


WATERCHASE

Roofing

Form and Checklist

Name	
Address	
Village	
Date	

Type of Modification

Select One of the Three Categories:

- Replacement of Existing Roof
- Expanding Roof – Room Addition – Match Existing Roof
- 100% New Roof – Room Addition and Existing Structure

Location and Placement and Application Submittals:

- Attach Photograph(s) from different views of existing roof
- Attach Site Plan (only required for Room Addition)
- Attach Elevation Plan (only required for Room Addition)

Product Specifications and Application Submittals:

- Attach Manufacturer Brochure, Literature, Photograph
- Attach Finish Color Sample/Chip or brochure with color noted
Note: White and brightly colored roofs are not permitted
- Specify Roof Material to be installed, per Design Review Manual (DRM) approved material list below (check box to indicate selection)

Check Box:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Village:	Baleares	Ashton	Savona	Aberdeen, Astoria	Alicante	Mar Azul
Typical Lot Width	45'	50'	60'	70'	80'	90'
<input type="checkbox"/> Dimensional Fiberglass Asphalt Shingle		●		●		
<input type="checkbox"/> Flat Tile <i>[with integral color only]</i>	●		●		●	●
<input type="checkbox"/> Barrel Tile <i>[with integral color only]</i>	●		●		●	●
<input type="checkbox"/> "S" Tile <i>[with integral color only]</i>	●		●		●	●
<input type="checkbox"/> Roll Tile <i>[with integral color only]</i>	●		●		●	●

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DRM Checklist References: 4.6		

If Building Addition – Complete This Section**Minimum Pitch:**

- Confirm: Except for flared eaves, the minimum pitch will be 5 on 12 for primary roof structures.
- Select if this applies to your modification – For secondary elements, the minimum pitch may be lower with the written approval of the DRC as long as such elements are used on a limited basis and are considered essential to the overall architectural character of the home.
State Variance requested _____
- Confirm: Maximum slope for primary roof structures is 7 on 12.
- Select if variance is requested to be considered by the DRC.
State Variance requested: _____
- Select if applies to your modification – A flat roof with a parapet or a flat roof with an entablature is proposed, provided the feature is part of an integral design element such as an entry portico, a covered porch, or a second floor balcony extending over a porch or living space below. Visor roofs or roof extensions may be used above windows and balconies. Eave brackets should be included, if appropriate.
- Select one of the following permitted roof styles – subject to overall design approval:
- Gable (with or without flared eaves)
 - Hip (with or without flared eaves)
 - Jerkin
 - Conical, hexagonal, octagonal and pyramidal (limited applications)
 - Visor (limited applications)
 - Flat with parapets and/or entablatures (limited applications)
 - Other – Subject to DRC Approval –
Specify: _____

Eaves

- Confirm: The use of boxed eaves with brackets or raked eave with exposed rafters are permitted where appropriate.

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If Building Addition – Complete This Section (continuation)**Dormers**

Select one of the following permitted styles – if Dormers are included in your design:

- Gable dormer
- Hip dormer
- Flat arch dormer
- Eyebrow dormer
- Wall dormer
- Shed dormer

Cupolas – Select if applies to your modification:

Confirm: Cupolas with glass panes or louvered vents are permitted with approval of design elements by the DRC.

Roof Elaborations – Select if applies to your modification:

Confirm: Sphere, pendant and spear point finials must be in keeping with the architectural theme of a home and will be considered on their own merits by the DRC.

Plumbing and Vent Stacks – Select if applies to your modification:

Confirm: Unless building codes require otherwise, all exposed plumbing and vent stacks shall be limited to 12” and installed on slopes not visible from the street or side yard of Corner Lots. All plumbing and vent stacks shall be painted to blend with the roof color, except for copper which may remain unfinished.

Ridge Vents – Select one of the following two categories - if applies to your modification:

Select if your roof is fiberglass asphalt shingles - Confirm: Concealed ridge vents are permitted on roofs with dimensional fiberglass asphalt shingles.

Select if your roof is tile - Confirm: Ridge vents for tile roofs may be exposed or concealed, but must be located off the ridge and not visible from the street or side yard of Corner Lots. If ridge vents are required by building codes to be located on the roof slope visible to the street or side yard of Corner Lots, then any such vents must be concealed. Any exposed ridge vents must be painted to blend with the roof color, except for copper which may remain unfinished.

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If Building Addition – Complete This Section (continuation)

Valleys and Flashing – Select if applies to your modification:

- Confirm: All valleys shall be galvanized steel or copper. Readily visible valleys and flashing shall be painted to match surrounding surfaces, except for copper, which may remain unfinished.
- Select if your roof is fiberglass asphalt shingles – All valleys on roofs with dimensional fiberglass asphalt shingles must be “closed”.

Skylights – Select if applies to your modification:

- Confirm: Skylights may be installed on rear slopes only and not visible from street or side yard of Corner Lots. Reflective glazing is not permitted.

Fascias

- Confirm: Fascias shall be a minimum of 6” on all elevations. The materials below are permitted and other types will be considered on their own merit by the DRC.

Select One:

- Wood
- Fiber-cement
- Painted aluminum
- Prime trim
- Other – Subject to DRC Approval –

Specify: _____

Soffits - The materials listed below are permitted for soffits. Other types will be considered on their own merit by the DRC.

Select One:

- Painted aluminum
- Fiber-cement
- Other – Subject to DRC Approval –

Specify: _____

Gutters and Downspouts

- Attach separate Checklist – Gutters

~~ End of Building Addition Criteria ~~

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Permit:

If a Permit is required by the City, County or State, it is incumbent upon the Home Owner to ensure that a Permit is issued and shall provide the Property Manager a copy of the Permit with Notice of Completion.

Will your modification require a Permit?

- No
- Yes

Work Performance:

Please indicate who will be performing the work:

- Self without Contractor
- Single Contractor
- Multiple Contractors (Provide separate attachment for other contractors)

Must Select if Contractor Personnel will perform work:

- Confirm: Contractor personnel have been advised and must adhere to the Waterchase Construction Site Standards, outlined in the Design Review Manual.

Contractor (Primary) Information:

Contractor Company Name _____

Representative Name _____

Address: _____

Phone Number: _____

- Attach Copy of License(s)

Attach Copy of Insurance Certificates –

- Certificate of Liability
- Declaration Workmen’s Compensation

Notice of Completion Checklist:

Within 30 days of completion, it is the responsibility of the Home Owner to complete and provide the Property Manager a “Notice of Completion” checklist and required attachments to facilitate a final inspection. Required submittals include as-built photograph(s), as-built drawings (if room addition), Permit and/or Certificate of Occupancy (if required by the local authority).

- Check here that Home Owner agrees to submit a Notice of Completion as required.

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Home Owner Comments:

Check box if continued on additional page(s)

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