

Cambridge Court Homeowners' Association, Inc.

Responsibility Matrix

This Document serves only as a quick guide to responsibility for certain elements on Cambridge Court. For a more detailed description, refer to the Rules and Regulations. If a discrepancy arises between this Matrix and the Rules and Regulations, then the Rules and Regulations shall govern.

Cambridge Court Responsibility Matrix	Association Responsibility	Homeowner's Responsibility	Variance Required
Common Area Maintenance			
Landscaped areas and common grounds	X		
Lawn cutting and seasonal cleanup (raking)	X		
Shrubs and trees	X		
Landscaping in 16 ft rear yard privacy area		X	
Shrub, tree, and lawn watering		X	
Roadway and Driveway sealcoating (every 2 years)	X		
Driveway maintenance or replacement		X	X
Snow removal driveways, roadway, and visitor lots	X		
Snow removal front sidewalks and porches		X	
Exterior of Buildings			
Siding and trim, including painting and staining	X		
Roof	X		
Gutters and downspouts, including repair / clean	X		
Rear decks and patios, including staining		X	X
Rear wooden steps - repair or stain		X	
House numbers	X		
Exterior Garage Lights and Porch Lights		X	X
Exterior Garage Light Photocells		X	
Exterior Electric Outlets		X	
Fireplaces & Chimneys			
Interior components		X	
Exterior components and chimney cap	X		
Chimney/furnace cleaning		X	
Front Porch/Walks			
Front entry porch slabs, columns, and ceilings	X		
Front Sidewalk Replacement/Repair		X	X
Front Porch / Sidewalk Snow Removal / De-icing		X	
Doorbells		X	
Electrical panel box and conduit		X	

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Doors			
Front entry door, frame, and sidelights		X	X
Front entry door sidelight glass		X	
Hardware replacement/repair		X	
Side and rear doors incl. sliding glass doors		X	X
Storm door - brown, full-height glass		X	X
Exterior painting/staining	X		
Garage door replacement, maintenance, or repairs		X	X
Garage door openers		X	
Painting Garage door exteriors	X		
Windows and Skylights			
Glass replacement / fogged window repair		X	
Garage windows		X	X
Window replacement		X	X
Window exterior trim	X		
Window interior frames and sills		X	
Window hardware		X	
Window mullions, muntins and grilles		X	
Painting, caulking, weather sealing (Interior)		X	
Caulking, weather sealing (Exterior)	X		
Skylight installation, replacement, or repair		X	X
Skylight curbing and flashing	X		
Heating and Cooling Systems			
Furnace System		X	
Air conditioning / Heat pump system		X	
Air conditioner / heat pump junction box		X	
Privacy Fence			
Originally installed privacy fence, stain and repair	X		
Enclosed privacy fencing		X	X
Plumbing			
Hose Bibb (including outside faucet handle repair)	X		
Hose Bibb in Garage		X	
Interior Plumbing		X	
Vents/Exterior			
Roof, gable, soffit, and plumbing vents	X		
All exterior soffits	X		
Bird screens in vents	X		
Laundry, kitchen, and bath exhaust vents		X	
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Responsibility Matrix			
Insurance			
Master policy for Structure, Liability for common areas	X		
"Improvements & Betterments" (HO-32)		X	
Personal Contents, Liability and Umbrella (HO-6)		X	
Services and Miscellaneous			
Garbage (black plastic bags only) MONDAY	X		
Recycling collection (bins) MONDAY	X		
Disposal of larger items or construction debris		X	
Dumpsters - in driveway only, 7 day max.		X	
Interior pest control for insects, ants & mice		X	
Exterior pest control for carpenter ants/wasp nests	X		
Undomesticated or stray animal removal	X		
Damage to structure or lawn by carpenter ants, wasps or undomesticated animal	X		
Flags - U.S. ONLY - YES		X	
Signs - Real Estate / For Sale - NO		X	
Signs – Home Security System - YES		X	
Signs - Real Estate Open House (2) - YES		X	
Signs – All other - NO		X	
Garage/Estate/Moving Sales - Individual - NO		X	
Telephone, Cable TV & underground cable		X	
Satellite dish		X	X