

Architectural Control Committee (ACC) Specifications

Specification 31-A APPLICATION TO PURCHASE A STEEL ROLLUP GARAGE DOOR September 27, 2019

GENERAL

This document describes the process for the purchase of a Steel Rollup Garage Door.

1. All questions concerning what is and what is not covered by this document shall be directed to the Architectural Control Committee (ACC).
2. Any changes or deviations must be authorized by the ACC.

PURPOSE

1. The first purpose of this document is to control appearance, to make sure that each door, whether purchased now from one supplier or in the future from another, appears to be as nearly identical to the adjacent door as possible, including but not limited to the number of panels, number and shape of panel patterns, color, and placement of hardware.
2. The second purpose is to control function, to make sure that each door may be raised and lowered manually by a senior resident.
3. The third purpose is to control fit, to make sure each door may be placed in the existing garage door frames within certain tolerances for width and height.

PROCEDURE

1. Step One: Contact the Contractor (refer to the Application for contact information) to schedule an appointment to have the Contractor inspect the door opening (jams and header) and measure the door.
2. The Contractor will inspect the door opening and decide if there is a need for repairs. He will complete the Door Opening Inspection Report. If there is a need for normal or reasonable repairs, these must be completed before a new door can be installed. There will be no expense to the homeowner. If there are extensive and/or expensive repairs the homeowner can decide to pay for the repairs or wait until the repairs are done according to the Garage Door repair schedule.
 - Please Note: All garage doors will be measured for width. The garages in Phases 3,4,5, and 11 already have been inspected for damage. All other garage doors must be inspected for damage to determine if repairs need to be made to the Door Jams and/or Header. New garage door requests for Phases 1 and 2 will be delayed until woodwork is done.
3. The Contractor will measure the garage door and make a quick inspection of the garage. The measurements will be customized to your garage opening. An Application to Purchase a Steel Rollup Garage Door must be completed and signed by the Owner and the Contractor agreeing to the work that must be done and the cost for the work.
4. Step Two: The owner needs to bring the completed Application to Purchase a Steel Rollup Garage Door to the Management Office along with a Check Payable to Huntington Landmark Senior Adult Community Association (HLSAC).
5. Once the check is received, the Management Office will make any necessary repairs and then contact the Contractor to proceed with ordering a new door to be manufactured for the owner. In the initial phase of the Replacement Door Project it will take approximately three (3) weeks before the door is available for installation. Once the Project is underway, it will take a little more than a week.
6. When the door becomes available for installation, the Contractor will contact the owner to schedule a time and date for the installation.
7. Step Three: The owner and Contractor will complete a Notice of Completion after the door is installed. The Contractor will submit the Notice of Completion to the Management Office the day of the completed installation. The project will then be inspected, and the project file closed.

SECURITY

1. By signing an Application to Purchase a Steel Rollup Garage Door with the HL Association, the owner has agreed to relocate the owner's personal property in the garage, if any, to a safe location before work begins.
2. The Contractor, Management company, and Association contractor do not assume responsibility or liability for the homeowner's garage possessions.

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JANUARY 23, 2013

GARAGE DOOR OPENING INSPECTION REPORT

The Door Jams and Headers in Phases 3, 4, 5 & 11 do not need an inspection for damages, but they will be measured for width.

To: Huntington Landmark Senior Adult Community (HLSAC) Association

From:

Owner:	Unit #:	Garage Bldg.:	Garage #:
Phone:	Email Address:		

I would like to have my garage door inspected so I can apply to purchase a Steel Rollup Garage Door.

I understand that there will be no costs for the Inspection and the Repairs. I also understand that if there are extensive and/or expensive repairs, the work will be delayed until our Phase is scheduled for woodwork. I understand that I can pay for these repairs in order to purchase a Steel Rollup Garage Door.

I also understand that if my garage door opening is greater than the standard 9 feet (8 feet in Phase 1), additional lumber will need to be added to each side to ensure that a standard door can be fit in the opening, resulting in an opening a few inches smaller than I presently have. Otherwise, I would need to custom order a door which would be much more expensive and take additional time in the ordering process. I understand that the HLSAC and the Contractor will be responsible for installation and the HLSAC will be responsible for payment of this special modification to the garage door opening.

Owner Signature:	Date:
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FOR OFFICE USE ONLY

Inspection Date:	
Garage Door Opening Measurement:	Modification Needed:
Reasonable Repairs Required?:	Initials:
Date Reasonable Repairs Completed:	
Extensive/Expensive Repairs Required?:	Repairs Paid by Owner?:

THIS SECTION TO BE COMPLETED BY THE HOMEOWNER

From:

Owner's Printed Name:	Unit #:
Phone #:	Email:
Garage Bldg. #:	Garage #:

DOOR OPENING INSPECTION REPORT - THIS SECTION TO BE COMPLETED BY THE CONTRACTOR

Inspection Date:	Repairs Needed? Y/N	Reasonable	Extensive
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September 27, 2019

THIS SECTION TO BE COMPLETED BY THE CONTRACTOR WITH HOMEOWNER

Please Check	Description	Costs
	I would like to purchase Steel Rollup Garage Door (___ ' X ___ ') installed with Vault Release, T-Handle (___ active or ___ non-active), Metal Tracks, Torsion Spring, and Weather Stripping.	
	Reconnect the new door with my current electric opener.	\$0.00
	I would like to purchase a new Operator (opener) with two (2) remote controls.	
	I would like to purchase a wireless opener (keypad) attached to the outside wall.	
	Other	
	Total	

Owner Signature:	Date:
Contractor: SAM'S GARAGE DOOR or LUXOR GARAGE DOOR (circle one)	
Contractor Signature:	
Contractor Address:	

When this document is completed and signed by the Owner and Contractor, the owner needs to take this document to the Management Office along with a Check Payable to Huntington Landmark for the Total Amount indicated above. By signing this document, the Owner and Contractor agree to the work that must be done and the cost for the work. In addition, the homeowner understands that the new garage door will be owned by the Huntington Landmark Association.

THIS SECTION TO BE COMPLETED BY THE MANAGEMENT OFFICE

Check Received for New Door: \$ Amt: _____ Date: _____ Initials: _____
 Repairs completed, garage is ready for replacement door: Date: _____ Initials: _____
 Application faxed to Contractor: Date: _____ Initials: _____