

Porter Reserve

Maintenance Responsibility Chart

Component / Area	Responsible Party	Description	Reference
Common Property (general)	Association	Maintain and keep in good repair all Common Property, including landscaping and improvements.	Art. 5.1
Entry features & entry landscaping	Association	Maintain entry monuments/landscaping; irrigation and utilities.	Art. 5.1(a),(d)
Landscaping – exterior Unit & community areas	Association	Exterior portions include parks, open space, medians, and islands.	Art. 5.1(b),(c);5.4(a)
Street signs & streetlights	Association	Maintain community signs/lights and pay for electricity.	Art. 5.1(e)
Private streets/roads/paths	Association	Maintain and repair private streets/roads/paths.	Art. 5.1(f)
Stormwater ponds & drainage facilities	Association	Maintain detention/retention ponds and drainage.	Art. 5.1(g)
Perimeter/retaining walls & community fencing	Association	Maintain perimeter/retaining walls and fencing.	Art. 5.1(h)
Shared water/sewer (>1 Unit)	Association	Maintain shared systems if not maintained by the government.	Art. 5.1(i)
Recreational facilities	Association	Operate and maintain.	Art. 5.1(j)
Gate System	Association	Own/operate/maintain Gate System.	Art. 5.1(k);5.10
Termite bond	Association	Maintain termite bond; may provide exterior pest control.	Art. 5.1(l)

Common irrigation & sprinkler	Association	Operate/maintain/repair/replace; interior heads may be assessed to the Unit.	Art. 5.1
Exterior portions of Units (HOA scope)	Association	Roofs, gutters, downspouts, exterior surfaces, driveways, patios, decks, mowing, etc.	Art. 5.4(a)-(e)
Owner-caused HOA repairs	Owner (assessed)	HOA may assess costs for Owner-caused damage.	Art. 5.1
Unit & improvements (general)	Owner	Maintain the unit in good repair; trash removal; exterior lighting.	Art. 5.2
Pipes/wires serving only one Unit	Owner	Maintain even if outside Unit boundaries.	Art. 5.2
HVAC exterior units	Owner	Maintain HVAC or similar equipment.	Art. 5.4(i)
Doors & garage doors	Owner	Maintain all doors, frames, and hardware.	Art. 5.4(ii)
Hose bibs	Owner	Maintain hose bibs in exterior walls.	Art. 5.4(iii)
Exterior lighting (Unit-specific)	Owner	Maintain entry/garage fixtures.	Art. 5.4(iv)
Windows & glass	Owner	Maintain screens, frames, and glass.	Art. 5.4(v)
Foundations & waterproofing	Owner	Maintain foundations above/below grade.	Art. 5.4(vi)
Owner-installed fences & locks	Owner	Maintain fencing installed by Owner.	Art. 5.4(vii),(viii)
Exclusive pipes	Owner	Maintain exclusive-use pipes inside/outside boundaries.	Art. 5.4(ix)
Failure to maintain	Owner (assessed)	HOA may perform work and assess costs.	Art. 5.2
Party walls/fencing	Shared Owners	Equal share for repair; arbitration required for disputes.	Art. 5.3
Access for HOA maintenance	Owner	Provide keys/codes; failure waives HOA obligation.	Art. 5.4



Owners work on Common Property	Owner	Owner not reimbursed for HOA-scope work.	Art. 5.2
Insurance – HOA	Association	Insure Common Property + blanket Unit coverage.	Art. 8.1
Insurance – Owner	Owner	Insure personal property & betterments.	Art. 8.1
Insurance deductible	Association → Owners	Allocated to benefiting parties (cap \$5,000 per owner).	Art. 8.3

Disclaimer: This chart is a convenient summary only and does not replace the recorded Declaration and Bylaws. In any conflict, the governing documents control. For questions on a specific component, consult legal counsel or the Board.