

**WILLOW TRACE TOWNHOME ASSOCIATION, INC.
MAINTENANCE, REPAIR, AND INSURANCE RESPONSIBILITY CHART**

The following chart depicts the responsibility for maintenance, repair and insurance between the Owners and the Willow Trace Townhome Association, Inc., a Colorado nonprofit corporation (“Association”), pursuant to the Declaration of Covenants, Conditions, and Restrictions of Willow Trace Townhomes recorded in the County of Arapahoe Colorado on October 22, 2022 at Reception No. B2199590 (“Declaration”). **This Chart does not amend the Declaration and in all respects, the Declaration will control.**

Key

O = Owner

A = Association

	MAINTENANCE^{1,2}	AUTHORITY FOR MAINTENANCE	INSURANCE^{3,4}	AUTHORITY FOR INSURANCE
BUILDING EXTERIOR / BUILDING INTERIOR EXCLUDING LOTS				
Structural components of the buildings, including, but not limited to, beams, girders, columns, perimeter and supporting walls	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Exterior surfaces of the townhomes	A	Declaration VIII(1)(b)(ii)	O	Declaration VI(7)
Roof	A	Declaration VIII(1)(b)(i)	O	Declaration VI(7)
Gutters and soffits	A	Declaration VIII(1)(b)(i)	O	Declaration VI(7)
Trim	A	Declaration VIII(1)(b)(ii)	O	Declaration VI(7)

¹ Article VIII(1)(a) states, in relevant part, that, “Maintenance, repair and replacement of all Common Elements, Improvements located thereon, sidewalks within the Community which are constructed on the Lots and located along and adjacent to or connecting the Common Elements, and of any drainage structure or facilities, or other public Improvements or property required by the local governmental entity as a condition of development of the Community or any part thereof, shall be the responsibility of the Association ... the Association shall be responsible for the maintenance of the following improvements pursuant to the requirements appearing on the Plat and the site plan for the Community approved by Arapahoe County: drainage facilities; private drives and streets; parking areas; easements; perimeter fencing; and landscaped areas and sidewalks between the fence line/property line and any paved roadways.”

² Article VIII(1)(b) states, in relevant part, that, “Following completion of the original construction of the residences on the Lots, the Association shall provide for the maintenance, repair and replacement of the (i) roofs, gutters and soffits; and (ii) the exterior wall surfaces, but not including windows and pedestrian doors; and (iii) the sidewalks within the Community which are constructed on the Lots and located along and adjacent to or connecting the Common Elements as set forth in subsection (a) above, and other maintenance, repair and replacement undertaken by the Association as deemed appropriate by the Board of Directors, which may include, without limitation, maintenance of landscaping and any other sidewalks located in the front yard of a Lot. Except as set forth in the preceding sentence, the maintenance, repair and replacement of each Lot, including but not limited to the interior and exterior of the residence and other Improvements constructed thereon, shall be the responsibility of the Owner of such Lot.”

³ Article VI(1) states, in relevant part, that, “The Association shall maintain insurance as required by the Act and other applicable law, including the following types of insurance on the Common Elements, to the extent that such insurance is reasonably available, considering the availability, cost and risk coverage provided by such insurance, and the cost of said coverage shall be paid by the Association as Common Expenses.

⁴ Article VI(7) states, in relevant part, that, “Insurance coverage on each Lot and the Improvements thereon, including but not limited to flood insurance and the furnishings and other items of personal property belonging to an Owner and public liability insurance coverage on each Lot, shall be the responsibility of the Owner of such Lot.

	MAINTENANCE^{1,2}	AUTHORITY FOR MAINTENANCE	INSURANCE^{3,4}	AUTHORITY FOR INSURANCE
Windows of Lots – window screens or other glass surfaces	O	Declaration VIII(1)(b)(ii)	O	Declaration VI(7)
Windows of Common Elements – window screens or other glass surfaces	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Windows of Common Elements – caulking and trim around exterior of windows	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Windows of Lots – caulking and trim around exterior of windows	O	Declaration VIII(1)(b)(ii)	O	Declaration VI(7)
Skylights (and any mechanisms associated therewith)	O	Declaration VIII(1)(b)(ii) and management verification	O	Declaration VI(7)
Doors – Common Elements	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Exterior light fixtures serving one Lot	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Exterior light fixtures – Common Elements	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Patio appurtenant to or adjoining the Lot - – maintenance and repair	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Patio appurtenant to or adjoining the Lot – keep in clean and sanitary condition	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Porch appurtenant to or adjoining the Lot – maintenance and repair	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Porch appurtenant to or adjoining the Lot – keep in clean and sanitary condition	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Parking garage to Lot	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Parking garage to Lot – garage door	O⁵	Declaration VIII(1)(b)(ii)	O	Declaration VI(7)
Halls, corridors, lobbies, stairs, stairways, railing, fire escapes, entrances and exits within Common Elements.	A	Declaration VIII(1)(a)	A	Declaration VI(1)
UTILITIES				
Utilities outside Lots, serving more than one	O when on their particular lot. A		O when on their particular lot. A	Declaration VI(7)

⁵ These are likely not included in the definition of “exterior wall surfaces.”

