

Guidelines for Window Installations
Woodgate Glen Homeowners'
Association Contractor's Statement
Included

The documents governing the installation of windows may be found on our website at: <http://woodgateglen.com/>. See the **tabs** "CC&R's and Bylaws" and "Regulations"

To help understand the specific requirements that must be met when installing new windows, the HOA is providing these guidelines. Following these guidelines a homeowner can avoid having to reinstall incorrect windows (very expensive). The homeowner is responsible for the cost of repairing any damage, including leaks caused by the window installation.

Aluminum Windows:

- All aluminum windows must be the same as original windows except dual pane windows may be used.
- The frame must be the "clear anodized" aluminum color of the original which is silver.

Vinyl Windows

- Vinyl windows "New Construction" (nail-on fin) is recommended, retro fit is allowed with additional guidelines*.
- Retro-Fit Windows- if siding is vertical, each groove must be caulked behind the trim. Any water-damage caused by retro-fit windows is the sole responsibility of the homeowner.
- Low e and Low e2 windows are acceptable but may not be unusually dark.
- The **reveal** (the white or vinyl part) must be no wider than 3.75 inches. Several brands of windows make styles that meet this requirement. Milgard and Anlin are two that make these but be sure that you discuss this requirement with your Installer since not all models are compliant. Other brands also exist that are compliant with the 3.75 inch reveal requirement.
- Approved colors for vinyl windows are white and almond
- If any window other than clear anodized aluminum is installed on a two story unit, then all windows on that side of the unit must be replaced within two years; a single story unit must have all windows done within that same two year period.
- The HOA requires a licensed and insured contractor be hired by the homeowner for the window project.
- Only Ever Green Cedar wood trim is to be used for window or door trim replacement. It can be purchased at Friedman's Home Improvement Store.
- The wood trim must be primed on all six sides and be primed on all cuts.
- Paint may be purchased by the homeowner at Dunne Edwards Paints in Cotati. Door, Trim and Siding colors must match the currently approved color scheme. HOA will provide small amounts of paint for touch-up.

- No grid pattern is allowed except for a Queen Anne pattern in an Operable patio door and attached Fixed side. See photo at the bottom of this document.

Vinyl Doors

- By design, the patio door's reveal is wider than 3.75 inches. Because of this, the HOA accepts patio doors of the same make and model as the windows being installed.
- If you are only installing a patio door be sure the matching windows meet the **3.75 in reveal** and you should be within the requirements of the installation policy.



Contractor's Signed Statement

Woodgate Glen HOA is now requiring contractors to sign the following document prior to our approval of any door and/or window installation:

Woodgate Glen Window and Sliding Glass Door Replacement Contractor's Statement

By signing below I am stating that I am the representative of _____ the owner of _____, a townhouse in Woodgate Glen, and have the authority to enter into contracts on behalf of my company. I understand that my company and I are responsible and liable for all of the requirements listed below. I/We guarantee that all the requirements listed below will be met once the installation is complete.

If any of these requirements are not met then we will replace the windows at our cost until our window and door installation meets all of the listed requirements and the Woodgate Glen Board of Directors is satisfied with the installation .

Requirements:

- 1) The reveal from the edge of the wood trim to the glass on the TOP of the window shall not exceed 3.75 inches.
- 2) The reveal from the edge of the wood trim to the glass on the fixed side of window shall not exceed 3.75 inches.
- 3) The reveal from the edge of the wood trim to the glass on the operable side of the window shall not exceed 3.75 inches. The 3.75 inches includes the sash.
- 4) The reveal from the edge of the wood trim to the glass on the bottom of the window shall not exceed 3.75 inches.
- 5) This installation does not include any vertical sliding windows.

Please note that the above requirements are only part of the Woodgate Glen HOA Window and Door replacement policy. All of the policy must be met in order for the windows and doors to be approved and considered to have met all of the requirements.

Contractor Signature

Date

Owner's Signature

Date

Contractor Name (print)

Owner's Name (print)