

ARBOR RIDGE HOMEOWNER ASSOCIATION, INC. 2022
A. RESPONSIBILITY FOR BUILDING MAINTENANCE

| ITEM/SERVICE | ASSOCIATION | HOMEOWNER | OTHER |
|---|---|---|----------------|
| Roof including materials and appurtenances | Replace/repair/seal | | |
| Exterior walls, trim, window and door trim only | Repair/replace, paint/stain/grout/seal | | |
| Doors to outside (sliding, garage, walkout) | | Repair/replace: all except upgraded front doors | *see next page |
| Front Door other than upgraded doors | Repaint any front doors - only standard color | Repair/replace | *see next page |
| Front Door - Upgraded | | Repair/replace/ paint/stain: all upgraded front doors | *see next page |
| Garage to house door | | Repair/replace/paint | |
| Exterior window sash, sills and trim | Paint/seal | Repair/replace | |
| All glass | | Repair/replace | |
| Exterior components of basement walkout | | Repair/replace | |
| Storm doors | | Repair/replace | |
| Screens, screen doors | | Repair/replace | |
| Fireplace: vents, flue pipe, exterior caps, wall vents, roof vents and other parts. | | Repair/replace/ cleaning | |
| Flue pipe, roof vents, for other than Fireplace | Repair/replace | cleaning | |
| Dryer Vent Cap, Bathroom Vents (to exterior only), Microwave | Repair/replace | | |
| Gutters and downspouts including cleaning and connection to storm drain | Repair/replace | | |
| Hose bibs, exterior and interior portion in garage | | Repair/replace | |
| Hose bibs, exterior portion outside of unit | Repair/replace | | |
| Hose bibs, interior components, front and rear within unit | | Repair/replace | |

ARBOR RIDGE HOMEOWNER ASSOCIATION, INC. 2022
A. RESPONSIBILITY FOR BUILDING MAINTENANCE CONTINUED

| ITEM/SERVICE | ASSOCIATION | HOMEOWNER | OTHER |
|---|---|-----------------------------------|---------------------|
| Garage carriage lamp fixtures, Front porch carriage lamp fixture | Repair/replace* | | Bulbs excluded |
| Hose bibs, exterior portion outside of unit | Repair/replace | | |
| Hose bibs, interior components, front and rear within unit | | Repair/replace | |
| Garage carriage lamp fixtures, Front porch carriage lamp fixture | Repair/replace* | | Bulbs excluded |
| Front porch light fixtures other than Carriage Lamp fixtures | | Repair/replace | |
| Light fixtures on back of unit | | Repair/replace | |
| Exterior elec. outlets, all interior electrical, & door bell button(s) | | Repair/replace | |
| * Unless damaged by homeowners / actions | | | |
| Extermination - Interior | | All | |
| Extermination - Exterior (unit & grounds only) | Bees, hornets, wasps | All other pests | *** See notes below |
| Mailboxes and enclosures | Repair/replace | | |
| Address numbers | Repair/replace | | |
| Decks, and rear wooden steps | Wood stringers, risers, and skirt boards. Paint or Stain | Repair/replace | ** See Below |
| Deck privacy fences, patio privacy fences. | | Paint / stain / repair/replace | ** See Below |
| Patio enclosures and screens | | Repair/replace | |
| Concrete Stoops/Walkways | | Repair/replace | |
| All approved changes added by owner | | Repair/replace | |
| Garage floor; garage door weatherstripping | | Repair/replace | |
| Heating / air-conditioning equipment including pad and flue | | Repair/replace | |

ARBOR RIDGE HOMEOWNER ASSOCIATION, INC. 2022
A. RESPONSIBILITY FOR BUILDING MAINTENANCE CONTINUED

| ITEM/SERVICE | ASSOCIATION | HOMEOWNER | OTHER |
|--|----------------|----------------|-------|
| Sewers, drains, water lines, and sump pump (within unit) | | Repair/replace | |
| Storm water laterals | Repair/replace | | |
| Sanitary sewer laterals | Repair/replace | | |
| Water service laterals | Repair/replace | | |

* Unless damaged by homeowners / actions

** It should be understood that the repair and replacement of individual patios; paving, fences, and retaining walls and our deck surfaces, railings, fences, gates and rear steps, are the responsibility of the individual homeowner. The HOA does paint/stain wooden surfaces on a regular basis, to maintain uniformity.

