

Homeowners,

As we've stated in previous correspondence, this is a final reminder to inspect the exteriors of your homes for signs of wear-and-tear and maintain any problem areas. Article H1 of the Covenants mandate that, "each Owner shall be responsible for maintenance, repair, and replacement of all portions of his or her Unit... and shall keep it in good order and repair, and in a neat, clean, and attractive condition consistent with the Community-Wide Standard."

We are asking all owners to please inspect your home's appearance and correct any problem areas that you are responsible for. For single-family homeowners, exterior maintenance is entirely the owner's responsibility. For townhome owners, exterior maintenance is largely the responsibility of the Association; with the exception of your deck maintenance and general cleanliness of your unit's exterior. A list of areas where GW & Associates has noted problems on homes in our neighborhood is below. Please inspect your exterior, paying special attention to these common problems. We ask that you complete this work no later than **October 31, 2008**.

ALL HOMES (TOWNHOMES AND SINGLE-FAMILY HOMES)

1. **Deck Maintenance** – All decks should be cleaned and stained. This means the deck should be pressure washed, warped or damaged wood should be replaced, popped or missing nails should be nailed, and a good quality stain and sealant should be applied to protect the appearance of your deck.

IMPORTANT!: In order to ensure a harmonious and consistent appearance, the ARC has chosen a single stain color that all households must use:

Behr Semi-Transparent Deck, Fence & Siding Wood Stain
Cedar Naturaltone DP-533

Behr brand stains can be found at Home Depot. Please refer to the website (www.shadowbrooktchoa.com) or call Jessica at GW (678-407-6307) for more details.

2. **Under-Deck Support Trim** – This is a problem area for many of us. Unfortunately, it is easy for water to infiltrate the trim boards that encase your deck supports (the "casing" that is painted white beneath your deck). This has caused many of these boards to warp, pull apart, and rot. If this has happened to your home, consider repairing or replacing these damaged boards. If the white paint is looking uneven or thin, you may need to apply another coat. Also make sure the joints are well-caulked.

SINGLE-FAMILY HOMES ONLY

1. **Pressure-Washing** – It is a good idea to have your home pressure-washed every 2-3 years to clean-up the accumulation of mold, mildew, and dirt on the exterior. Pay special attention to your gutters; many gutters have black streaks on them that can be removed with a good

degreaser and thorough pressure-washing. Make sure the gutters are also free of debris.

2. **Paint Touch-Up** – Though it is unlikely that your exterior needs to be repainted already, some touch-up may be in-order. Pay special attention to white trim paint; GW has noticed many issues with trim and railings needing touch-up, especially if you have decorative railing on your front porch roof. Our Architectural Guidelines mandate that when repainting, you must submit an ARC request, and the exterior colors must remain the same. To find out your exterior paint colors, please contact the Board (shadowbrookhoa@gmail.com) or call Jessica at GW (678-407-6307).

Remember that each of us is responsible for the maintenance and upkeep of our homes. Keeping your home maintained will ensure it is safe and that it looks great for many years. And well-kept homes will ensure that our neighborhood stays beautiful and helps all of our property values.

Sincerely,

Board of Directors
Shadowbrook at Town Center Community Association, Inc.