	MAINTENANCE^{1,2}	AUTHORITY FOR MAINTENANCE	INSURANCE^{3,4}	AUTHORITY FOR INSURANCE
Lot , including but not limited to, electrical and other wires, water/sewer pipes, cables, circuit boxes, water meters, and circuit breakers	when on Common Elements⁶		when on Common Elements	
Utilities outside Lots, serving only one Lot , including, but not limited to, furnaces, heating equipment, thermostats, ducts, conduits, water pipes, electrical wiring, electrical outlets, telephone wiring, telephone outlets, light switches, hot water equipment, cable wiring, compressors, sump pumps, circuit breakers	O when on their particular lot, A when on Common Elements	Declaration VIII(1)(b)	O when on their particular lot, A when on Common Elements	Declaration VI(7)
Utilities inside Lot serving only that Lot , including, but not limited to, furnaces, heating equipment, thermostats, ducts, conduits, water pipes, electrical wiring, electrical outlets, telephone wiring, telephone outlets, light switches, hot water equipment, cable wiring, compressors, sump pumps, circuit breakers	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Utilities inside Lot serving more than one Lot , if between Party Walls, including, but not limited to furnaces, heating equipment, thermostats, ducts, conduits, water pipes, electrical wiring, electrical outlets, telephone wiring, telephone outlets, light switches, hot water equipment, cable wiring, compressors, sump pumps, circuit breakers	If within party walls, mutual responsibility of Owners on either side	Declaration VIII(1)(b), IX(26)	O, so long as not located in a Common Element	Declaration VI(7)

⁶ If the source of an issue with these utilities on the Common Elements is caused by an Owner's negligence, Article VIII(4) would apply.

	MAINTENANCE^{1,2}	AUTHORITY FOR MAINTENANCE	INSURANCE^{3,4}	AUTHORITY FOR INSURANCE
Air conditioner, including attached lines and hoses servicing only one Lot	O	Declaration VIII(1)(b)	O	Declaration VI(7)
LOT INTERIORS				
Furnishings, including all personal property such as furniture, electronics, clothing, area rugs, and freestanding appliances	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Permanent fixtures including, but not limited to, ceiling fans, hand rails, cabinets, countertops, bathtubs and showers, sinks, toilets	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Appliances including, but not limited to, an oven, range, refrigerator, and built-in microwave	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Window coverings	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Partition walls within Lot – unfinished portions including, but not limited to, studs and insulation	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Partition walls within Lot – finished surfaces including, but not limited to, drywall, paint, wallpaper, and paneling	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Perimeter walls – unfinished portions including, but not limited to, studs, insulation, beams, and girders between perimeter wall and building exterior	O except for exterior perimeter wall.	Declaration VIII(1)(b)(ii)	O	Declaration VI(7)
Perimeter walls – finished surfaces including, but not limited to, drywall, paint, wallpaper, paneling, and texture	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Party walls between Lots - unfinished portions including, but not limited to, studs and insulation	O (responsibilities equally split between owners)	Declaration VIII(1)(b), IX(26)	O (responsibilities equally split between owners)	Declaration VI(7), IX(26)
Party walls between Lots - finished surfaces including but not limited to, drywall, wood, tile, paint, wallpaper, paneling, and texture	O (sole responsibility of owner of finished surfaces)	Declaration VIII(1)(b), IX(26)	O (sole responsibility of owner of finished surfaces)	Declaration VI(7), IX(26)

	MAINTENANCE^{1,2}	AUTHORITY FOR MAINTENANCE	INSURANCE^{3,4}	AUTHORITY FOR INSURANCE
Ceilings – unfinished portions including, but not limited to, studs, beams, girders, supports, and insulation	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Ceilings – finished surfaces including, but not limited to, drywall, paint, wallpaper, paneling, and texture	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Floor coverings – including, but not limited to, carpet, tile, vinyl, and hardwood	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Subflooring – including, but not limited to, the beams, floor joists, and plywood deck or similar floor deck material	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Interior doors within a Lot	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Fireplaces (including hearth, damper, facade, firebox, and screen)	O	Declaration VIII(1)(b)	O	Declaration VI(7)
Pests / insects in individual Lots	O	Declaration VIII(1)(b)	O	Declaration VI(7)
GROUNDS				
Grass, trees, shrubbery, flowers and similar landscaping constituting part of the Common Elements	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Sprinkler systems constituting part of the Common Elements	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Private roads, streets and drives, sidewalks, curbs, steps, and walkways (including snow removal)	A	Declaration VIII(1)(a)	O (portion on Lot) A (CE)	Declaration VI(1)
Common area parking	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Lighting for private roads, streets and drives, sidewalks, curbs, steps, and walkways	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Front yard landscaping and maintenance	A	Declaration VIII(1)(a) and Management Confirmation	A	Declaration VI(1)
Sanitary sewer, drainage facilities, & storm sewer lines	A	Declaration VIII(1)(a)	O (if on Lot) A (CE)	Declaration VI(1),(7)

	MAINTENANCE^{1,2}	AUTHORITY FOR MAINTENANCE	INSURANCE^{3,4}	AUTHORITY FOR INSURANCE
Outbuildings – CE/not on lot	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Clubhouse	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Mail kiosks	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Monuments and signage for / within the community	A	Declaration VIII(1)(a)	A	Declaration VI(1)
Perimeter Fencing	A	Declaration VIII(1)(a)	O, if on Lot. A if not.	Declaration VI(1)