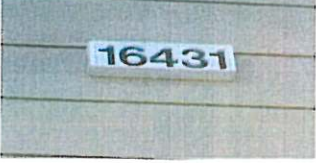








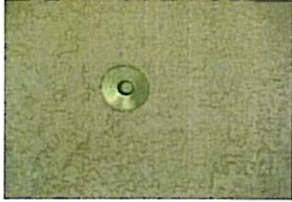

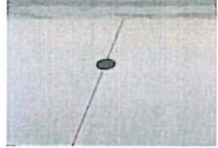

**THE GLEN AT HILLSBOROUGH**  
**Maintenance Matrix**

This matrix only addresses questions regarding routine care and maintenance. Repair and replacement obligations may differ depending upon specific circumstances such as willful and negligent acts, earthquake, fire, or similar acts.

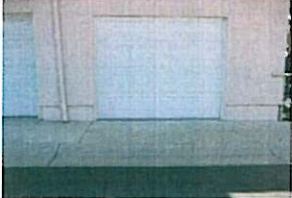


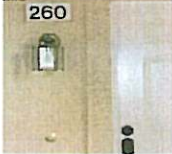




**Please note, The Glen at Hillsborough is a condominium project.** As a result, the presumption is that each unit owner is responsible for the repair and maintenance of their unit and components located outside the boundaries of the unit but which only serve the unit. (Civil Code § 1364(a).) That presumption can be rebutted by a specific provision in the Association's CC&Rs. The Association's CC&Rs do rebut that presumption for certain components, transferring repair and maintenance responsibilities to the Association for those improvements. (See for instance Article II, Section 2.7 of the CC&Rs, delegating the repair and replacement of exclusive use common area to the Association.)

Component	Association	Owner	Sample Photos
Address Signs	√		
Air Conditioner (including slab & lines)		√	
Balcony (cleaning)		√	
Balcony (repairs, so long as damage is not caused by willful or negligent act of Owner)	√		







**THE GLEN AT HILLSBOROUGH**  
**Maintenance Matrix**

Component	Association	Owner	Sample Photos
Ceilings		√	
Chimney (exterior)	√		
Chimney (interior components, such as firebox)		√	
Door Bells		√	
Doors (exterior and interior surface, (including door jambs and frame, locks, latches, weather stripping, thresholds and varnish (if any))		√	
Drains (common area)	√		
Drains (unit)		√	








**THE GLEN AT HILLSBOROUGH  
Maintenance Matrix**

Component	Association	Owner	Sample Photos
Driveways	√		
Exterior Lighting - Above garage	√		
Exterior Lighting - Above garage, below 2nd floor	√		
Exterior Lighting - Front Door Entrance		√	
Exterior Lighting - Garage Entry Door (if switch controlled from within garage)		√	
Fascia Boards	√		
Floors (within Unit)		√	
Foundation Slab	√		








**THE GLEN AT HILLSBOROUGH  
Maintenance Matrix**

Component	Association	Owner	Sample Photos
Front porches/patio (repairs to structure and exterior surfaces, so long as not caused by willful or negligent acts of Owner)	√		
Front porches/patios (cleaning)		√	
Garage Doors (structural and non-structural, interior and exterior maintenance, repairs and replacment of openers, rollers, springs, hinges)		√	
Gutters and downspouts (repair & replacement)	√		
Heating Vent		√	
Interior Damage (damage to interior of unit and to unit fixtures and contents and personal property, as may result from roof leak or plumbing leak); Unit Owner is responsible for obtaining insurance to cover such damage		√	


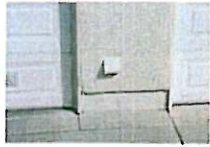




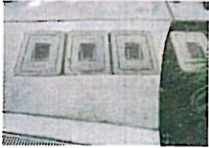
**THE GLEN AT HILLSBOROUGH**  
**Maintenance Matrix**

Component	Association	Owner	Sample Photos
Landscaping & Gardening (common area)	√		
Mailbox Cluster	√		
Mailbox Keys & Locks		√	
Parking Areas	√		
Fixtures within Unit (toilets, tubs, sinks, faucets, etc.)		√	
Pest control (common area or patio or decks)	√		
Pest control (within unit)		√	



**THE GLEN AT HILLSBOROUGH  
Maintenance Matrix**

Component	Association	Owner	Sample Photos
Photocells for Exterior Lights	√		
Plumbing (components inside unit, including angle stops and water supply lines)		√	
Plumbing (components underslab, inside walls, inside ceilings, from water meter to inside of house)	√		
Recreational facilities (including clubhouse and pool)	√		
Roofs	√		
Stairways (exterior)	√		
Trash Dumpster Enclosures	√		

**THE GLEN AT HILLSBOROUGH  
Maintenance Matrix**

Component	Association	Owner	Sample Photos
Utility Doors	√		
Vents		√	
Walkways	√		
Walls (bearing walls, utility walls, but not including interior surface of walls located within unit)	√		
Walls (interior walls, interior surfaces of walls located within unit)		√	
Water heaters & equipment (if located within unit or exclusively serve unit)		√	
Water Lines/Pipes (except portions and outlets located within unit and those for which a utility provider is responsible)	√		

**THE GLEN AT HILLSBOROUGH  
Maintenance Matrix**

Component	Association	Owner	Sample Photos
Water Pressure Regulator	√		
Water Valve	√		
Windows (interior & exterior, including glass, frames and screen)		√	