

BETHEL GRANT HOMEOWNERS ASSOCIATION, INC.

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 Bethel Grant Condominium Association. The following guidelines are intended to both conform to and accommodate special desires and needs of the Bethel Grant Condominium Association, 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 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 ELEMENTS which adversely affects the structural integrity of the Property.

1.02

No Unit Owner may connect any machine, appliance, accessory or equipment to the heating system or plumbing system without the prior written consent of the Board.

1.03

No Unit Owner shall install, remove, reconstruct or repair and electric lighting and power circuit or electric outlet or internal device intended in such outlet box, or any item or heating or air condition equipment, any of which is located without an interior partition of a Unit, unless application has been made to and written approval has been received from the Board.

II. EXECUTIVE 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. Application for permits shall be made by the Unit Owner at the Expense of the Unit Owner.

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.

BETHEL GRANT HOMEOWNERS ASSOCIATION, INC.

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) **"APPROVED AND NOTED"** meaning the Board has no major objection but that revisions are approved. No construction may begin until revisions are approved.
- c) **"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.

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

3.02

Agree to be indemnify and save harmless the Association and its Management Agent against loss or expense by reason of liability imposed by laws upon the Association and its Management Agent 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.

BETHEL GRANT HOMEOWNERS ASSOCIATION, INC.

3.04

Agree to abide by the Declaration of Covenants and Restriction and Regulations of Pheasant Run HOA, 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.

Exterior Windows, Screen Doors, Windows and Trim Replacement Regulations Effective April 25, 2005

Replacement of Windows:

Window Replacement:

Windows being replaced may be either white or brown. If windows are to be replaced in the front or rear of the Unit then all windows, inclusive of sliding doors, on that side must either be replaced with the same color windows or painted to match.

Doors on the front and back of the Unit may not be white but screen doors may be white (see front and back doors below).

Front and Back Doors:

Door Replacement:

Replacement of front and back doors may only be of the following approved "paint" colors:

Finnaren & Haley "JamesTown Red"
MAB "Bootmaker Brown" MAB 2472

**Paint Manufacture Finnaren & Haley, MAB or exact equivalent

Screen doors, front and rear, must be Brown or white.

Painting of Wood Trim:

If an Owner replaces windows or doors then wood trim around doors and windows on that side of the house must be painted White.

Note: Prior to any replacement of windows or doors, approval from the Association board of Directors must be received.

Forms for repair/alterations are available at the Association Web Site. [Go to BethelGrant.com](http://BethelGrant.com) .

Patio Addendum to Special Easement Agreement

In addition to any requirements set forth by the township, the following rules apply:

The township has given zoning approval for patios at Bethel Grant.

1. The total size of any patio addition will not exceed 96 square feet (concrete only). Examples: 8'x12', 5'x19', 4'x24', etc..
2. The unit owner must have plans approved by Bethel Grant Council.
3. The unit owner must request a permit from Worcester Township office for the plans after receiving Council approval.
4. The unit owner must sign a limited domain letter .
5. Council must have a copy of contractor's and subcontractor's insurance.
6. Concrete trucks and any other vehicles are not permitted on the lawn area.
7. The unit owner, or authorized agent, must contact all utility and service companies, i.e. PECO, Comcast, etc., for marking of underground cables, conduit, or piping.
8. Any damage to TV cable, electric lines, drainage pipe, sewer pipe, water lines, or any other utility's service lines or equipment, or to Bethel Grant's common element is the sole financial responsibility of the unit owner.
9. All drainage pipes under patios must be schedule 40 or better. If the existing pipe is not schedule 40 or better, it must be replaced at the owner's expense.
10. The unit owner is responsible for all repairs to lawn area.
11. The unit owner may, at his/her own expense, have plantings around the finished patios. Plantings must be approved by Council and be maintained by the unit owner at a height of less than 4 feet.

Acknowledged:

Unit Owner(s)

Date

BETHEL GRANT HOMEOWNERS ASSOCIATION, INC.

REQUEST FOR ALTERATIONS

DATE SUBMITTED: _____

UNIT OWNERS: _____

ADDRESS: _____

HOME PHONE: _____ BUSINESS PHONE: _____
FAX: _____

DESCRIPTION OF PROPOSED IMPROVEMENT, CHANGE ADDITION OR ALTERATION TO UNIT OR:

(WHERE, APPLICABLE PROVIDE WRITTEN DESCRIPTION INCLUDING TYPE, COLOR, TEXTURE OF MATERIALS TO BE USED)

DETAIL PLANS AT 1/2" = 1'0"

CONTRACTOR'S NAME: _____

ADDRESS: _____

TELEPHONE: _____

I HAVE RECEIVED, READ AND UNDERSTAND THE ALTERATION POLICY OF BETHEL GRANT. I AGREE TO ABIDE BY THE ALTERATION POLICY, AND TO PROCEED ONLY AFTER BOARD AUTHORIZATION.

