

CAMBRIDGE CONDOMINIUM OWNERS ASSOCIATION

5204 Village Creek, Suite 202

Plano, Texas 75093

214-368-3388 214-739-5566 Fax

March 26, 2024

Dear Owners,

We have sent out two prior notices letting people know that if you have damaged and/or fogged windows, and/or have the original builder windows, this notice is to advise that they have exceeded their useful life. Since the association is planning to have the building exteriors painted in 2024, all owners must replace their old or failing windows before the project begins.

After reviewing the Architectural requests that were submitted and seeing the cost and availability of the previous style of window, the Board has decided to move forward with a different style of window that is easier to obtain and considerably less in price. Please see below for the new guidelines moving forward. If you have submitted a request and are waiting on approval, please contact your vendor with the new guidelines and resubmit an Architectural change request for approval.

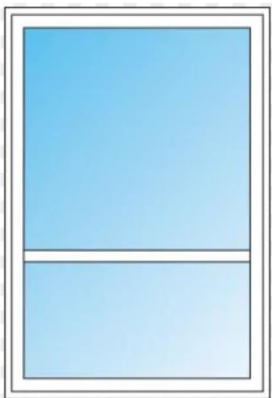
Since windows are the responsibility of the owner, please see that all windows at the unit are properly replaced, including the frames, by August 1, 2024, to avoid a violation letter and possible fines. We hope by sending this letter with plenty of notice, that we will achieve compliance with all owners, and not have to send violation letters and assess fines. The Cambridge Condominiums Maintenance Responsibility chart is available for review on the website, www.cambridgeownersassociation.com.

If you have replaced your window(s) with the previous style of window, you will not need to replace them if they are still functional and efficient. IF YOU DID NOT SEEK PRIOR APPROVAL to replace your window, and you have the previous design or other design, you are required to replace the window to be compliant.

Replacing your windows is only part of compliance, as they must be installed properly. Poor installation can cause a window to fail quickly, and possibly cause damage to neighboring units or the common elements. Please be sure to choose a vendor that is reputable and get a clear understanding of the warranty on the labor as well as the product.

You may choose the vendor you feel most comfortable using, however many people have asked for the name of a source that is familiar with the property and the requirements. We have worked with Barry Wheeler at Home Depot on numerous properties, and he is familiar with Cambridge and the guidelines required. You may reach Barry at 469-660-9014 or Barry_D_Wheeler@homedepot.com.

Please give this description to your vendor:



WINDOW STANDARD: white vinyl replacement windows, double hung (2nd and 3rd floor only), style 60/40 Oriel. The windows (including frames) must be replaced with the same size as the current windows- No casement windows are permitted, and “New Construction” style windows are not permitted. Please do not replace the glass and think this will be acceptable, because all windows on the property must meet the standard listed above. Please do not send a letter claiming your original window(s) are “fine” and do not need replacement. All units must have compliant windows according to the standard cited above, (or the previous standard if they were approved for replacement).

Once you have selected your vendor and the replacement window(s), please complete the enclosed Architectural Change request form, and return it to our office prior to any work commencing.

- All Architectural request forms for windows must include proof of liability insurance of the installer.
- Please include a photo of the windows you have selected, or a link to the manufacturer's website showing the windows you have chosen.
- All window and door replacements must be approved in advance by the Board of Directors.
- Partial or incomplete submissions will not be considered.

Thank you for your consideration and prompt attention to this matter.

Sincerely,

Managing Agent
Enclosure