

**ROCKLEDGE HOMEOWNERS ASSOCIATION  
EXTERIOR MAINTENANCE POLICY  
ADOPTED NOVEMBER 18, 2020**

The following is the policy of the Board of Directors of the Rockledge Homeowners Association defining what is meant by "exterior maintenance on each lot" as used in Articles VII of the Declaration of Covenants (filed September 9, 1983) and amendments thereto. This entire policy should be read to exclude from the Association's responsibility any damage to any of the covered items caused by willful or negligent acts of the owner, his family, guests or invitees. **Any external modifications must be submitted with a home modification form, along with a plan, and be approved by the HOA.**

**A. Roofing:**

The Association is responsible for replacing roofing, based on a minimum life expectancy of 20 years. Replacement could include: shingles, roofing felt, roof deck if needed, drip strips, roof edging, flashing around vent pipes, ridge vents. All of these items will be done only if deemed necessary by the roofing contractor or any other professional person on whom the Association would rely. Replacement shingles will be of a neutral color to be approved by the Association.

Any structural damage must be repaired or replaced at the owner's expense. Fire, wind, or another storm damage should be covered by owner's insurance. The Association is not responsible for storm related damage or damage from unknown sources.

**PLEASE NOTE:** The furnace vent pipe along with the flashing for that pipe is considered part of the furnace and is the owner's responsibility.

**B. Vinyl Siding and Aluminum Trim:**

The Association covers the maintenance or replacement necessary due to normal wear. The Association is not responsible for cleaning the mildew or mold from the siding or for repairing any damage caused by owner/tenant/visitor's negligence.

**C. Octagonal Windows:**

The Association is responsible for normal wear and deterioration on the brick mound and jamb. When determined that total replacement of a fixed sash octagonal window is necessary, the exterior trim is included. Painting of the interior trim and wall area is the responsibility of the owner.

#### **D. Front Doors:**

The original steel door, along with the doorjamb and brick mould, is covered by the Association. Door items not covered by the Association include: magnetic weather-strip, threshold, threshold weather-strip, lock, dead bolt, hinges and any accessories (such as peepholes, doorknockers, storm doors). Door color may not be changed and the storm door must be shown on modification plans submitted by the homeowner to the HOA office.

#### **E. French Door/Aluminum Sliding Door/Utility (Furnace Room) Door:**

The Association is not responsible for any maintenance where the patio has been enclosed (either screen or glass enclosed). On open patio homes, (no roof over slab) the Association is responsible for the French door (patio door) exterior painting and also including the jamb and brick mould. Any replacement of the original door is evaluated by the Board and, if replacement is required, it will be reimbursed up to 50% of the cost or up to \$550. Items not covered by the Association include magnetic weather-strip, lock, dead bolt, hinges, glass and any part of the hinged door to which a storm door has been attached. Coverage for Utility Room Door is for open patio conditions only, and includes a completely new steel or vinyl door (if necessary), doorjamb, and brick mould (if necessary).

#### **F. Overhead Garage Door/Garage Access Door:**

Deteriorated overhead doors are the responsibility of the homeowner including weather stripping and capping.

Any replacement of the ORIGINAL door will be evaluated by the Board and if replacement is required, it will be reimbursed at 50% of the cost up to \$350.

Deteriorated access doors to the garage will be replaced by a vinyl door. Jam and brick molding will be replaced or repaired at the discretion of the Association.

Thresholds to be replaced at the discretion of the board. Doors damaged by the homeowner, guests, or visitors are the responsibility of the homeowner. Overhead doors and capping damaged by others (not the homeowners, guests, or visitors) proven to be the fault of the landscapers must be reported immediately and are the responsibility of the landscaper.

#### **G. Gutters and Downspouts:**

The Association is responsible for normal wear and tear. Damage by ladders, debris, ice removal, wind, snow and freezing are not covered by the Association. Owner is responsible for these types of repairs and will promptly have work accomplished.

## **G. Gutters and Downspouts cont'd:**

The HOA is responsible for cleaning the gutters twice a year; once in the spring and once in the fall. The time period will depend on the weather conditions. Homeowners will pay the cost of discretionary additional cleaning at other times.

## **H. Porch Posts at Front Entrance:**

The Association is responsible for repairing, painting, or replacement of posts. Posts that have been covered by aluminum, vinyl, or other materials are the responsibility of the homeowner.

## **I. Fireplace Chimneys:**

The original galvanized chimney tops including the spark arrestor are covered. Flue deterioration, cleaning, or damage due to flue cleaning, is not covered by the Association. Maintenance cleaning is the responsibility of the homeowner.

Homeowners must be aware that the fireplaces were originally designed to be wood-burning, but not designed to heat the entire house. Consequently, care must be taken not to build huge fires and to have the fireplace and chimney cleaned as routine maintenance.

