

**Pueblo Los Cerros**  
**Form # 3 Homeowner's Request for Roofing Project**

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address/Unit Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Proposed Date of Installation:** \_\_\_\_\_

**Type of Roofing Project:**

(  ) Tar & Gravel      (  ) PVC      (  ) TPO: Grey or Stucco color, only, see below  
(  ) Spray Polyurethane Foam SPF      (  ) Silicone Roof Coating  
(  ) Modified Bitumin      (  ) Other \_\_\_\_\_

**Please attach the following:**

**Color & Material:** If PVC, TPO, silicone, or modified bitumen, enclose a sample.

**Installation:** A description from the contractor stating the materials and the technique to be used including how the material will attach to the canales and parapets. **TPO:** color choice is limited to Gray (similar to the existing roof gravel color) or PLC La Luz Stucco ONLY.

TPO and PVC come in rolls that, when installed, are overlapped on a thin foam board and sealed with a heat asphalt or adhesive weld. The material is rolled to the top of the parapet and/or fastened with caulking. If the contractor intends to extend the roofing material and attachments more than halfway across the horizontal portion of the parapets, the contractor must ensure these materials and attachments match the exterior stucco color as closely as possible, by painting to match if necessary. Any metal will be painted in the allowable colors specified in 7.3.1. (Painting, Staining, and Caulking). Alternatively, you may submit your contractor's detailed proposal.

1. License: Contractor's proof of current GS-21, G-2, or a GB-98 license.
2. Bond & Insurance: Contractor's proof of bond and minimum of \$500,000 in property damage and general liability insurance as well as workers' compensation insurance.

**Other Requirements:**

1. If skylights need to be raised, the contractor should state how many inches there will be from the roof to the top of the skylight and how many inches this is above the current skylight.
2. If the flashing is applied (as in tar & gravel), it must stop at least two (2) inches below the top of the parapet. The top line of the flashing must be a straight line 3 inches above the roof.
3. The installer must take care to seal around chimneys and canals so the connections and sealants used are unobtrusive and not seen from the common area.

The following requires documents are included in the request:

( ) Color Sample  
( ) Contractor's Proof of Insurance and Bond  
( ) Contractor's scope of work

**Homeowners Signature:** \_\_\_\_\_

<b>ACC Action</b>	<b>Board Action</b>
Date of meeting: _____ Recommendation/Date: _____  Signature/Date: _____ Project Review/Date: _____ ( ) OK ( ) Not OK, action: _____	Date of Meeting: _____ Decision/Date: _____  Owner Notified date: _____ Notes: _____