

**PINEHURST ESTATES HOMES ASSOCIATION
APPLICATION FOR APPROVAL OF
REPLACEMENT ROOFING MATERIALS**

You must complete and submit this Application to the Board of Directors at least thirty (30) days prior to ordering or installing ANY re-roofing materials on your home, unless the Board specifically waives the 30-day requirement due to an emergency. Please provide all information requested in as much detail as possible. You must attach a copy of your roofing installer's proposal, must make a sample of the proposed roofing materials available, and you and your roofing installer must complete the Certification at the bottom of this Application. You must post your approved Application in a window that is visible from the street for a period of two days before, during and two days after the installation of your new roof.

HOMEOWNER INFORMATION

1. Name _____ Home Phone _____
Address _____ Office Phone _____

2. Is approval sought on an emergency basis (Yes/No)? _____ . If yes, explain:

3. Please indicate the date you desire to order re-roofing materials and the date installation is to begin.

ROOFING INSTALLER INFORMATION

4. Please provide the company name, address and phone number of roofing installer, and the person with whom you are dealing.

REROOFING MATERIALS

5. Have you attached your roofer's proposal (*Required*) (Yes/No)? _____ . If not, why?

The roofer's proposal must set forth, at a minimum, the manufacturer of the roofing materials, product brand name, model, style, product specifications (thickness, weight, grade, fire-rating, warranty, etc.), color and the method of installation, including whether or not the current materials are to be removed, if any structural reinforcement is necessary, type of underlayment to be used, etc.

6. Do the proposed roofing materials meet the PEHA Guidelines for Roofing Materials? (*Required*) (Yes/No) _____. If not, explain and identify the specific differences.

7. Have you submitted a sample of the specific roofing material with this Application? (*Required*) (Yes/No) _____. If not, why not?

8. May your name, address, phone number and roof contractor be put on a list for roofing references for Pinehurst Estates residents? (Yes/No) _____

CERTIFICATION

We, the undersigned homeowner(s) in Pinehurst Estates subdivision, and the roofing installer identified above, hereby certify to the Board of Directors of Pinehurst Estates Homes Association that the above information is true and correct to the best of our information and belief and that the proposed roofing product identified above is the material I intend to install on my home by the above identified contractor, subject to the Board's approval, and that it meets the specific requirements of the PEHA Guidelines for Roofing Materials adopted by the Board of Directors of Pinehurst Estates Homes Association.

Dated this _____ day of _____, 20____.

HOMEOWNER

ROOFING INSTALLATION COMPANY

HOMEOWNER

by NAME AND TITLE

BOARD APPROVAL

The Board of Directors of Pinehurst Estates Homes Association hereby approve the homeowner's request for the installation of the roofing materials identified by the homeowner(s) on this Application. Approval is NOT given for the homeowner(s) to deviate from any of the information indicated above, which would require re-submission and re-approval by the Board of Directors.

Dated this _____ day of _____, 20____.

PINEHURST ESTATES HOMES ASSOCIATION
BOARD OF DIRECTORS

By _____
Board Member/Office

By _____
Board Member/Office

PINEHURST ESTATES HOMES ASSOCIATION

GUIDELINES FOR ROOFING MATERIALS

Effective April 1, 1993

Amended September 7, 1993

In arriving at these guidelines, the Board considered, and will continue to consider, the aesthetic appearance of the re-roofing materials proposed, the need for uniformity and compatibility with the appearance of roofing materials currently being used in our subdivision, safety, the effect on home values, the effect on insurance costs, and product specifications such as color, style and grading.

Re-roofing materials that may be used on homes in the Pinehurst Estates subdivision shall be of one of the following types, shall adhere to the specific guidelines set forth for that type, and shall have written approval from the Board of Directors prior to such materials being ordered or installed.

GUIDELINES

1. **Wood shingles** (A sawed wood product) -
Number 1 Grade with minimum 0.40-inch thickness measured at the butt. May not be installed over an existing shingle roof. Usually installed without an underlayment of paper.
2. **Wood shakes** (A split wood product) -
Number 1 Grade with minimum ½-inch thickness measured at the butt. May be installed over and existing shingle roof. Must be installed over an underlayment of 30-lb roofing felt.
3. **Slate** -
Subject to preliminary Board approval as to whether deemed appropriate for the particular home. If approved, such material will be of uniform size and color, and installed over 30-lb roofing felt.
4. **Clay Tile** -
Subject to preliminary Board approval as to whether deemed appropriate for the particular home. If approved, such material will be of uniform size and color, and installed over 30-lb roofing felt.
5. **Concrete Tile** -
Must have a weathered-wood look and color, textured to resemble wood shingles or wood shakes, have a dull or matte surface, and installed over 30-lb roofing felt.

