

Winding Oaks Homeowners Association Community Website: www.windingoakshoa.com HOA Board Email: board@windingoakshoa.com
Property Manager - Sowers Realty Services 2961 Spangler Road • Manheim, Pennsylvania 17545 William Rittenhouse • 717 285-2301 • bsaa4@msn.com

Owner's Submission to Architectural Review Committee

(To be used when seeking ARC approval for any exterior structural or landscaping change)

PLEASE SUBMIT COMPLETED FORM TO YOUR PROPERTY MANAGER.

In accordance with the Declaration and the Rules and Regulations of Winding Oaks, I/we, as Owner(s) of the below-described Unit, hereby submit this request for Association approval and furnish the following information (complete all items and attach additional pages, if necessary):

1. Date of Request: _____

2. Briefly describe nature of requested change to original structure or landscaping: _____

3. Briefly describe materials proposed to be used (include types, shapes, dimensions, and color, as applicable): _____

4. *****REQUIRED***** Attach Plans & Specifications or dimensioned Sketch indicating proposed change in relation to original/existing structure or landscaping.

The information provided with this Submission is true and accurate to the best of my/our knowledge and has been provided to assist the Association in determining whether to grant approval of my/our request. By my/our signature(s) below Owner affirms receipt of the Disclaimer of Liability/Hold Harmless form furnished to Owner as the second page to this Submission form (Owner retains Disclaimer of Liability form).

Owner's Name: _____ Signature: _____

Owner's Name: _____ Signature: _____

Address: _____

Phone number: _____ Email: _____

This Submission is not complete until all four (4) items above have been submitted and the intact form is signed. The ARC will process and consider this Submission form only when it is complete. Owner will receive a written response from the Association.

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**DISCLAIMER OF LIABILITY / HOLD HARMLESS DUE TO
OWNER'S ALTERATION OF ORIGINAL STRUCTURE OR
LANDSCAPING**

(Distribute to all persons seeking approval from Association for any exterior or landscaping change.)

By written submission to the Association the Owner has sought approval to make certain changes to the original improvements on Owner's Unit.

Winding Oaks Homeowners Association, Inc., (WOHOA) and the Architectural Review Committee (ARC), together hereby disclose to the Owner that any alteration, modification, addition, or other change in the original structure or landscaping could cause a negative impact to the original improvements on your property or to those on a neighboring property (*e.g.*, water leaks, premature deterioration of materials, discoloration, broken pipes, improper drainage of surface water, etc.).

In determining whether to grant Owner's request, the WOHOA has not made and will not make any independent investigation into the effect of any such proposed change to the original improvements. The WOHOA, ARC, and any of their respective agents and representatives expressly disclaim and deny any liability resulting from such proposed change. The Owner assumes all risk of loss associated with such proposed change and agrees to hold harmless from any claim of liability, the WOHOA, ARC and any of their respective agents and representatives.

Each Owner, by signing and delivering the Submission Form to the Association, affirms that he/she has been furnished and has read this Disclaimer.