

**POLICY AND CLARIFICATIONS FOR THE
MAINTENANCE OF GARAGE DOORS**

BOARD APPROVED NOV. 25, 2014

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References: Declarations 5.02: "By the Owners. Each owner shall maintain his unit and all improvements upon his lot in first class condition, except those portions of his unit and lot which are to be maintained by the association as discussed above. Included within the responsibility of the owner, shall be windows, screens, sliding glass doors, garage doors and doors on the exterior of his unit, and framing for same; all landscaping and improvements within any fenced or walled-in area of the owner's lot; and all fences on the lot, all of which shall be maintained by the owner in good condition and repair and in a neat and attractive manner".

And: 5.01.7 "the Association shall have the right to maintain such other areas ... as the board determines from time to time is in the best interest of the owners".

Preamble: In 1993, the Board issued this clarification of the policy which it had adopted regarding the repair and maintenance of garage doors and other exterior doors:

1. The Board of Directors has determined that it is in the best interest of the Owners that the Association be responsible for the painting of garage doors and exterior doors so that there will be a uniformity of color; and for the maintenance of the garage doors, namely the minor repair of rusted areas promptly reported to the Association by submitting a Maintenance Request.
2. Although the Association has chosen to maintain the exterior doors and garage doors as stated above, this in no way eliminates the Owner's responsibility for the replacement of these doors when it becomes necessary.
3. In practice, The Association will schedule periodic painting of the exterior trim of the buildings, including exterior doors and garage doors. This will be a regular maintenance item at the Association's expense. In addition to scheduled periodic painting, it is the Owner's responsibility to promptly report any rusted areas of an exterior door or garage door by submitting a Maintenance Request even if the unit is leased to a third party or if the owner is out of town for some period of time. Once notified in writing, the Association will perform minor repair and maintenance to preserve the doors.
4. Should the Association, at its sole discretion, determine that the rusted area is not repairable, replacement of the exterior door or garage door, or section will be the Owner's responsibility. The Association will be responsible for painting the replaced door.

In 2014, the Board issued the following further clarifications:

Policy for Existing Doors: Unit Owners are responsible for monitoring the appearance and routine maintenance of their garage doors. Owners must arrange for timely correction if their garage door needs minor repairs and/or painting. Owners may do so by requesting to 'piggyback' on the annual painting contract if their building is not scheduled to be painted that year. Owners wishing to do so should contact the Management Company to ensure their door is added to the painting contract.

Note 1: Longtime owners have discovered that a simple hose-washing of garage doors, especially along the top edge of each panel, done every 3 to 4 months, will effectively prevent rust and decay by cleaning off accumulated dust, airborne debris and dirt, and rain and sprinkler overspray before they can cause permanent damage.

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Policy for New Doors: Unit Owners are solely responsible for replacing partially or completely damaged or deteriorated garage doors before they become unsightly. In addition, Unit Owners are responsible for the appearance of new garage doors; they must conform to the established color, and have the same number of vertical and horizontal panel inserts as all the other garage doors.

Note 1: It is recognized that some door openings vary in size, so the actual size of the panels and inserts may vary accordingly.

Note 2: An Owner who has installed a new garage door may opt to have that door not painted during the regular building cycle painting. Owners wishing to do so should contact the Management Company to ensure that their door is excluded from the painting contract and that the Association is not billed for said door by the painting contractor.

1. If an Owner installs a door or a panel of a non-conforming panel pattern, the Compliance Committee will immediately issue a Violation; the Owner must replace that door within 30 days at their own expense.
2. If an owner installs a door or a panel of a non-conforming color, the Compliance Committee will immediately issue a Violation; the Owner must repaint that door within 30 days at their own expense (though they may contact the Management Company for contact information should they wish to engage the most recently contracted painting contractor).