

Warner Creek Condominium Owners Association

POLICY AND PROCEDURE FOR UNIT/LANDSCAPE MODIFICATIONS/CHANGES

POLICY: Additions/changes to any unit or the common and/or limited common area (your envelope) elements require the prior written consent of the Board of Directors. Including but not limited to plantings, signs and the general exterior building structure affecting the Association and its liability.

PROCEDURE:

1. Submit written request of potential change/modification to the Board of Directors.
2. Board of Directors to determine if an accommodation can be made.
3. Owner to provide written proposal from an Approved contractor/vendor for work to be performed.
4. Contractor to supply proof of insurance and bonding to the Owner.
5. Owner submits proposal and proof of insurance and bonding to the Board of Directors for approval.
6. Owner receives approval to complete the work.
7. Owner to supply final bill, Contractor's proof of bonding and insurance to the Association (Board of Directors) for Association file.
8. Owner assumes responsibility for maintenance of unit modifications/changes made.

* NOTE: Exception to the definition of limited common area is the 24" planting area allowed around a patio per unit.