



Woodfield Newsletter

April 2001

“Progress as Promised”

The April 2001 issue of the Woodfield Newsletter is being devoted entirely to procedures for all residents' compliance with Woodfield's Protective Covenants and Restrictions. It is important for all residents to communicate with Woodfield's Architectural Committee in advance and receive their prior approval for any planned improvements to the exterior of their house or yard. Failure to carefully read the enclosed information and follow the instructions could be very expensive for any resident found in non-compliance!

FIRST: All residents should read and become familiar with the Protective Covenants and Restrictions contained in your Woodfield Directory (the third and fourth printed pages from the back of the directory).

If you don't have a copy of the Directory, then as soon as possible, contact Stephanie Royo (298-9259) or Nate Sharp (298-7712) for a copy. Read carefully these Protective Covenants and Restrictions. If you don't understand them, then contact a member of the Board of Directors or Architectural Committee for an explanation.

SECOND: In accordance with the WHA Bylaws, the Board of Directors appointed a WHA Architectural Committee, whose responsibility shall be to administer certain Protective Covenants and Restrictions which include, but are not limited to, approval of all re-roofing and approval of all plans for any exterior improvements. They shall also be responsible for interpreting the development and construction standards.

In summary, no out building, retaining wall, or any other permanent exterior structure or improvement shall be built without the prior approval of the Architectural Committee!

THIRD: In accordance with a recent successful vote, the Roof Covenant has been amended to permit as an option certain approved composition roof materials for houses in Phase I (Blocks 1-7) of Woodfield. We hope this change in Roof Covenant will apply to Phase II (Blocks 8-13) in the near future. An announcement will be made when it occurs.

A complete copy of the “Woodfield Homeowners Association (WHA) Procedures for Roof Replacement in the Woodfield Subdivision” dated April 1, 2001 is attached. A “Woodfield Homeowners Association (WHA) Request for Approval to Re-roof” form, “Woodfield Homeowners Association (WHA) Approved Listing of Manufacturers Producing Composition Roof Material”, and “Woodfield Homeowners Association (WHA) List of Helpful Hints and Suggestions for Residents when Re-roofing” are also attached. Each resident should carefully read and ask questions as necessary to understand them.

Strict adherence to the enclosed procedures will be required when requesting approval to re-roof. Anyone interested in re-roofing should read and follow these procedures. Non-compliance will result in stoppage of the work. Any expenses incurred to comply will be charged to the resident.

The following requirements are applicable to composition roofs:

1. Composition shingles must be one of the approved manufacturer type and product name furnished as a minimum.
2. Color must be **Weathered Wood**.
3. Only **Laminated** design shingles are permitted.
4. Decking material must be **OSB 7/16 inch** with adequate spacing all around.
5. You should also carefully note the requirements for felt paper, nailing, painting of stand pipes, vent stacks, metal valley enameled channels, drip edge painted strips and adding proper ventilation.
6. Complete tear off of old roof.

If you choose to use wood shingles as the re-roofing material, the minimum is No. 1 ½ or ¾ inch thickness and 24 inches long with 10 inches exposure or ¾ inch thickness and 18 inches long with 7 ½ to 8 inches exposure. The following requirements also apply:

1. Hand nail all. No staples.
2. Metal valley enameled channel with “weathered wood” color only.
3. Stand pipes, vent stacks and flashings painted “weathered wood” color only.
4. Note the felt requirements and follow industry standards for spacing.
5. Complete tear off of old roof.

These procedures will be closely adhered to, strictly followed and managed by the Architectural Committee for every resident’s protection.

Please contact one of the following Architectural Committee members if you have any questions.

Dick Markey	298-8935
Homer Mouden	299-8353
Gary Ross	298-4046
Hubert Smith	299-3611

A very special thanks to Rosie Ediger for the great typing, editing and patience!

Thank you for your cooperation and compliance with these guidelines of Woodfield’s Architectural Committee.

WOODFIELD HOMEOWNERS ASSOCIATION (WHA) PROCEDURES FOR ROOF REPLACEMENT IN WOODFIELD SUBDIVISION

(PLEASE SAVE FOR FUTURE REFERENCE)

To: All Woodfield Residents

From: WHA Architectural Committee

Date: April 1, 2001

In accordance with a recent successful vote, the Roof Covenant has been amended to permit as an option certain approved composition roof materials for houses in Phase I (Blocks 1-7) of Woodfield. We hope this change in Roof Covenant will apply to Phase II (Blocks 8-13) in the near future. An announcement will be made when it occurs.

