

## **Windham Meadows II Condo Association (the "Association") Architectural & Landscape Change Application**

Changes and additions for which approval must be obtained include all proposed exterior additions/alterations and landscaping changes that extend to the Limited Common and Common elements.

Please state as concisely as possible the nature of the request to be considered. Please identify all work proposed and provide **detailed drawings** showing those changes. This information will be relevant to the Board's decision.

- 1.) All requests must be submitted in writing to the attention of the Association Board.
- 2.) This form, a **sketch or diagram** of the proposed change, and an Indemnity Agreement signed by the Owner of the Unit must be submitted with each request.
- 3.) Describe in detail on the reverse side of the application form, or thru added attachments, the architectural change you would like to make. Please be as specific as possible. Be certain to state the placement of the change in relation to your unit, specific dimensions of all materials, the type of materials to be used, the reason the change is requested, and any other appropriate information. Lack of sufficient detail may result in your request being denied, thus delaying the initiation of any change.
- 4.) Pictures of the proposed area would also be helpful if not too much of an inconvenience.
- 5.) Any product warranties that are voided as a result of the modification are the unit owner's responsibility. I E., drilling holes in vinyl voids the warranty, cutting shingles off roofs voids warranties.
- 6.) The unit owner in the "sale of the property" must disclose and obtain approval of buyer to continue the maintenance thereof.
- 7.) The architectural integrity of the buildings and the Units shall be preserved, and to that end, no awnings, antennas, and no exterior change, addition, structure, projection, decoration or other feature which is visible from the exterior of a Unit, shall be erected or placed upon or attached to the buildings or any Unit, or any part of either, unless previously approved by a vote of the Board. During the time of control by the Declarant, no awnings may be installed except by the Declarant. This paragraph, however, shall not restrict the right of the Owner(s) of each Unit to decorate the interiors of the Unit.

8.) It is the Unit Owners responsibility to obtain appropriate town permits.

Return the application, indemnity agreement, and the requested information to the following address:

**Windham Meadows II Condo Association  
0 Brookview Road  
Windham, NH 03087**

Or, as another option you may bring the required paperwork to a Board Member.

**Windham Meadows II Condo Association (the "Association")  
Architectural & Landscape Changes  
Certification and Indemnity Agreement**

Member's Name: \_\_\_\_\_

Address of Unit ("Unit"): \_\_\_\_\_

**Architectural Change Indemnity Agreement**

It is understood that prior to the commencement of the architectural/external change, a Certification of Insurance must be received (including Workman's Compensation Insurance) from my contractor.

Furthermore, I agree to indemnify Windham Meadows II Condo Association from any claim, dispute, or mechanic's lien arising from the proposed architectural and or landscape change. Any and all damage to the common and limited common area, community owners, residents and visitors arising out of the architectural/external change/landscaping is my responsibility and I agree to save the Board of Directors, Association, and Management harmless from any and all liability which may result from approval.

Additionally, I/we will have repaired, at our cost, any damage to the Common or Limited Common Area's that suffered damage from the above referenced changes. The Association shall have the option to contract for the repairs.

I understand that the Association will rely upon my execution of this Agreement in connection with its decision to allow me to move forward with the described work.

Executed by the parties as of the \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_

Witness Signature

By:

\_\_\_\_\_

Member Signature

**WINDHAM MEADOWS II CONDO ASSOC.**

By: \_\_\_\_\_

Print Name

---

Association Signature