



Country Village Townhouse Association

POLICY

Roof Replacement

(Version 2.0 Updated and Effective May 30, 2005)

This policy is designed to assist association members, and their roofing service provider, during the roof replacement process. Replacement roofing or roofing resulting from repairs, remodeling, additions, etc. shall meet all governmental codes, including safety. The Association is principally concerned that the aesthetics and architectural qualities are maintained.

Recommended Roofing Material:

The Association recommends homeowners replace their roof with Class A materials for fire and life safety reasons. The Town of Guilderland does not require a building permit for re-roofing.

Required Manufacture / Style / Color:

It is an important criteria of the Association that all alterations, replacement and improvements maintain compatible characteristics to that which exists, as well as surrounding homes. Aesthetics are maintained by utilizing the appropriate matching replacement shingle.

It is a priority and a requirement that all replacement shingle materials match the style and color to the original shingle and blend with attached townhomes. In situations where all attached homes are replacing roof shingles at the same time, the use of architectural-grade shingles may be permitted.

Unacceptable Roofing Material:

All roofing material which does not meet the “Required Manufacturer / Style / Color” criteria including steel, metal, wood shakes, tar, slate, etc., and Metal snow/ice slides are *not* permitted, rubberized roofing membrane is highly recommended.

Approval Process:

Written advance approval must be received from the Association following owner submission of a properly submitted “Application for Change Form” prior to the commencement of any work. All applications must include an original and replacement shingle sample.

Plan your re-roofing project in advance, allowing up to 30 days for your application to be reviewed.

Standards:

Roofing materials shall be installed in accordance with manufacturer specifications and in compliance with all governmental building and safety codes.

When granted, approvals are issued contingent upon the work being completed in a maximum period of twelve (12) months following the approval date, and shall automatically expire after said period. Work must be completed not later than three (3) weeks from work start date.

The work area must be maintained in a safe, clean and orderly condition at all times. Dumpsters must be placed on asphalt driveway surfaces only (placement on roadway or grass not permitted), and mounting on "protective blocks" is recommended. Windblown and overflowing debris not permitted.

The removal and disposal of existing shingles is recommended, however is only required to the extent that non-removal would adversely affect the aesthetics of the installed job.

The quality of work should be equal to or exceed that which exists and is predominated at the community. Experienced, competent and insured personnel only shall complete work.