6. **Laminated Composition Shingles** -

- a. Architectural shingle with shadow lines and/or relief, which imitates a wood shingle or wood shake in appearance.
- b. Required to be installed with sheet metal valley and flashings (that is, the shingles themselves may not be used to form the "California" style valleys.) The color of the required sheet metal valleys and flashings must be within the same color range as the composition shingles being installed.
- c. Must have double thickness or greater ridge- and hip-shingles.
- d. Must have the appearance and color range of natural weathered cedar shingles or weathered cedar shakes.
- e. Required to be installed over solid decking (sheathing) placed either directly on the roof joists (best for restricting the path of flames) or atop existing spaced sheathing lumber. Shingles shall not be installed over existing wood shingles or wood shakes.
- f. Required to be installed over an underlayment of 30-lb roofing felt.
- g. Minimum 3/16-inch thickness measured at the exposed butt end of overlap.
- h. Minimum 320 lbs/square, a square being 100 square feet as installed.
- i. Must be Class A fire-rated material as determined by Underwriters Laboratory (UL).

Except as required above, the minimum requirements of The NRCA Steel Roofing Manual, published by the National Roofing Contractors Association, shall be followed for materials and installation.

These guidelines have been adopted to maintain the high quality and value of the homes in our subdivision, and provide individual homeowners with details on acceptable roofing materials and the procedures necessary to obtain the required Board approval for re-roofing their homes. THESE GUIDELINES ARE NOT A RECOMMENDATION OR ENDORSEMENT BY THE BOARD OF DIRECTORS OR THE PINEHURST ESTATES HOMES ASSOCIATION OF ANY ROOFING MANUFACTURER OR PRODUCT OR ANY ROOFING COMPANY OR INSTALLER. In adopting these guidelines, the Board makes no representation as the quality, useful life, safety or any other characteristics of any roofing materials or their installation. The responsibility to engage a reputable, competent roofing contractor to install a replacement roof, choose a quality roofing material and installation remains solely with each homeowner.

ADDITIONAL CONSIDERATIONS

The following should be considered when planning to re-roof your home.

1. When considering either slate, clay, tile or concrete tile materials, the roof framing may need to be reinforced to carry the additional weight of the materials.
2. When installing any roofing material, ventilation requirements should be considered by the homeowner with the advice of a roofing contractor.
3. All rubber collars and similar vent fittings should be replaced during re-roofing as these components are frequently the source of leaks.
4. Roofs with a shallow pitch of less than 3 inches per foot (such as over flat-roofed dormers) must be covered with a rolled roofing material, or possibly composition shingles. If composition shingles are used, the above specifications for laminate composition shingles must be followed.

APPROVAL PROCEDURES FOR RE-ROOFING

Each homeowner is required to complete and submit an application form seeking approval of the Board of Directors at least thirty (30) days in advance of ordering re-roofing materials or their installation on a form approved and supplied by the Board. A sample form is attached.

In an emergency, the Board may waive the 30-day advance approval requirement when the homeowner has indicated on the Application form submitted to the Board that approval is being sought on an emergency basis and facts support the request.

Application forms may be obtained from the Vice President-Restrictions or downloaded from the official Pinehurst Estates web site. All complete applications and attachments, including those for emergency roof replacements, should be submitted to the Vice President-Restrictions who will arrange for the appropriate Board review and approval.

ENFORCEMENT OF GUIDELINES

The Board has adopted these guidelines and procedures for obtaining written approval in a manner that will make homeowners' compliance as easy as possible. To fulfill its duties under the declaration creating Pinehurst Estates Homes Association and to protect and preserve the character of Pinehurst Estates and home values of all homeowners in the subdivision, the Board will strictly enforce these guidelines to the full extent allowed by law. Enforcement may include, where appropriate, applying to any court of competent jurisdiction seeking an injunction, mandatory or otherwise, to prevent a breach or to enforce the Declaration of Restrictions and these Guidelines and/or assessment of fines where appropriate.

Appendix A

LAMINATED COMPOSITION SHINGLES

The following laminated composition shingle products are deemed to be generally available in our area. They carry a 40-year limited warranty; have a minimum weight of 320 lbs/square; are rated US Class A; and, therefore, would meet the Product Guidelines for this type of roofing material.

1. GAF Timberline Ultra (referred to as Timberline 40)
2. Tamko Heritage Premium Shadowtone
3. CertainTeed Grand Manor shingle (special order)
4. Elk Prestige Plus (special order)

The above products are set forth for informational purposes only and ARE NOT A RECOMMENDATION OR ENDORSEMENT BY THE BOARD OF DIRECTORS OR THE PINEHURST ESTATES HOMES ASSOCIATION OF ANY ROOFING MANUFACTURER OR PRODUCT.

Homeowners should be advised that some manufacturers move in and out of the market, some may have financial problems, and not all products are available from the roofing contractors. The buyer should ask pertinent questions of the contractors and suppliers in order to ascertain their stability and reliability.