

SPECIFICATION FOR INSTALLATION OF VINYL REPLACEMENT WINDOWS

GENERAL

Replacements must be double-pane vinyl-glazed windows. All glass, except for bathroom windows, must be clear, green-tinted, or blue-tinted. If selecting tinted windows, **ALL WINDOWS, per unit side, must be uniform in clear or tinted glass.**

COLOR, SIZE AND STYLE

The specification is planned to preserve uniformity of color, size, and style for units under one roof and individual models within different sections of the Village. Generally, the replacement must match the replaced windows and maintain the exterior trim color. A relatively few exceptions are permitted, as follows:

Gliding Windows: Gliding or sliding windows may be substituted for double-hung windows of the same size.

Kitchen and Bathroom Windows: Where smaller-sized windows are located above sinks and counters, replacements may be installed without grids. Sash windows may be replaced with sliders or casements. Note that the decision to install casement windows overlooking walkways must consider safety considerations.

Brown Windows: Replacements are expensive and of limited availability. Windows may replace Brown windows with white sashes and frames. The capping (or side) panels must match the trim color. All windows on any one side of a unit must be replaced simultaneously, other than the small slider windows in bathrooms.

Jalousie Window: Some Original models in Condos 1-22 were built with jalousie windows in the sunrooms. These may be replaced with single—or double-hung sash windows with grids to match the existing units' windows in color and style. Windows may replace Brown windows with white sashes and frames. The capping (or side) panels must match the trim color.

Window Grids: Double-hung windows may be installed with or without grids but must follow these guidelines. All windows, per unit side, must match either with grids or all without.

Garden Windows: These windows were installed in some Encore models. They may be replaced by single—or double-hung sash windows to match the unit's existing windows in color and style.

DIMENSION & INSTALLATION

The following installation guidelines must be observed:

- 1) All sills and heads are to be level, with jambs plumb and shims used where necessary.
- 2) The squareness of the window unit is to be checked before final anchoring into the wall.
- 3) All voids between jams and framing must be filled with loose insulation.
- 4) A 1/4-inch caulking allowance is to be used between the perimeter of the window unit and the exterior finish. The caulking application is to be neat and clean.
- 5) The window opening must be protected during construction. Exposed wood trim members must also be protected and finished-painted promptly.
- 6) Installation and operation of the window should be checked before application of interior trim.

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

SPECIFICATION NO. 2_2

LVW Permit Required

Board Approved: July 2, 2008

Page 2 of 2

NOTE: ENCORE MODELS ONLY: Roxy, Savoy, Ritz, Waldorf, Pickford, Victoria

1. All windows MUST be replaced with New Construction Windows.

The unit owner shall notify the Permits & Inspection Division Volunteer (name and phone number shown on the face of PERMIT) when work has been completed.

INSTALLER

Window installation must be done by a registered contractor with the Division of Consumer Affairs. Such a Contractor must furnish the Leisure Village West Association Office with a current certificate of insurance before the unit owner can apply for a permit and before any work can begin.

TERMS & CONDITIONS

A copy of the TERMS & CONDITIONS, as attached to the resident's permit, applies to all the above.

This building improvement Permit will be filed with the Ocean County Clerk's Office.

RESPONSIBILITY FOR THE MAINTENANCE, REPAIR, OR REPLACEMENT OF THIS IMPROVEMENT IS THAT OF THE UNIT OWNER OR SUBSEQUENT OWNER AND NOT THE LEISURE VILLAGE WEST ASSOCIATION

Board Approved: July 2, 2008
Amended: June 19, 2019
Amended: November 4, 2020
Amended: December 4, 2024

LEISURE VILLAGE WEST ASSOCIATION
MANCHESTER, NEW JERSEY

TERMS & CONDITIONS

PERTAINING TO THE APPLICATION FOR A PERMIT TO INSTALL IMPROVEMENTS

PERMISSION TO INSTALL IMPROVEMENTS SHALL BE LIMITED TO THE ITEMS SPECIFICALLY SET FORTH AND IS GRANTED UPON THE FOLLOWING CONDITIONS, VIOLATIONS OF WHICH SHALL BE GROUNDS FOR RESCINDING OR REVOKING THE PERMISSION GRANTED.

1. The specified improvements must be located as shown on the plan, diagram, or specification attached as an essential element of the permit.
2. Any work performed in an owner's unit or the common area, including foundation planting beds outside the unit, is subject to all State laws, Municipal ordinances, and Association regulations.
3. If any work, installation, or improvement, whether approved or unapproved, causes any damage to any Unit, the General Common Elements, or the Limited Common Elements, the Unit Owner(s) associated with **the work improvement shall be solely responsible for the same. By installation of any improvement**, whether approved or unapproved, the Unit Owner(s) agree, for themselves and for their successors and assigns, to indemnify, defend, and hold the Association harmless with respect to any claim, damage, or any injury to any person or thing related to the improvement and/or the installation, modification, maintenance, use or removal of the improvement.
4. By executing and accepting this permit and its terms and conditions, the owner understands that the installation, when completed and then forming a part of the Common area, will not be insured by the Leisure Village West Association against any loss or for any Indemnification.
5. The owner acknowledges that the responsibility to repair and maintain said improvement rests solely with the owner and does not and will not be the responsibility of the Leisure Village West Association.
6. Leisure Village West Association will inspect all work. The owner and the contractor or workman will be responsible for any deviations from the approved permit and will be required to make any necessary corrections at the owner's expense.
7. The inspection is for the sole purpose of verifying the owner's compliance with the plans, diagrams, and/or specifications and is not intended to warrant the quality, correctness, or compliance with contracts or codes of any work performed. The Association accepts no liability should the installation be improperly installed or if the installation causes damage to the unit, another unit, or the common elements.
8. Work improvements cannot be performed without approved permits from the Leisure Village West Association and proper permits, if required, for Building, Electrical, Plumbing, etc., from the Manchester Township Bureau of Inspections or the County. They must also be in compliance with all State laws and municipal ordinances.
9. Unless otherwise indicated in the Specification, the services must be performed by a licensed contractor with proper insurance coverage for the protection of the owner and the Leisure Village West Association.

OWNER - Please keep this for your records

(T&C) Board Approved: March 6, 2024