

VILLAS OF ARDEN MILLS

Procedure for Repair & Replacement of Unit Sidewalks

Background: The Villas of Arden Mills Declaration Section of the Public Offering Book spells out the responsibility for ownership and maintenance of the limited common unit sidewalks. The financial responsibility is the unit owner. The Association is responsible for snow removal of unit sidewalks. Subsequently, the Association assumed the responsibility for sealing the unit sidewalks one time. The Villas of Arden Mills Cement Surface Maintenance Program spells out how all cement surfaces shall be maintained, repaired and replaced and assigns this oversight responsibility to the Buildings & Roads Committee. For our snow removal, the melting agent is Calcium Chloride, which will minimize damage to sidewalks. Due to its destructive-to-cement nature, there is no use of Salt (Sodium Chloride) permitted by the Association's contractor or the unit owner. Eventually a repair or replacement of sections or the entire sidewalk will be required. The Buildings & Roads Committee performs an annual safety inspection. The Board is notified of any sidewalk that requires repair or replacement. The Management Co. will notify by letter to the unit owner that a repair or replacement is required. This Procedure defines what the Unit Owner is required to do and was first approved by the Board on February 28, 2013.

An interim step to Repair & Replacement was approved by the Board on May 23, 2019. This involves the resurface of the sidewalk using the Rust-oleum Product Restore 10X. This may be installed by the unit owner or their contractor. The notification letter will indicate whether this option is available for the condition identified. Should the unit owner choose this option, an Alteration Request must be submitted. Future safety inspections will indicate when this interim step must be followed by a repair or replacement.

PROCEDURE

1. The Management Co. maintains a relationship with contractor(s) who have been approved for repair and replacement of our unit sidewalks. The notification letter has this Procedure attached and indicates the name of the contractor and the necessary contact information. Alternatively, the unit owner may choose their own contractor provided this contractor meets the Management Co. guidelines for an approved contractor (licensed, Insurance, etc.).
2. Meet with the contractor and discuss the Procedure. All existing trees, plants & shrubs, and mulch beds must be preserved by the contractor during the repair or replacement process. These are an asset of the Association. Should any of these be lost during this process, the unit owner will be required to replace them

in kind. Contractor access to the site must be restored to its original state. Note: The driveways were not constructed to carry the weight of the largest cement mixer.

3. The cement surface must be exactly the same as what is installed in the rest of the Community (finish, edging, joints, and section size).
4. No work shall begin before 8:00a.m., and shall not be on Sundays or holidays.
5. Obtain the necessary bids for the repair or replacement, and landscaping. Using the Alteration Request Form, submit the bid document(s) (pricing is optional) to the Board along with this signed document.
6. These will be reviewed by the Buildings & Roads Committee and Grounds Committee, who will prepare a recommendation which will be discussed at the next scheduled Board Meeting.
7. Following approval, the repair or replacement may begin.
8. At the completion of the repair or replacement, requisite landscaping and site restoration, the Buildings & Roads Committee and Grounds Committee will inspect the site, and advise the Board of a satisfactory or conditional approval.
9. Should a conditional approval be given, the unit owner will be advised by the Board or its designee of the required work to complete the installation.

I have read the above Procedure and agree to follow it. I do agree to pay for all repairs and damage to the building, driveway, and or underground utilities resulting from or related to the sidewalk repair or replacement, and to pay the cost to replace any shrubbery or other property item that is damaged in connection with this installation. I further agree to indemnify and hold harmless Villas of Arden Mills Condominium Association, its members, officers, directors and agents from any and all losses, claims, damages, liabilities, expenses, attorney's fees and costs, and obligations arising out of and related to injury to any person, or damage to or loss of any property occurring as a result of, related to, or in connection with the repair or replacement by me or my contractor.

Signature _____ Date _____

Unit Owner