

Essex TH at Carolina Bay

Association and Owner Responsibilities

Last updated 5/18/15 (Draft)

	Association		Owner	Master	City	Utility Co
	Operating	Reserve				
Mowing, Edging & Maintenance of Grass	X					
Plant Trimming & Pine Straw replacement	X					
Pruning of ornamental trees (up to 15 feet)	X					
Irrigation Clocks & System	X					
Water for Irrigation system	X					
Backflow Preventors Testing	X					
Termite Bond and Annual Inspection	X					
Pest Control via Exterior Port	X					
Property Insurance - HOA required coverage	X					
Property Management	X					
Auditor expenses	X					
Pressure Washing	X					
Mail Kiosk - general maintenance (cost split)	X			X		
Roof Replacement (lifespan timeline)		X				
Exterior Siding - Hardiplank Replacement		X				
Driveways & Walkways - replacement		X				
Mailboxes/ Postal Station - replacement		X				
Painting of Exterior - Hardiplank*		X				
Painting of Exterior - Trim*		X				
Exterior Unit Light Fixtures		X				
Brick Repointing		X				
Warranty Items covered by Builder			X			
Roof Repairs (leaks, damage)			X			
Exterior Siding - Hardiplank Repairs			X			
Tree Removal			X			
Tree Replacement			X			
Plant Replacement			X			
Pruning of ornamental trees (over 15 feet)			X			
Sod Replacement			X			
Gutters - repairs, installation, cleaning			X			
Windows - Glass, Frames & Screens			X			
Garage - Doors (repairs and replacement)			X			

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Garage Slabs/Foundation			X			
Concrete Driveway - cleaning, cracks			X			
Downspouts & Gutters Existing and New			X			
Decks railings and deck surfaces			X			
Doors - Unit entrances (including frame and hardware)			X			
Doors - Unit Storm			X			
Door - other than garage (repairs and replacement)			X			
Hose Bibs			X			
Gas Line for Grill, Fireplace, outside lantern			X			
Vent Screens/Animal Intrusion Protection			X			
Property Insurance - Unit (100% replacement value)			X			
Property Taxes - Unit			X			
Pest Control - indoor animal intrusion, bees			X			
HVAC unit including wires, pipes, conduit, stand, etc			X			
Back deck - railings, floor boards, screening			X			
Front porch - railings, floor boards, columns			X			
Unit entrance - steps, risers, railings, columns, canopy			X			
Water lines after meter to unit			X			
Cable and Service Utilities (inside)			X			
Pool & Pavilion				X		
Greenspace, Play Areas				X		
Ponds, Retention Areas				X		
Landscape Buffers on Plat				X		
Trails, Common Areas				X		
Entrance Facilities, Signs, Lighting, Flowers				X		
Roadways					X	
Sidewalks					X	
Street Lights (repairs and electricity)					X	
Utility Boxes (cable, electric, etc)						X
Water lines before meter						X
Water meters						X
Cable and Service Utilities (outside)						X

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*Declaration does not reference painting - need to amend

*Determine detail of responsibility - include railings, front entrance, screen replacement, deck surface, etc.