FOR BOARD USE

DATE RECEIVED: _____

APPROVED: _____ APPROVED AS NOTED: _____

DISAPPROVED/RESUBMIT: _____

MAIL ALTERATION REQUEST TO:

BETHEL GRANT CONDOMINIUMS
C/O THE WINDSOR REALTY GROUP, LTD.
650 SENTRY PARKWAY, SUITE 205
BLUE BELL, PA 19422

**BETHEL GRANT HOMEOWNERS ASSOCIATION
SPECIAL EASEMENT AGREEMENT**

Project Title » » »

« « «

<i>Unit Owner</i>	<i>Unit #</i>	<i>Application Date</i>
<i>Address</i>	<i>Daytime Telephone</i>	
<i>City</i>	<i>State</i>	<i>Zip Code</i>
		<i>Evening Telephone</i>

The above mentioned Unit Owner herein applies to the Bethel Grant Homeowners Association for the grant of an easement for construction appurtenant to the above mentioned Unit in agreement with the following conditions, constraints, and requirements.

1. Easement will not be granted to any unit owner who is in arrears on the payment of any regular or special assessments, penalties, or interest.
2. All costs and risks of the construction will be borne by the unit owner and BETHEL GRANT HOMEOWNERS ASSOCIATION will be maintained free and clear by the Unit Owner of any fault or liability arising from said construction.
3. Construction must be in accordance with the specifications set and/or approved by council. A copy of these specifications is attached and is part of this agreement.
4. Pre-construction approval of the site dimensions and bounds must be granted by a majority vote of council after an on-site inspection by one or more council members.
5. Construction must be completed within 30 days of the agreement date and acceptance made by a majority vote of council after an on-site inspection by one or more council members.
6. If proposed construction is to be made on any part of the Bethel Grant Common Element, title to the construction will remain with BETHEL GRANT HOMEOWNERS ASSOCIATION as part of the Common Element.
7. Liability for the maintenance of the constructed area will remain with the unit owner and to his or her assignees until such time as the area is returned to its original state.
8. Should council, by majority vote, deem the maintenance of said construction to be in default, the unit owner will be given a written statement of the deficiencies and will be allowed 30 days from issuance of said statement to correct the deficiencies and to request re-inspection by one or more council members. Failure to make acceptable correction of the deficiencies within the specified time will cause council to have the construction removed with the costs chargeable to the unit owner together with applicable interest and penalties.
9. In the event unit owner sells this above mentioned unit, the assignee must accept the bindings of this agreement or the construction must be removed by the selling unit owner and accepted by council by majority vote before completion of sale.

Applicant unit owner is free of any outstanding arrears in payment of all regular and/or special assessments, interest, or penalties as of this date.

<i>Signature – Treasurer for the Council</i>	<i>Unit #</i>	<i>Date</i>
--	---------------	-------------

I, the above mentioned applicant unit owner, acknowledge receipt of council's specifications for the proposed construction and agree to and accept the conditions, constraints, and requirements herein listed.

<i>Signature – Unit Owner</i>	<i>Unit #</i>	<i>Application Date</i>
-------------------------------	---------------	-------------------------

**BETHEL GRANT HOMEOWNERS ASSOCIATION
SPECIAL EASEMENT AGREEMENT**

Project Title » » »

« « «

Pre-construction inspection has been made and following are the site dimensions and bounds for the proposed construction

Signature – Inspecting Council Member

Unit #

Inspection Date

Bethel Grant Homeowners Association council, in regular session, has approved, by majority vote, the application of said unit owner for an easement agreement for this construction.

Signature – Secretary of the Council

Unit #

Agreement Date

Post-construction inspection has been made and council approval is recommended.

Signature – Inspecting Council Member

Unit #

Inspection Date

Bethel Grant Homeowners Association council, in regular session, has approved, by majority vote, this completed construction.

Signature – Secretary of the Council

Unit #

Agreement Date

TITLE ASSIGNEE BINDER ACCEPTANCE

Pursuant to paragraph 9 on page 1 of this agreement, this Binder Acceptance must be acknowledged and signed by the Title Assignee or his / her Authorized agent to the closing on the sale and assignment of title on this above mentioned Bethel Grant Unit.

Title Assignee (new Unit Owner)

Unit #

Acceptance Date

Address

Daytime Telephone

City

State

Zip Code

Evening Telephone

I, the above mentioned Title Assignee, acknowledge receipt of a complete copy of this Special Easement Agreement appurtenant to the above mentioned Unit and accept the bindings of this agreement.

*Title Assignee (New Unit Owner)
or Authorized Agent*

Unit #

Acceptance Date

BETHEL GRANT HOMEOWNERS ASSOCIATION

The specifications to replace 5 foot sliding doors as follows:

1. A 5/4 pressure treated sill will be installed at base of new door. Old sill will be torn out.
2. All water damaged plywood on floor to be replaced with 5/8" pine plywood. If, when plywood is removed, it reveals any structural damage, work will stop until damage can be inspected by property management. Management will decide on course of repair to be taken.
3. If no repairs are necessary, the new sill can be installed. Sill must be caulked with 100% silicone on bottom and also where base of door meets top of new sill.
4. Door to be installed to manufacturer's specifications to completion from this point on.
5. After door is installed, new PVC coated standard brick molding will be supplied and installed. Sliding doors must be capped with White Aluminum
6. New brick molding and pressure treated sill to be painted two coats with exterior paint to meet homeowner's association color scheme.
7. After paint is dry, exterior of door and trim to be caulked with 100% silicone to match color of trim paint.
8. Interior finish is homeowner's choice.
9. All trash disposed of and removed from work site.
10. **Property management will be contacted at completion of door installation and reserves the right to inspect work and approve or disapprove installation, as installation must meet the above specifications.**

I have received, read and understand the above description of the required work scope and agree to perform the required work as set forth above.

Signature

Date

Contractor Company

Insurance Company