If a wood-burning fireplace is changed to natural gas, it is recommended that the gas company or a certified plumber make the installation.

The HOA office must be notified if the fireplace is converted to gas. This can be done by a telephone call or a written document. Gas line locations are important for the homeowner and the HOA, especially when outside maintenance is performed.

## **J. Outdoor Lighting:**

Lamp Posts/Security Lighting: The post, lighting fixture, photocell switch, and underground wiring are covered by the Association. All homeowner-installed lighting, such as motion or walkway perimeter lights, is the responsibility of the homeowner. All homeowner-installed lighting must have prior approval from the Board.

## **J. Outdoor Lighting cont'd:**

Exterior Fixtures Mounted on Home or Garage: The fixture and photocell switches, where applicable, are covered. Wiring to the fixtures is the responsibility of the Association. The exterior lights are part of our security system and the Association will replace bulbs and maintain the fixtures. The homeowner is obligated to maintain electrical current to these fixtures except in the event of a power failure.

## **K. Outside (Antifreeze) Faucets:**

The outside faucet is the total responsibility of the homeowner. It is suggested that an insulated cover be placed over the faucet in the wintertime.

## **L. Telephone and TV Cable:**

The Association has no responsibility for these optional services, including PA One calls.

## **M. Outdoor Duplex Receptacles:**

These are positioned on porch and patio exterior vinyl walls and are the responsibility of the homeowner. No additional outdoor receptacles may be installed without prior Board approval.

## **N. Patio Enclosures:**

Once enclosed, either by screen, glass, or both, the interior and exterior surfaces become the responsibility of the owner. This includes all structural members of the enclosure including the roof and roofing surface, gutters, downspouts, painting, glass, screening and concrete slab. **Refer to Patio Enclosure Requirements and Specifications Amendment attached.**

## **O. Patio Dividers:**

The Association is responsible for the common wall (wooden dividers) separating adjoining open patios. Repair, replacement, or painting will be at the discretion of the Association.

If one of the homeowners sharing the common divider encloses their patio with either screen or glass and the divider is incorporated into the enclosure, the enclosed side becomes the responsibility of the homeowner; the open side remains the responsibility of the Association.

### **P. Under Slab Interior Plumbing:**

This includes the hot and cold-water supply lines and all plastic (PVC) drainage lines. This plumbing is considered interior and is the responsibility of the owner.

### **Q. Fences:**

Fences on common area are the total responsibility of the Association. Maintenance, removal, or replacement are at the discretion of the Association.

### **R. Air Conditioners:**

The air conditioner compressor unit and the electric box on the exterior of the building are the sole responsibility of the homeowner as is the cement slab under the compressor. In view of energy efficiency, safety, and aesthetics, it is recommended that the pad be kept level.

Additional units, heat pumps and generators may be installed with placement in one of the following locations: within the three (3) foot area currently allotted to the Homeowner for planting as close to the compressor as possible, on the patio, or within the utility room. All must be brought to the Board of Directors for approval.

### **S. Concrete Slabs:**

Every home has a poured concrete slab at the main entrance and a patio slab off from the French doors. Unless these slabs are enclosed or screened, the Association will, at its discretion, repair or replace the slab.

### **T. Flower Beds & Shrubbery:**

Any flower beds or shrubbery created by an homeowner or permitted by an homeowner for his tenant must comply with Paragraph 7A & 7B of the Rules and Regulations and must be removed and returned to the original ground condition if, in the opinion of the Board, said beds become unsightly, not weeded or may, in any way, become a nuisance to others.

## **U. Resale & Inspection**

Anytime a townhouse is listed for sale, the HOA office must be notified and a resale inspection, as required by PA law, must be performed. This inspection is of the outside of the home and garage but will include any existing unpaid fines or late unpaid monthly maintenance fees. Any damage to the exterior of the home will be the responsibility of the current homeowner. Any individual plantings must be removed prior to the sale, or the buyer will accept these plantings and a statement indicating such will be filed at the HOA office.

## **V. Satellite Dishes:**

Satellite dishes one meter or less in diameter are allowed within the Rockledge Association and may be placed on the outdoor patio slab, enclosed patio roof, utility room roof, or as the last option, the main roof.

Dishes may not be placed on the siding or in the common ground area of Rockledge.

Should it be necessary to replace the roof, the homeowner is responsible to have the dish removed and then reinstalled.

Should a home be sold with a dish attached, the resale inspection will indicate that the dish MUST be removed prior to the sale and any damage caused by the removal will be the responsibility of the current homeowner. It is recommended that a contracted representative of the HOA remove any dish with the cost borne by the homeowner.

**Note: The above maintenance policy is subject to change by the Board of Directors and supersedes any previous maintenance policy issued by Rockledge Homeowners Association.**