

COLDWATER CROSSING - REQUEST FOR EXTERIOR ALTERATIONS

OWNER: _____ Circle One: Estates Villages Condos
ADDRESS: _____ Lot #: _____ Model Name: _____
HOME PHONE: _____ CELL PHONE: _____ Did you review guidelines? Yes _____ No _____

Detailed DESCRIPTION and LOCATION OF PROPOSED ALTERATION – (Write on separate sheets of paper attached to this form if necessary)

Supply the following as they pertain to your project:

Plot Plan attached
Homeowner doing work: Yes No Contractor doing work: Yes No

Supporting plans, photos, brochures, etc. attached
Description of materials, color, size etc. _____

Project Start Date: ____/____/____ Completion Date: ____/____/____

Name, address & telephone # of Contractor _____

Contractor requirements: _____

1. Repair of any damages done to common areas.
2. Proof of liability insurance (certificate of Insurance) attached

Homeowner understands that no work is to begin prior to written approval being received. All work done will comply with approved plans; any changes or modifications will require resubmission. All exterior alterations must be completed within six (6) months of final approval by the Board for said plan. If the plan is not completed within the six (6) month period from the Board's approval, and the Homeowner has not provided a written request of extension, the plan must be resubmitted. The Homeowner is responsible for seeing that all Association requirements are met, as well as all local codes and permit requirements. Homeowner assumes any damage to the common areas. If a plan is not approved within sixty (60) days of submission, the plan is disapproved. *IF ANY DIGGING IS NECESSARY, OWNERS ARE REQUIRED TO CONTACT PENNSYLVANIA ONE CALL TO IDENTIFY UNDERGROUND UTILITY LINES, PRIOR TO THE START OF THE PROJECT. THEY CAN BE REACHED AT 1-800-242-1776.*

Homeowner understands the terms and condition of this exterior alteration request indicated by signature below:

Homeowner(s) Signature(s): _____ Date: ____/____/____

ADMIN REVIEW: (OUTSTANDING) _____ VIOLATIONS _____ FINES _____ DELINQUENCIES _____

ARCHITECTURAL REVIEW COMMITTEE RECOMMENDATION

APPROVED DISAPPROVED RESUBMIT w/more info _____

APPROVED WITH THE FOLLOWING STIPULATIONS _____

ARC Member Signature: _____ Date: ____/____/____

BOARD DECISION (Homeowner must have Board written approval prior to proceeding with this request)

APPROVED DISAPPROVED - RESUBMIT APPROVED WITH THE FOLLOWING STIPULATIONS:

Board Member Signature: _____ Date: ____/____/____

MAIL or Drop off ALTERATION REQUEST TO: Coldwater Crossing, 8466 Mason Court, Breinigsville, PA 18031
(Form revised 04/28/2017)

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ALTERATION POLICY

ADDITIONS, ALTERATIONS OR IMPROVEMENTS TO UNIT

The purpose of these guidelines is the preservation and enhancement of the integrity, value and beauty of the Coldwater Crossing Condominiums. The following guidelines are intended to conform to and accommodate special desires and needs of the Coldwater Crossing Condominiums, while at the same time strive to maintain the architectural consistency and topographical harmony and uniformity originally intended.

As we do recognize that individual tastes and styles may change or slightly deviate from the original intended personality and character of the community, there is a need for the Board of Directors to establish uniform, guidelines and enforcement policies to implement architectural and Property use restrictions for Owners.

I. GENERAL RESTRICTIONS

1.01

No Unit Owner shall make or permit any changes in the Unit or upon the COMMON AREA, which adversely affects the structural integrity of the Property.

II. BOARD REVIEW PROCEDURES

The Board shall review a Request for Alterations for all applications and shall include:

2.01

Detailed plans at 1/2 – 1/0” (minimum) scale, drawings and specifications in sufficient detail to adequately and fully disclose the proposed alteration should be submitted. The Unit Owner at the Expense of the Unit Owner shall make application for permits.

2.02

A statement by the Unit Owner agreeing to expeditiously complete such alteration in accordance with the plans and specifications which have been approved by the Board and agreeing to pay the full cost of performing all such alterations.

2.03

The Board may require a statement prepared at the Owner's expense from a qualified licensed professional that the proposed alterations will not adversely affect the integrity of the existing plumbing, HVAC, electrical or structural systems.

2.04

The Board shall act upon a request for such consent in writing.

- a) **“APPROVED”** meaning the Board has no major objection to the Proposal and construction may proceed as planned.
- b) **“DISAPPROVED –RESUBMIT”** meaning there are either major items missing from the Request or violations of the Policy. No construction may begin until the request has been resubmitted and approved.
- c) **“APPROVED WITH STIPULATION”** meaning the Board has approved the proposal with stated conditions. The homeowner may proceed with the project only with the stated revisions.

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III. CONTRACTOR REQUIREMENTS

Contractors engaged to perform work on approved Requests for Alterations shall:

3.01

Furnish the Association before commencing work with certification of insurance from his insurance carrier specifying the following coverage:

- A) Workman's Compensation Policy – Statutory Limits
- B) Comprehensive General Liability \$ 1,000,000 covering:
 - Bodily Injury/Property Damage
 - Personal Injury
 - Products/Completed Operations
 - Board From Property Damage
- C) Auto Liability
 - Bodily Injury/Property Damage \$ 500,000.00
- D) Additional Insured - Add the Association's name where the work is to be done, plus the Management Company.
 - 1. Coldwater Crossing Condominium Association or The Villages at Coldwater Crossing HOA or The Estates at Coldwater Crossing HOA
 - 2. Danella Realty and Management Company

3.02

Agree to be indemnify and save harmless the Association and its Management Company against loss or expense by reason of liability imposed by laws upon the Association and its Management Company for damages because of bodily injuries, including death at any time resulting therefrom, sustained by any person or persons, and injury to or destruction of Property caused by accident, due to any act or omission of the Contractor.

3.03

Agree to be responsible for loss or damage to material, tools, or appliances of the Contractor to be used in the construction, caused by water, wind, acts of God, theft or other cause. The Association shall not be responsible for any loss or damage to plans and/or tools or equipment of the Contractor through fire or lightning or any other cause. Contractor shall be responsible for loss or damage due to his employees or suppliers damaging the work of the Contractor or their contractors, sub-contractors or suppliers.

3.04

Agree to abide by the Declaration of Covenants and Restriction and Regulations of the Coldwater Crossing Condominiums, the Rules of the Association and such other requirements made applicable to the specific alteration or alterations.

IV. MUNICIPAL AND TOWNSHIP APPROVALS

The Township has its own regulations that may require permits. Certain request may be subject to regulation/permit. Approval of any project by the Board does not waive the necessity of obtaining the required township permits. Obtaining a township permit does not waive the need for Board approval. The Board will not knowingly approve a project, which is in violation of the Township Building or Zoning Codes.