Deck/fence stain- Benjamin Moore Arborcoat, and the color is #1232 "Fresh Brew"

Front Door paint: Sherwin Williams extrior acrylic latex, color is #6034 "Dark Auburn"

***Treatment of personal property (e.g., patio furniture) is not included.

*** Removal of the treated and/or inactive wasp/homet nests is the homeowners responsibility.

ARBOR RIDGE HOMEOWNERS ASSOCIATION, INC.
B. RESPONSIBILITY FOR GROUNDS AND LANDSCAPE

| ITEM/SERVICE | ASSOCIATION | HOMEOWNER | OTHER |
|--|---|-----------|--|
| Roads/Drives | All | | |
| Grass | All | | |
| Trees/shrubs - HOA planted | All | | |
| Trees/shrubs - Homeowner planted | | All | |
| Community Sidewalks along Balmoral Drive | | | Town of Penfield |
| Private Drive Sidewalk along Sonoma Drive | | | Town of Penfield |
| Street lighting - Private Roadways | All | | |
| Street lighting - Public Roadways | | | Town of Penfield |
| Snow Removal | Private Roads, Homeowner Driveways, HOA Parking Areas | | |
| Storm water and sanitary sewer mains | | | Town of Penfield |
| Dedicated water mains | | | MCWA |
| Electric Services | | | |
| Pad mounted transformer | | | RG&E |
| Underground Service laterals from transformer to meter | | All | |
| Meter Box | | All | This is the metal unit that the electrical meter is mounted on - outside your unit |
| Electrical meter | | | RG&E |
| Gas Service: | | | |
| Underground lines, gas meter | | | RG&E |
| Telephone lines | | | Frontier |
| Cable TV lines | | | Cable company |

ARBOR RIDGE HOMEOWNERS ASSOCIATION, INC.
C. RESPONSIBILITY FOR INSURANCE

| ITEM/SERVICE | | ASSOCIATION | | HOMEOWNER | | OTHER |
|--|--|-------------|--|-----------|--|-------|
| Property and Casualty Insurance | | All | | | | |
| Liability insurance for all common areas | | All | | | | |
| Directors' and Officers' liability insurance | | All | | | | |
| Insurance to cover full repair or reconstruction work on all townhomes from a covered loss | | All | | | | |
| Individual content / liability insurance | | | | All | | |
| Value of any improvements made to a unit after closing | | | | All | | |
| | | | | | | |

Note: It shall be the responsibility of each homeowner at his / her own expense to provide as they see fit homeowner's liability insurance, theft and other insurance protection covering personal property damage or loss. Homeowners are reminded that the general HOA policy only covers their unit "as built", any additions, modifications, or improvements made after closing are the responsibility of the individual homeowners.

There appears to be a need to document the current HOA board position on planting, maintenance, removal, and / or replacement relative to landscape plantings, specifically relative to those put in place by the builder.

This interpretation of our Declaration and General Rules could be shared with homeowners as communication from the Management Company and the Board together. This will allow us to maintain consistent set of procedures.

Our interpretations are:

1. Per the offering document (Declaration), the Association is responsible for the maintenance of builder-planted shrubbery on HOA property.
2. The Association has the authority to maintain, remove, and replace any plantings as it sees fit, with guidance and advice from landscape and other professionals, as requested by the Board of Directors. The Association is not obligated to replace any particular planting(s,) but may do so as it sees fit.
3. The Board of Directors has established a procedure, and has a history, allowing homeowners to maintain, remove, and replace plants including shrubs and trees on both HOA and homeowner property, with an approved variance request.
4. With the approval of a variance request, the responsibility to plant, maintain, and potentially replace plants approved by that request becomes the responsibility of the requesting homeowner and subsequent homeowners of that unit.
5. Should a unit be purchased with plantings that were already in poor condition upon sale, or which the new owners wish to replace, the new homeowners may submit a variance to install replacement plantings, at their cost and responsibility.
6. While maintenance of new homeowner plantings is a homeowner responsibility as agreed to on the variance request, the Association may elect to allow its contractors to maintain them (trim, prune, treat for disease etc.) at its discretion. Should the Association's contractors do any such maintenance from time to time, that maintenance does not remove future responsibility from the homeowner. The responsibility remains with the homeowner per the variance request.
7. Reasonable care such as providing sufficient watering to plantings (builder, homeowner, or Association planted) is required by the homeowner.