



To eliminate any confusion by homeowners, the Board of Directors has developed the following policies/guidelines related to Roof Replacements.

1. Major repairs are those that require more than 10 shingles to be replaced.
2. Roofs installed without ALCC approval will be removed at the owner's expense-NO EXCEPTIONS.
3. Roof color must be different from neighboring roofs. Selected color must be primarily brown tones and will be subject to approval. Attach brochure showing color choice.
4. ONLY ARCHITECTURAL SHINGLES WILL BE APPROVED.
5. It is highly recommended that a complete tear off is performed rather than applying a second roof over the existing roof.
6. 6 feet of ice and water shield from the roof edge is the mandatory minimum. Ice and water shield is required in all valleys and rear of chimneys, (ex. Adams). Request copper or aluminum saddle.
7. Replacement of sidewall flashing is **mandatory**.
8. Install new gutter edging.
9. Vertical sidewalls and all parapet walls must be lined with ice and water shield and it must be extended down over the new step flashing and installed under the 2 X 12 Cedar caps.
10. Parapet wall siding and 2 X 12 Cedar caps are to be re-installed by the contractor. The Association, at the Operation Manager's direction, will supply new siding for the parapet walls and/or Cedar cap.
11. Contractor replaced roof plywood decking is to be at homeowners' expense.
12. It is highly recommended that bathroom and kitchen exhaust vents connect to dampered roof vents.
13. A dumpster or trailer for refuse is mandatory. NO roof debris is allowed on driveway or lawn. Plywood must be placed under dumpster/trailer to avoid damage to driveway.
14. Warranty of materials and labor in writing is recommended for homeowner protection.
15. Both homeowner and roof contractor MUST sign proposal/ALCC request before it will be approved and each will receive an approved copy of the request.

**GUIDELINES NOT FOLLOWED MAY REQUIRE REMOVAL OF ROOF AT HOMEOWNER'S EXPENSE.**

I have read and will follow the above guidelines for roof replacement.

\_\_\_\_\_ Date \_\_\_\_\_  
**Contractor Signature**

\_\_\_\_\_ Date \_\_\_\_\_  
**Homeowner Signature**