The Architectural Committee has developed the following procedures that have been approved by the Board of Directors. Full cooperation and compliance with these procedures is required in order to maintain a consistent appearance throughout the neighborhood, which in our opinion would help sustain the real estate market values of homes in Woodfield. It is critically important that Woodfield maintain its image as a very desirable neighborhood, where homeowners take pride in their home's appearance.

If a resident does not follow these procedures and obtain the proper approval before commencing the re-roofing, WHA will take legal action to stop all construction and require full compliance. Any expenses incurred by WHA will be billed to the offending resident.

If composition shingles are planned for the re-roofing the following items should be closely read, understood (ask questions), and complied with so that approval can be granted. The following specifications/standards must be strictly met in order to obtain approval.

1. Color – Only “Weathered Wood”.
2. Design – Only a “Laminated” design that simulates a wood shake shingle.
3. Manufacturer – “Tamko Heritage” 30 will be considered the minimum standard shingle. The WHA’s Architectural Committee for installation on Woodfield roofs has also approved the attached list of other manufacturers and their shingle specifications as minimums.
4. Decking – Only Oriented Strand Board (OSB) 7/16 inch sheets. No plywood. Adequate spacing all around. Allow provision on the wood cross strips to abut and nail the next OSB panel going up the roof.
5. Felt – Only 30 pound felt.

6. Either hand nail or staple wood decking using 1 ½ inch staples. Hand nail felt and either hand nail or coil nail shingles.
7. Stand pipes, vent stacks, chimney flashing and other pipes and flashing – must be painted to match “weathered wood” color.
8. Ventilation – proper attic ventilation must be included in re-roof proposal and installed. Suggest low profile vents.
9. Metal valley channels with baked on enamel to match “weathered wood” color must be used.
10. Drip edge metal strips must match “weathered wood” color.
11. A complete tear off of the old wood roof is required.

If wood shingles are to be used to re-roof, the minimum requirements are as follows:

1. No. 1 ½ or ¾ inch thickness and 24 inches long with 10 inches exposure or ¾ inch thickness and 18 inches long with 7 ½ to 8 inches exposure.
2. Hand nail all. No staples.
3. Felt – only 30 pound felt.
4. Metal valley channels with baked on enamel to match “weathered wood” color.
5. Stand pipes, vent stacks, chimney flashings and other pipes and flashing must be painted to match “weathered wood” color.
6. Spacing to follow industry standards.
7. A complete tear off of the old roof is required.

The attached form entitled “Woodfield Homeowners Association (WHA) Request for Approval to Re-roof” must be completed in full and submitted along with a copy of the Contractor’s bid to the WHA’s Architectural Committee. The re-roofing must not be started until the approved form is returned from the Architectural Committee to the resident. The committee will respond within five working days.

Please review the enclosed “Woodfield Homeowners Association (WHA) Approved Listing of Manufacturers Producing Composition Roof Material”. These materials have been approved as a minimum.

“Woodfield Homeowners Association (WHA) List of Helpful Hints and Suggestions” is also attached for resident’s guidance.

It is also essential that all residents support a strong Homeowners Association for protection and maintenance of the quality of life in this neighborhood. All residents are requested to help the Woodfield Homeowners Association and its Architectural Committee enforce these procedures. If any perceived violation has occurred, or is believed about to occur, please contact any member of the WHA Board or the Architectural Committee so that corrective action can be taken.

When you do choose to replace your roof, or have any questions, contact any one of the following Architectural Committee members:

Dick Markey.....298-8935	Gary Ross298-4046
Homer Mouden.....299-8353	Hubert Smith.....299-3611

WHA Board of Directors:

Nate Sharp 298-7712	Mitzi Thomas 299-4797	Velida Palmer...299-2785
John Benzinger.... 298-0415	Stan Bugh 298-1599	Jim Thompson...298-2220
Tom Sanderson.... 298-8594	Stephanie Royo.... 298-9259	Al Ratti.....298-4298

Thank you for your cooperation.

Nate Sharp
Chairman, WHA Board of Directors
Cc: WHA Board of Directors
WHA Architectural Committee

WOODFIELD HOMEOWNERS ASSOCIATION (WHA) REQUEST FOR APPROVAL TO RE-ROOF

To: WHA Architectural Committee

Date: _____

From: Resident's Name _____ Phone: _____

Address _____

1. Re-roofing material planned to be used:

- a. Wood: (The minimum is No. 1 ½ or ¾ inch thickness and 24 inches long with 10 inches exposure or ¾ inch thickness and 18 inches long with 7 ½ to 8 inches exposure).

i. Grade: _____

ii. Length of Shingles: _____

iii. Thickness of Shingle: _____

iv. Exposure: _____

b. Composition Shingles:

i. Manufacturer: _____

ii. Product Name: _____

iii. Design: _____

iv. Color: _____

v. Warranted Life: _____

2. Composition Shingle Installation Standards: (Please initial the box after each standard to signify compliance with the following specifications.)

