

# **Hamilton Field of Marin Owners Association**

c/o Wakefield Sharp, PO Box 1173, Novato, CA 94948 415-382-1100 [www.wakefieldsharp.com](http://www.wakefieldsharp.com)

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## **Maintenance Overview**

Your Association has contracted with Wakefield Sharp to provide professional management services. One of our tasks is to inspect the neighborhoods in the Hamilton community. Neighborhoods are reviewed monthly for landscape and home maintenance (CC&R) compliance. Below is a list of items we are *generally* looking for.

- Lawn mowed and edged on a consistent basis;
- Landscaping free of weeds and bare spots;
- Shrubs shaped, pruned, and dead limbs removed;
- Plants healthy and maintained appropriately;
- Trees, bushes, and ground cover shaped and pruned to ensure pedestrians have unobstructed access to sidewalk;
- Tree roots have not lifted the sidewalk causing a trip and fall hazard;
- Home does not appear to have dry rot;
- Paint is in good condition;
- Trim, windows, and doors are well maintained;
- Fence in good condition;
- Work completed by the homeowner has prior Architectural Committee approval; items included by not limited to
  - Landscape upgrades including planters, boulders, or walkways;
  - Tree removal/replacement;
  - Color change of home;
  - Design of your fence/gate;
  - Removal of lawn;
- Driveway clear of storage, toys, and debris;
- Trash, recycle, and green waste cans are stored out of sight;
- Blinds and screens in good condition;

The goal at Wakefield Sharp, at the direction of your Board of Directors, is to keep Hamilton Field a desirable place in which to live. If you have any questions about a notice you may have received, please contact our office and we will be more than happy to assist you.

Best Regards,

Nichole Garcia, CCAM  
Management Agent