

# UNIT WINDOW/SLIDING DOOR REPLACEMENT REQUIREMENTS

## WINDOWS

- \* A brown anodized crank open type is the approved window.
- \* Window glass needs to be "clear" or "non-tinted" type and cannot have "grids or "external grills" over the glass.

## SLIDING DOORS

- \* A brown anodized framed sliding style door is the approved patio/enclosed deck door.
- \* The door's glass must be "clear" or "non-tinted" and cannot have "grids or "external grills" over the glass.

## INSTALLATION

- \* All gaps between the window and wall studs should be properly insulated and sealed from moisture.
- \* All exterior trim work must be completed to match the existing trim and color.
- \* All work must be done in a professional workman like manner and the exterior common area shall be cleaned up daily. Any construction material shall be hauled off-site and disposed of properly. **The on-site dumpster shall not be used for construction debris.**
- \* The Owner shall supply the Association with the name of the contractor performing the work.
- \* The Owner needs to complete the request form and submit it to the Association prior to starting the project.
- \* It is the Owner's responsibility to insure the contractor has adequate coverage of workers' compensation and general liability insurance.
- \* It is the Owner's responsibility to insure all required municipal, state and federal permits shall be obtained prior to commencement of construction (if applicable).
- \* It is the Owner's responsibility to insure all federal, state and municipal codes are met.
- \* Failure to adhere to the specifications and requirements contained in this document may result in Association intervention, at the unit owner's cost, to complete the project following the requirements outlined above, or a fine, or both.

Board Reviewed: Date \_\_\_\_\_ Board Approved: Date \_\_\_\_\_

Board Member Signature: \_\_\_\_\_

# Elderberry Park Condominiums

## Window/Patio Door Replacement Request

Homeowner's Name \_\_\_\_\_ Date \_\_\_\_\_

Physical Address: \_\_\_\_\_ Home Phone \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Day Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_

I have read the "Window/Patio Door Replacement Requirements" and agree to abide by them. \_\_\_\_\_  
(signature required)

I am requesting to replace the following:

\_\_\_\_\_ Windows in my Unit \_\_\_\_\_ The Patio Door in my Unit

My Contractor is:

Contractors Name: \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Request Approved (Must be approved prior to work beginning)

\_\_\_\_\_ Request Denied

**Note:** Please be advised that the Municipality of Anchorage has independent authority to enforce building codes and may require a building permit to be issued. The homeowner is responsible for presenting their design to the MOA Building Safety Division, for their approval prior to construction as required.

\_\_\_\_\_  
Comments and Conditions:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approval Signature) \_\_\_\_\_

Date of Approval/Disapproval: \_\_\_\_\_

Date Returned to Homeowner: \_\_\_\_\_

Condos retain original of this document. A copy will be returned to the homeowner for their records. Please allow up to 30 days for committee review and approval.