March 26, 2020

**Stella Maris Master HOA**

**Responsibility Summary**

**Owner’s Responsibility** **Association’s Responsibility**

**Alarms**

All alarms and security systems, installation, No responsibility

Maintenance and repair.

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**Clothes Dryer Vents**

Inside and Outside dryer vent cleaning and Periodically the Association contracts for dryer vent

Maintenance Clean out.

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**Docks**

Keep clean and free of mold. Maintain and Water to the docks

Repair at owner’s expense as determined by the

Board. Electric to dock.

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**Driveways and Walkways**

Keep driveways and entrance walkways free No responsibility

of debris and mold. Power washing and

maintenance as required.

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**Sidewalk around the seawall and**

**common element sidewalks (south side)**

No responsibility Power washing and maintenance as required.

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**Electrical**

All interior electric. Lights in the front entry Lighting around seawall

and on outside garage wall.

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**Exterior Doors, Windows & Lights**

Maintain, repair and replace glass and When replacing front doors and windows, Board must

frames as required. Fixtures must be white. approve.

door must be house color or white.

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**Garage Doors and Garage Screens**

Repair, maintain and replace garage automatic Paint overhead garage doors per paint schedule.

door opener, and garage door including springs,

brackets, tracks, bolts, knobs, screens and locks.

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**Gutters, Fascia Board, Soffits & Downspouts**

Examine the perimeter of the building periodically; No responsibility

clean and power wash as necessary.

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**Heating and Air Conditioning**

Purchase, maintain, repair and replace as required. No responsibility

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**Insurance**

Liability, building contents (personal property) and Liability Insurance for common areas, Directors fire, wind, and flood damage. Notify management Officers liability insurance and Workers

company of policies annually. Compensation for employees, if any.

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**Irrigation**

Report any problems to the Buildings and Grounds Maintain, repair and replace system components

Committee or the board. as required.

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**Mail Box**

Periodic cleaning as needed Maintain and repair as required Replace as needed

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**Landscape**

Keep yard free of animal waste. Maintain shrubs as Mowing, fertilizing mulching and trimming of all

desired. Remember, when you are not here, our shrubs, plants, flowers and trees in

landscaping company may hedge trim if board feels common areas and around homes.

they are overgrown and not maintained. The Board may remove trees that may cause a

 hazard from any lot or common area.

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**Painting**

All interior painting All exterior walls, trim, windows and doors per

Exterior painting as needed not paint schedule.

Due to normal wear and tear.

Owner must comply with paint

Color requirements.

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**Pest Control**

termite infestation. Interior and exterior pest control

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**Pets**

No more than two (2) pets allowed. Must keep No responsibility

yard free of animal waste. Must be on a leash

when taken outside of the home. Excessive

noise not tolerated.

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**Plumbing**

Cleaning and repair of sewer lines from the No responsibility

residence to the main pipe outside the unit.

all water lines from the meter and backflow

device to residence. Any damage to landscape

and hardscape caused by failure of any of the

above. Faucets interior and exterior.

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**Roofing**

Interior repair and repainting of damage to interior All tile, sheathing, original skylights, solar tubes, vents, personal property caused by failure of roof. fabric or underlayment for normal wear and tear only.

You are responsible for any Solar Hot Water Panels. All other damage is the residents’ responsibility.

trusses and other framing that are deteriorated.

Any damage caused by any circumstance other than

Normal wear and tear from aging roofs.

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**Pools, Lanai and Pool Cages**

Maintenance, repair and upkeep of screens, frame, No responsibility

pool deck and pool. Pool must be filled and

maintained – no green. Keep pool area clean.

No mold or poor water quality.

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**Rules, Regulations and By-laws**

All owners, family members and guests MUST be Create, Review, modify and enforce.

familiar and in compliance. It is assumed that all

residents know and understand the rules of the

Association.

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**The General Rule:**

 The HOA is responsible for exterior for normal wear and tear.

The Homeowner is responsible for 1. the interior. 2. All exterior damage not due to normal wear and tear.

 Failure of an HOA common element:

* HOA repairs or replaces the common element
* Homeowner repairs of replaces any resulting damage.