



**ASSOCIATION AND UNIT OWNER
MAINTENANCE RESPONSIBILITIES**

| | ASSOCIATION | UNIT OWNER |
|--|-------------|------------|
| COMMON ELEMENTS - General | | |
| Streets (asphalt) and curbing | ✓ | |
| Electrical systems (from main line at entrance to The Retreat) | ✓ | |
| Water and Sewer – Lines and services from City of Chesapeake’s main trunks to the exterior of each Unit, including water billing systems | ✓ | |
| Street and all other lighting | ✓ | |
| Entry sign, fencing and lighting | ✓ | |
| Signage throughout The Retreat | ✓ | |
| Ponds and drainage systems | ✓ | |
| Lawns – cut grass, seed, fertilize | ✓ | |
| Landscaping beds – trim, fertilize, plant and replace existing shrubbery (See: Rules and Regulations, IV, Grounds Care and Aesthetics) | ✓ | |
| Irrigation systems | ✓ | |
| Clubhouse – Building exterior and interior maintenance, replacement and repair (including furniture and fixtures) | ✓ | |
| Clubhouse – Interior and exterior and surrounding grounds, sidewalks and patio area | ✓ | |
| Pool Maintenance - building (interior and exterior) and equipment | ✓ | |
| Swimming pool | ✓ | |
| Pool decking, pergolas, furniture, grills, fire pit | ✓ | |
| Pool lighting | ✓ | |
| Clubhouse/Pool parking lot | ✓ | |
| Overflow parking areas (Alixis, Thornwood and Thistlewood) | ✓ | |
| Trash removal | ✓ | |
| COMMON ELEMENTS – Building Components | | |
| HardiePlank© (siding) – replacement and repair | ✓ | |
| Roof and dormers – replacement and repair | ✓ | |
| Exterior trim (i.e. soffit, fascia, all white-painted trim, copper trim) | ✓ | |
| Shutters, awnings, pergolas | ✓ | |
| Gutters and down spouts | ✓ | |
| Painting – exterior of dwellings | ✓ | |
| Power washing | ✓ | |
| Water Meter | ✓ | |
| THE GARDEN QUILT (a Common Element) | | |
| Box maintenance and repair; water faucets and lines | ✓ | |
| Maintenance of surrounding grounds and signage | ✓ | |
| Soil condition and plant installation, maintenance and removal | | ✓ |



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| LIMITED COMMON ELEMENTS | | |
| Sidewalks and driveways | ✓ | |
| Porches patios, and doorsteps | ✓ | |
| Chimney, fireplace flue, damper and chimney cap | ✓ | |
| Roof - replacement and repair | ✓ | |
| Mailbox | ✓ | |
| Water Meter | ✓ | |
| Any other apparatus designed to serve a single Unit, but located outside the Vertical Boundary or Horizontal Boundary | ✓ | |
| Unenclosed porches or other areas visible to others must be maintained in a neat and clean condition. | | ✓ |
| Light bulb replacement on porches or in fixtures attached to Unit exterior | | ✓ |
| | | |
| | ASSOCIATION | UNIT OWNER |
| UNIT | | |
| Entry doors (front, rear and/or patio) | | ✓ |
| Windows and window screens | | ✓ |
| Window washing - glass and metal frame – interior and exterior | | ✓ |
| Garage door | | ✓ |
| Storm doors | | ✓ |
| Skylights and other exterior glass surfaces | | ✓ |
| Interior electrical wiring | | ✓ |
| Interior plumbing fixtures | | ✓ |
| Appliances - Builder-provided and owner-provided | | ✓ |
| HVAC systems, including: air handler located in the attic, compressor situated on exterior pad, all interior duct work and thermostat | | ✓ |
| HVAC compressor's exterior pad | ? | ✓ |
| Chutes, flues, ducts, conduits, wires, pipes or other apparatus that serve only the Unit | | ✓ |
| Front porch retractable screen | | ✓ |
| Garage door retractable screen | | ✓ |
| Exterior water faucets | | ✓ |
| All other interior components, including wallboard, that are within the <i>Vertical Boundaries</i> and <i>Horizontal Boundaries</i> , as defined in the Declaration, Article II, Section 2. | | ✓ |



ASSOCIATION AND UNIT OWNER MAINTENANCE RESPONSIBILITIES

The above Maintenance chart is provided as a reference tool. If it any way conflicts with The Retreat's Governing Documents, the Governing Documents shall prevail.

References:

1. *Virginia Code*, §55-79.50(e).
2. Declaration, Article II, Section 2 and Section 3 and Article V, Section 5 - formally known as *Second Amended and Restated Declaration of Condominium of The Retreat at Greenbrier Condominiums*, dated May 28, 2008, and recorded on June 3, 2008, in the Circuit Court Clerk's Office, in the City of Chesapeake, Virginia, in Deed Book 7505, Page 689, Instrument #080021994, which Declaration has been subsequently amended.
3. Bylaws, Exhibit D to the above Declaration, as amended.
 - a. Article III, D., Section 1.
 - b. Article V, Section 5, Section 7 and Section 11.
4. Bylaws (insurance coverage, amended January 24, 2011, and recorded in the Circuit Court Clerk's Office in the City of Chesapeake, in Deed Book 8329, Page 196.
5. Bylaws, (window cleaning removed), amended October 24, 2015, and recorded in the Circuit Court Clerk's Office in the City of Chesapeake, in Deed Book 9524, Page 876.
6. Rules and Regulations, IV. Grounds Care and Aesthetics.