columns (Requires BOD approval)		X
Pressure washing of unit exterior		X
Sanitary Sewer Lift Pumps <u>HOA Responsible for:</u> - 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. <u>Homeowner Responsible for:</u> - Sanitary Sewer Lift: Any malfunction of the 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.	X	X
Screened Porches (Requires BOD Approval)		X
Sewer problems inside the home		X
Sewer problems in the common grounds	X	
Shutters (Replace shutter or anchors; shutters will not be repaired.) Shutter Specifications: Westlake Item # 03040059010; Desc: 14.75 W x 59 H Blders Edge; Standard 2 panels, Color musket brown.	X	
Siding: <u>HOA Responsibility:</u> - Repair/replacement/painting/caulking of dormer siding, gable siding and porch siding at end of useful life <u>Homeowner Responsibility:</u> - Preventative maintenance. This includes the repair, replacement, painting and caulking of dormer siding, gable siding and porch siding prior to the end of useful life	X	X

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ITEM	ASSOCIATION	HOMEOWNER
Slab Foundation Repair/Replacement		X
Soffits (the underside of an architectural structure such as overhanging eaves) • <u>HOA Responsibility:</u> ○ Repair/replacement/painting/caulking of soffit at end of useful life. • <u>Homeowner Responsibility:</u> ○ Preventative Maintenance. This includes the repair, replacement, painting and caulking of soffit prior to the end of useful life.	X	X
Steel Lintels (a horizontal structural beam spanning the top of an opening, such as a door/window). This includes the lintels above the external home windows and garage door lenth gap. • <u>HOA Responsibility:</u> ○ Repair/replacement/painting/caulking of lintels at end of useful life. • <u>Homeowner Responsibility:</u> ○ Preventative maintenance. This includes the repair/replacement/painting/caulking of lintels at end of useful life.	X	X
Window washing interior and exterior		X
Windows, all glass surfaces and screens (Repair/Replace)		X
Window Structure (Repair/Replace-BOD Approval)		X
Window Replacement due to breakage by 3CW HOA 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	

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Revision History:

3/24/26: DRIVEWAYS: Expanded the responsibility for the repair/replacement of driveways to include both the HOA and Homeowner based upon the below criteria. This update was made because there are actions a homeowner can take that could damage a driveway.

Driveway (to garage door)

- **HOA Responsibility:**
 - Repair/replacement of concrete resulting from water and poor drainage, freeze-thaw cycles, soil movement and improper compaction, and improper installation.
- **Homeowner Responsibility:**
 - Repair/replacement of concrete resulting from heavy loads, planting bushes/trees too close to driveway, using de-icing salts.

3/24/26: DOORS: Added the front and side door colors. See below.

Side Door Color: Lowe's Valspar Defense, Satin, Polished Mahogany SW2838

Side Door Color: Valspar Defense Exterior Ultra White

3/1/26: CONCRETE SIDEWALKS: Changed the Item Header to Street Sidewalks to align with the 3 CW Reserve Study. Expanded the responsibility for the repair/replacing of sidewalks to include both the HOA and Homeowner based upon the below criteria. This update was made because some residents have requested the HOA to modify the street sidewalk leading to the porch of their home for various reasons; e.g., sidewalk too steep.

Concrete Sidewalks

- **HOA Responsibility:**
 - Repair of all concrete sidewalks (i.e., street sidewalks and sidewalks leading to porches)
- **Homeowner Responsibility:**
 - Modification of concrete sidewalk leading to the porch

3/1/26: DORMERS: Moved this section from “Exterior” to “Roofs.” Additionally, modified the verbiage under HOA Responsibility to include the following statement, “The HOA is not responsible for any damage to the inside of a home resulting from a leak.”

3/1/26: BRICK: Changed the Item Header Brick (Walls, Masonry) to align with the 3CW Reserve Study. Expanded the responsibility for the repair/replacement of brick/mortar to include both the HOA and Homeowner based upon the below criteria. This update was made because there are actions a homeowner can perform which will damage the brick/mortar.

- **HOA Responsibility:**
 - Repair/replacement of brick/mortar resulting from masonry deterioration including efflorescence, spalling, joint deterioration and cracking.
- **Homeowner Responsibility:**
 - Repair/replacement of brick/mortar resulting from actions performed by the homeowner that can cause damage to the brick and mortar (e.g., improper cleaning-high pressure washing, drilling into brick, etc.)

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3/1/26: FASCIA: This section was added because the HOA has received questions regarding who is responsible for repair/painting/replacement of fascia.

- HOA Responsibility:
 - Repair/replacement of fascia at end of useful life.
- Homeowner Responsibility:
 - Preventative maintenance. This includes any for the repair/replacement of fascia prior to the end of useful life.

3/1/26: FOUNDATION REPAIR/REPLACEMENT: Changed the Item Header to Slab Foundation Repair/Replacement.

3/1/26: SIDING: This section was added because the HOA has received questions regarding who is responsible for repair/painting/replacement/caulking of siding.

- HOA Responsibility:
 - Repair/replacement/painting/caulking of dormer siding, gable siding and porch siding at end of useful life
- Homeowner Responsibility:
 - Preventative maintenance. This includes the repair/replacement/painting/caulking of dormer siding, gable siding and porch siding prior to end of useful life

3/1/26: SOFFITS: This section was added because the HOA has received questions regarding who is responsible for repair/replacement/painting/caulking of soffits.

- HOA Responsibility:
 - Repair/replacement/painting/caulking of soffit at end of useful lift.
- Homeowner Responsibility:
 - Preventative maintenance. This includes the repair/replacement/painting/caulking of soffit prior to the end of useful life.

3/1/26: GARAGE DOOR LENTIL GAP: Title changed to Steel Lentils (includes around home windows and garage door lentil gap). Expanded the responsibility for the repair/replacement of steel lentils to include both the HOA and Homeowner. This update was made because if a homeowner decides to perform preventative maintenance to any of the lentils prior to the end of the item's useful life, the homeowner will be responsible for the costs.

3/1/26: REPLACEMENT OF SLOPED SIDEWALK TO UNIT: Deleted this Item. Combined this item in the section: Street Sidewalks

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

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

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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.

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.

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.