

## **Elk Run Phase IV HOA Window Replacement or Addition Policy**

**This policy supersedes any and all previous versions.** All changes must adhere to existing exterior architectural style and applicable codes. All requests must be made in writing and include the below information and have Board approval before work can begin. Request must be made 30 days prior to anticipated start date.

### **Cosmetic Requirements:**

- Window frames (not exterior trim) must be the existing dark brown/bronze color initially installed
- Windows must have mullions
- Materials can be wood, aluminum or synthetic

### **Submittal Must Include:**

- Tentative start and completion dates
- Changes in style, size or location requires a detailed plan with project schematic drawings and a detailed window schedule of dimensions and location. This does not need to be professionally done.

### **Homeowner Agrees to:**

- Repair, paint and caulk all exterior wood surfaces
- Siding boards damaged during installation will be replaced with new full length boards of either redwood or cedar to existing specs.
- The Board will inspect the final results and determine if additional repairs are necessary to maintain quality standard of exterior appearance.

### **Required Paint Codes and Supplier Information for Exterior Painting:**

Please contact a board member for the current paint codes and supplier