

LAKWOOD SHORES HOMEOWNERS ASSOCIATION
MAINTENANCE, REPAIR, AND REPLACEMENT POLICY

1. Introduction.

The Association receives questions from time to time whether the Association or the homeowner is responsible for the maintenance, repair, or replacement of some items located on the exterior of the residences and on the individually owned lots within Lakewood Shores. The owners who volunteer to serve on the Board of Directors decided that a current written maintenance policy would be a benefit to everyone. Relying on the contents of our Association's CC&R's, the Bylaws, and California Statutes, the Board has developed, with the assistance of the Association's attorneys, a policy outlining the maintenance, repair, and replacement responsibilities of the Association and the lot owners. The description that follows identifies the building components that tend to be the subject of the most questions. Of course, this Policy is not meant to be exhaustive, and if you have a question about a component that is not on the Policy, please direct your specific concerns to the Association by addressing your question to the Association's management company. This Policy supercedes and replaces all previous policies.

Lakewood Shores is legally described as a planned development. Each owner owns the lot on which his or her home is located, the home itself, and all improvements on the lot. Lakewood Shores is not a condominium project, as that term is used in the California Civil Code. The main difference between a condominium project and a planned development, as far as maintenance and repair is concerned, is that in a planned development like Lakewood Shores, each owner is responsible for the maintenance, repair, and replacement of his or her own home, the lot, and all improvements located on it, *unless the CC&R's state otherwise*.

As discussed below, the CC&R's do require the Association to maintain and repair the individually owned residences to a limited extent. The Association has been collecting assessments to build up the Association's reserve accounts to allow the Association to repair and replace the roofs on the residential buildings, and to periodically paint the exteriors of the homes as needed, all as required by the CC&R's. The Association has not, however, been collecting assessments to fund maintenance, repair, or replacement costs for those areas of the homes or lots that are not the Association's responsibility.

2. Association Responsibilities.

The Association is generally responsible for:

- a. Maintenance, repair, and replacement of the Common Area and all improvements on the Common Area, such as the pool, the community recreational facilities, the water features, perimeter wrought iron fencing, landscaping, and the streets;
- b. Maintenance, repair, and replacement of the roofs on the homes and builder installed skylights. The Association typically removes debris from the gutters one time each year at the time debris is removed from the roofs. Owners are otherwise required to remove debris from their gutters and downspouts during the year as needed;

c. Periodic repainting of the exterior surfaces of the homes and garages, including periodic repainting of: 1) front entry doors; 2) wooden garage doors; 3) exterior stairways; and 4) exterior balcony railings;

d. Periodic maintenance and repairs of the decorative, nonstructural shingle siding, wood trim and eaves on the exterior of the homes; and

e. Periodic fumigation of the buildings, when approved by the membership.

3. Owners' Responsibilities.

With the exception of the areas maintained by the Association, each owner is generally responsible for all aspects of the maintenance and repair of the owner's home, garage, and private yard, including:

a. Repair and replacement of the structural components of the home;

b. The repair and replacement of balcony decks (including the deck coating), ground floor concrete and wooden patios, and exterior stairs serving the residence;

c. The repair and replacement of the gas, water, electrical and sewer pipes and equipment serving the owner's residence and yard, as well as the air conditioning, water heaters, television cable and other utilities and fixtures serving the owner's residence and yard;

d. The painting, maintenance, repair, and replacement of all improvements installed on the lot by a resident, including patio covers and fencing (Note: no improvement may be installed without prior Association approval pursuant to Article X of the CC&R's);

e. Pest control within the residence, including termite related interior repairs;

f. Maintenance, repair and replacement of windows, including window frames, window seals, window screens, window glass, and all related hardware;

f. Repair and replacement of front entry doors, hot water heater closet doors, utility doors, laundry room doors, including all hardware, seals, thresholds, and hinges and repair and replacement of garage doors, including all hardware, springs, and opener;

g. Repair and replacement of front and back porch lights (with fixtures approved by Association);

h. Maintenance, repair, and replacement of hose bibs and water shut-off valves located on the owner's lot; and

i. Maintenance, repair, and replacement of rain gutters and downspouts. In the event the Association must remove a rain gutter or downspout to repair wood on the residence, the Association will replace the rain gutter or downspout if it is damaged during removal and cannot be

re-installed. Following installation, the homeowner will be responsible for all future maintenance, repair, and replacement.

4. Insurance Information.

Although the Association currently maintains a master fire insurance policy for the residential building structures, owners should consult with their individual insurance broker or agent to confirm that they are adequately insured for any damage that may occur within the interior of residence. The master property damage policy does not cover most kinds of damage that might occur within the interior of the homes and the Association's insurance does not cover any personal property within the homes. The Association's policy also does not pay for moving or relocation (hotel) expenses. Owners are advised to purchase their own insurance policy for the interior of the home, for their personal property, and for their relocation expenses. Moreover, even if a loss is covered by the Association's policy, owners may nevertheless be responsible for paying all or a portion of any deductible that applies depending upon the cause of the damage. An owner's individual policy may cover the Association's deductible, so members should consult with their individual insurance broker or agent for appropriate insurance advice.