

## Antigua Condominium Association

### Antigua Operating Policy

Antigua Operating Policy 2-1 (2<sup>nd</sup> Revision)

September 20, 2023

Subject: Replacement of Rotunda (Interior) Windows

Purpose: To establish the policy for replacement of rotunda (interior) windows.

Policy:

1. The building windows will be standardized to insure:
  - a. An aesthetic appearance.
  - b. A safety factor margin.
  - c. Effectiveness to prevent water penetration.
2. This Operating Policy does not apply to window replacement on the exterior of the building. Replacement of exterior windows may only be done with the prior approval of the Board of Directors.
3. Windows for the interior of the building shall consist of a three-section casement which shall have a large fixed center glass with side windows that must of the glider type.
4. The Board of Directors must approve all window replacement prior to installation. Requests must meet the following standards:
  - a. All manufacturer's product literature, sample of design by pictures or drawings, color samples, etc. must be submitted with approval request.
  - b. The color of the exterior aluminum cladding or vinyl shall be **Dark Bronze** on the exterior. Screen fabric should also be dark in color; light or bright aluminum is unacceptable.
  - c. Must be of vinyl or aluminum cladding.
  - d. Exterior glazing shall be clear, sealed, insulated glass. Tinted glass or glazing may not be installed.
  - e. All replacement windows shall meet all code requirements and carry correct hurricane rating and UV specifications.
5. All interior windows are an alternate fire escape. All replacement windows must meet all town and other applicable building codes. The building code is currently administered by the Planning & Community Development Department, Town of Ocean City, Maryland.
6. Windows must remain operational.

Approved: Antigua Operating Policy 2-1 (2<sup>nd</sup> Revision) was approved by the Board of Directors on September \_\_\_\_, 2023.

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Mike Falkner  
President

History: The second revision deleted the option for double-hung frame windows on the interior of the building and clarified that it does not apply to exterior window replacement.