

**WINFIELD MUTUAL HOUSING CORPORATION
WINFIELD PARK, NEW JERSEY**

ADDITIONS AGREEMENT

PRIOR TO SIGNING THIS AGREEMENT THE CONTRACTOR SHALL SUBMIT TO THE PROPERTY MANAGER CERTIFICATES OF INSURANCE FOR WORKERS' COMPENSATION INSURANCE AND COMPREHENSIVE GENERAL LIABILITY INSURANCE IN LIMITS OF NOT LESS THAN \$1,000,000 COMBINED SINGLE LIMIT.

ADDITIONALLY THE MEMBER SHALL SUBMIT THREE (3) COMPLETE SETS OF CERTIFIED PLANS AND SPECIFICATIONS : ONE (1) SET TO BE ATTACHED TO THIS AGREEMENT AND TWO (2) SETS TO BE INITIALED BY THE MANAGER PRIOR TO BEING SUBMITTED TO THE TOWNSHIP BUILDING INSPECTOR.

MEMBER _____ ADDRESS _____

The undersigned Member(s) agree to construct and maintain an addition to Dwelling No. _____ at their sole expense and in strict compliance with the following regulations governing the construction of additions.

1. **BUILDING CODE:** All construction shall conform to the requirements of the N.J.A.C. 5:23 Uniform Construction Code, as the same may be amended from time to time.
2. **CALL BEFORE YOU DIG:** Before using a post-hole digger or any type of excavation tool, call **1-800-272-1000** to report the location of your addition. You will receive a **DIG NUMBER** and utility companies will mark the location of any pipes, cables or lines in the area.
3. **PLAN APPROVAL:** Certified plans and specifications (with the raised seal of the architect or professional engineer impressed thereon) must be approved by the Property Manager prior to obtaining a building permit from the Township Building Inspector.
 - A. No dumpsters or pods are allowed on corporation property.
4. **PLANS AND SPECIFICATIONS:** The attached plans and specifications are hereby made a part of this Agreement.
5. **SIZE:** No addition shall extend further than sixteen (16') feet from the end or twelve (12') feet from the rear of a building **OR VISE VERSA**. (The living room door is at the rear.) The depth of the cellar shall not exceed ten (10') feet. The roof shall be no higher than the existing roof.
6. **GENERAL:** Concrete footings shall be a minimum of three (3') feet below grade: the roof shall match the existing design: roofing shingles and vinyl siding shall be comparable in quality and identical in color to the main structure: the addition shall be level and plumb and all work shall be performed in a competent manner by skilled tradesmen: the work area shall be cleaned up at the end of each work day.
7. **LOCATION:** An addition shall not extend over utility lines, pipes, sewers or drains. An addition shall not unduly restrict the line of sight, from the front door to the street, of an adjoining neighbor. An addition shall maintain the aesthetic and architectural integrity of the community. An addition shall provide for adequate drainage of neighboring areas. An addition shall not be approved if it affects the structural integrity of the existing building or roof.

8. **SET BACK:** An addition shall have a minimum four (4') feet set back from the adjoining neighbor and a minimum three (3') feet set back from a "common sidewalk" except that middle units shall be set back a minimum of three (3') feet from adjoining neighbors. Excluding the overhang, the set-back shall be measured from the point protruding furthest in the addition. Furthermore, no addition shall be within eighteen (18') feet of another building. To determine the maximum size possible it will be assumed that a similar size addition will be constructed on the adjacent building which, when completed, will leave a minimum set back between buildings of eighteen (18') feet.

9. **COMPLETION:** The addition shall be completed no later than six (6) weeks after commencement of the project. The commencement must start within thirty (30) days of approval. Upon completion, member shall provide to the Property Manager written assurances that all permitting requirements under N.J.A.C. 5:23 Uniform Construction Code have been completed.

10. **INDEMNITY:** The undersigned member agrees to adequately insure the addition at their expense against loss and to indemnify, defend and save the Corporation harmless from any and all liability, loss or damage the Corporation may suffer as a result of any claims arising out or in any way connected with the construction or use of the addition.

11. **COMPLIANCE:** The Member shall at all times maintain the addition in a manner satisfactory to the Corporation. If the Member fails to comply with any of the foregoing provisions of this agreement, within ten (10) days of being notified, the **UNIFORM PENALTY FOR NON-COMPLIANCE** will be assessed.

12. **WORK COMPLETION:** All work must be completed in a workmanlike manner that is satisfactory to the Corporation. Thereafter, all alterations indicated above must be properly controlled and maintained by the member to the satisfaction of the Corporation. The cost of all necessary maintenance as determined by the Corporation is to be paid by the member. The member is solely responsible for the control, inspection and maintenance of all alterations. Upon termination of the member's contract all alterations must be returned to its original condition if at that time the alterations are not approved by the Corporation. If the alterations must be returned to their original condition all costs are the responsibility of the member.

DATED: _____ (MEMBER)

COMPLETION DATE _____ APPROVED BY _____
 CORPORATION MGR FOR WINFIELD MUTUAL HOUSING

INSP. DATE: _____ PRESIDENT / VICE PRES. BOARD OF TRUSTEES

INSPECTED BY _____ BOARD MEMBER