- a. OSB 7/16 inch decking with adequate spacing all around. Allow provision on the wood cross strip to abut and nail the next OSB panel going up the roof. []
- b. 30 pound felt. []
- c. Either hand nail (recommended) or staple wood decking using 1 ½ inch staples. Hand nail felt and either hand nail (recommended) or coil nail shingles. []
- d. Stand pipes, vent stacks, chimney flashing and other pipes and flashings painted "weathered wood". []
- e. Ventilation included to properly vent attic. []
- f. Metal valley channels with baked on enamel to match "weathered wood" color. []
- g. Drip edge metal strips used and match "weathered wood" color. (Keeps water from running in under shingles.) []
- h. Complete tear off of old roof. []

3. Wood shingle installation standards: (Please initial the box after each standard to signify compliance with the following specifications.)
- a. Hand nail all. No staples. []
 - b. 30 pound felt. []
 - c. Metal valley channels with baked on enamel to match “weathered wood” color. []
 - d. Stand pipes, vent stacks, chimney flashings and other pipes and flashings must be painted to match “weathered wood” color. []
 - e. Spacing to follow industry standards. []
 - f. A complete tear-off of old roof. []

4. Contractor to be used: _____

a. Address: _____

b. Telephone: _____

5. Include a copy of Contractor’s Bid Proposal. This information will be treated confidentially.

6. Dates re-roofing is estimated to begin _____ to be completed _____.

7. I certify that I/We have fully complied with “Woodfield Homeowners Association (WHA) Procedures for Roof Replacement in Woodfield Subdivision” to obtain the WHA Architectural Committee’s Approval.

_____ Date: _____

Resident’s Signature

Co-Signer

8. As contractor for _____ I certify that I will install the new roof in accordance with the above roofing material and installation standards.

Signature: _____ Date: _____

9. This confirms that all requirements for approval for Re-roofing have been completed.

_____ Date: _____

Signature of member of Architectural Committee

WOODFIELD HOMEOWNERS ASSOCIATION (WHA)

**APPROVED LISTING OF MANUFACTURERS
PRODUCING COMPOSITION ROOF MATERIAL**

Similar to Tamko Heritage 30 year Weathered Wood Color and
Laminated/Shake Design

AS A MINIMUM STANDARD THE FOLLOWING ARE APPROVED

<u>Manufacturer</u>	<u>Product Name</u>	<u>Color</u>	<u>30 Year or better</u>	<u>Laminated Shake-like Appearance</u>
Tamko	Heritage	Weathered Wood	30 & 40 Year	YES
ELK	Prestique	Weathered Wood	30 & 40 Year	YES
Certainteed	Landmark	Weathered Wood	30 & 40 Year	YES
Malarkey	Legacy	Weathered Wood	35 Year	YES

WOODFIELD HOMEOWNERS ASSOCIATION (WHA) LIST OF HELPFUL HINTS AND SUGGESTIONS FOR RESIDENTS WHEN RE-ROOFING

1. WHA's Architectural Committee can furnish the names of roofing contractors for consideration.
2. Be sure and check out the selected roofing contractor with the Better Business Bureau.
3. Ask for and check out references of the roofing contractor.
4. Be sure you have a contract with the roofing contractor signed before any work starts. Be sure Woodfield mandated re-roofing standards are included.
5. Require certifications of insurance from the roofing contractor evidencing worker's compensation, general liability and automobile liability insurance. Your insurance agent can review these for you.
6. If you have an attic, be sure to spread visqueen in the attic to catch the debris when the old roof is torn off.
7. Proper roof ventilation can lower cooling costs by 20% and prolong roof life by 25%.
8. Make sure contractor's contract specifies a complete clean up of yard and protection of shrubs, air conditioning equipment, etc. near house.
9. Be sure the contractor includes a payment schedule (i.e. no down payment, partial payment when shingling material is delivered to home, and remaining balance when job is completed satisfactorily).
10. Contractor should give full release to homeowner for all labor and materials and preferably furnish evidence of his payment so no liens can be filed against job/house.
11. Include start and completion dates in roofing contract.