

CALIFORNIA GARDENS HOMEOWNERS ASSOCIATION

WINDOW/DOOR SPECIFICATIONS & GUIDELINES

These specifications and guidelines are intended for owners' use when installing new windows and sliding glass doors in their units.

1. Windows and sliding doors must be vinyl and dual-paned. Owner may select windows/doors from any manufacturer as long as the specifications are met.
2. "Nail-on" or "complete replacement" windows are the specified installation type. Complete replacements will require that stucco and/or siding/trim be affected for proper installation. The approved technique will require the removal of the entire frame of the existing window/door. Then the opening is reframed specifically for the new window/door. This process also includes new protective flashing, a key element that ensures the windows/doors are as water tight as possible. Retrofit windows/doors are not permitted.
3. "Retrofit" (frame overlay) windows are not allowed due to their tendency to leak over time, as well as the confusion created regarding responsibility between unit owner and the Association when trim must be serviced or repaired.
4. Windows/doors must be the same size as current openings. There may be no alteration of the existing openings. Owners will be responsible for any damage to the stucco/siding trim resulting from the installation method, as well as any painting that may be necessary. All repairs and repainting must be completed within ten (10) days of installation except in the case where stucco is affected; in which case, painting must be completed within thirty (30) days of installation. Contact the Association for the required paint specifications.
5. Exterior of windows/doors must be white vinyl only.
6. Only sliding windows/doors may be installed. Changing to single hung, double hung, or another style of window is not allowed.
7. Low E rating windows/doors are recommended.
8. Tinted windows/doors may not be installed.
9. Divided light grids in windows/doors are not permitted.
10. All exterior windows/doors of living unit must be replaced at the same time. Replacement of individual window(s) is not allowed.
11. The Association specifies that only licensed, bonded and insured contractors install new windows and doors to ensure that proper long term waterproofing integrity is maintained around windows/doors.

Owner Checklist

- Owner must submit an Application for Architectural Alteration Review and Approval to the management before starting any work.
- Owner must sign and notarize "Indemnification/Hold Harmless Agreement" that is part of the Architectural Alteration Review and Approval form prior to installation of new windows/doors.
- If Architectural Application is approved, notarized "Indemnification/Hold Harmless Agreement" will be filed at the County Recorder's office at owner's expense, and will be binding on all successors in interest to said unit. This shall be a disclosure item to any prospective buyer.
- Owner must contact the City of Walnut Creek Building Department to determine if a building permit is required. If a permit is required a copy of the permit is to be submitted to the Association for placement in the unit file.
- Owner must sign below to acknowledge receipt and understanding of these "Window/Door Specifications & Guidelines." Please send signed original to management. It's recommended that you keep a copy of these specifications and guidelines for your reference.

Signed _____ Printed Name _____ Date _____ Unit# _____