

Heritage Trace Maintenance Responsibility Chart		
Item	Homeowner	Association
Alleyway		xxx
Dead or diseased trees/shrubson owners lot that were put in by the builder		xxx
Dead or diseased trees/shrubs on common area property		xxx
Decks, screened porches (cleaning/painting/repair)	xxx	
Drainage issues related to grading	xxx	
Drainage issues related to gutters/downspouts		xxx
Exterior door staining/painting		xxx
Exterior door/door frame replacement/repair	xxx	
Exterior numbers	xxx	
Exterior window frames, glass and encasements	xxx	
Fencing/Divider Panels on any Lot	xxx	
Foundation/structural parts of property	xxx	
Garage Door (maintenance/repair/replace)	xxx	
Garbage receptacles	xxx	
Grounds - Maintenance of individual yards		xxx
Grounds - turf and plant fertilization, herbicide		xxx
Grounds - semi-annual pruning - all shrubs		xxx
Grounds - Common area/landcaping/turf		xxx
Grounds - Landscaping/Fencing - Owner Installed	xxx	
Grounds - Mulch/pinestraw in common areas and individual yards		xxx
Gutter cleaning		xxx
Gutter replacement and repair		xxx
Heating/AC units & feeder lines	xxx	
Interior repairs caused by leaks	xxx	
Lighting - common area		xxx
Lighting & electrical fixtures for individual units	xxx	
Mail kiosk repairs		xxx
Mail box - individual box locks	xxx	
Parking area and driveway repair for individual units	xxx	
Pest control - inside/outside home	xxx	
Porches - ceiling, rail, and columns (cleaning/painting/repair)	xxx	
Power washing/ cleaning of individual unit (prior to a painting project, the HOA power washes the unit)	xxx	
Repair/Maintenance of architectural changes	xxx	
Roof Maintenance(repair) **Please refer to Important note below		xxx
Screens	xxx	
Shutters		xxx
Siding & trim (repair as needed)		xxx
Storm doors	xxx	
Structural problems	xxx	
Termite inspection		xxx
Termite damage repairs	xxx	
Walkway maintenance		xxx
Water/sewer lines damaged by HOA		xxx
Water/sewer lines from property line to the meter		xxx
Water/sewer lines inside owners unit to property line	xxx	
Weatherstripping	xxx	
Windows, fixtures, door hardware, front step railings	xxx	
**IMPORTANT:In the event that the need for maintenance, repair, and/or replacement is		
caused by fire, lightening,windstorm, hail, explosion, riot, riot attending a strike, civil commotion,		
aircrafts, vehicles and smoke, as well as other simillar conditions/situations beyond the Associations		
control, the foregoing are defined and explained in the NC Standard Fire and Extended Coverage		
Insurance Policies, the cost of such maintenance, repair and/or replacement shall be the		
responsibility of the Owner		