

ORCHARD LANE TERRACE HOMEOWNERS ASSOCIATION REPAIR & MAINTENANCE MEMORANDUM

**DATED JUNE 20, 1994 and
AMENDED SEPTEMBER 14, 1994, and MARCH 25, 1999**

After careful review and discussion of the Bylaws, Conditions, Covenants & Restrictions, and after having obtained advice of legal counsel, the Board issues the following summary:

A. EXTERIOR ALTERATIONS:

No fences, awnings, ornamental screens, screen doors, sunshades, or walls shall be erected or maintained around any portion of a dwelling unit except as such are installed in accordance with the original construction of the Project, unless approved by the Orchard Lane Terrace ("OLT") Architectural Committee. No homeowner shall at his expense or otherwise make any alterations or modifications to the exterior of the buildings, fences, railings or walls situated on the property or to any part or portion of the Common Area without the prior written consent of the Association.

B. INTERIOR STRUCTURAL ALTERATIONS:

No structural alterations to the interior of a dwelling unit shall be made, and no plumbing, or electrical work within any bearing or party walls shall be made by any lot owner without the prior written consent of the OLT Architectural Committee.

C. REPAIRS, MAINTENANCE, REPLACEMENT, ETC. (other than Patio Areas – see section D below RE: Patio Areas):

Other than for those items for which the Association is responsible, each Homeowner shall at his own cost and expense, maintain and repair his dwelling unit, keeping the same in good condition and making all repairs as they may be required.

FRONT DOORS:

Association: Repair, maintain and paint the exterior surface only.

Homeowner: Repair, maintain interior surface and hardware, paint interior surface; replace front door. Architectural Committee approval required prior to replacement.

FRONT SCREEN DOORS:

Homeowner: Front screen doors are optional. Costs of purchase, installation, repairs, maintenance and replacement, and liability for same are responsibility of Homeowner. Architectural Committee must approve any addition or replacement of front screen door.

FRONT PORCHES:

Association: Repair, maintain, replace original Project concrete front porches.

Homeowner: Any alterations to front porches must first be approved by the Architectural Committee and are the responsibility of Homeowner. If any alterations are approved, all future costs for repair, maintenance, replacement, and all liability are that of Homeowner.

WINDOWS AND WINDOW SCREENS:

Association: Architectural Committee must approve any addition or changes to windows or screens if different from existing windows/screens.

Homeowner: Must repair, maintain, replace.

ROOFS:

Association: Repair, maintain, replace.

EAVES:

Association: Repair, maintain, paint, replace.

GUTTERS:

Homeowner: Homeowner may install gutters after approval by Architectural Committee. Homeowner shall be responsible for repair, maintenance and replacement.

EXTERIOR WOOD TRIM:

Association: Repair, maintain, paint, replace.

SIDEWALKS:

Association: Repair, maintain, replace.

LANDSCAPING AND TREES - COMMON AREAS:

Association: Repair, maintain, replace

Homeowner: May plant in planter box attached to home and in exclusive use patio area only. No planting of any kind is allowed in the common area (this includes in front of each home).

LARGE GARAGE DOORS (Vehicle Entry Doors):

Association: Repair, maintain, paint exterior surface of Project's original garage doors.

Homeowner: Repair, maintain, interior surfaces and all hardware including springs, garage door openers, etc. and paint interior surfaces. Cost of replacement of door is responsibility of Homeowner. Prior to replacement, Homeowner shall review the written mandatory Guidelines for Replacement of Garage Doors established by the OLT Architectural Committee and then obtain prior written approval of the OLT Architectural Committee before replacement of garage door. If garage door is replaced by Homeowner, the costs of repair,

maintenance, paint, and replacement of exterior and interior surfaces of the garage doors, as well as all liability, are responsibility of the Homeowner.

D. PATIO AREAS:

WOOD TRIM AROUND ROOF (Fascia boards and eaves)

Association: Repair, maintain, paint, and replace.

PATIO COVERS - ARBOR STRUCTURE (posts, beams, and lattice):

Association: Paint

Homeowner: Repair, maintain, replace.

GATES AND FENCES (not including party walls/fences – see below):

Association: Repair, maintain, replace exterior gates and fences. Association will also paint the exterior and interior of wood gates and wood fences.

EXIT/ENTRY DOOR FROM PATIO TO GARAGE (garage connected to patio):

Homeowner: Repair, maintain, paint interior and exterior surfaces, and replace.

Prior consent of Architectural Committee required for replacement.

EXIT/ENTRY DOOR TO GARAGE FROM OUTSIDE (garage not connected to patio):

Association: Repair, maintain, paint exterior surfaces.

Homeowner: Repair, maintain, paint interior surfaces and replace. Prior consent of Architectural Committee is required for replacement.

PLANTINGS, ETC. IN PATIO AREAS AND PLANTER BOXES:

Homeowners are responsible for the effect or damage of all plant growth, vines, vegetation in their Patio Areas and planter boxes (connected to some of the homes at OLT) on all other surfaces including but not limited to, fences (interior and exterior), walls, roofs, all wood, cement, concrete, or any structure.

PARTY WALLS/FENCES:

Homeowner: Repair, maintain, paint, replace.