



WESTCHESTER PROPERTY MANAGEMENT GROUP, INC. AMERICAN PROPERTY MANAGEMENT GROUP, INC.

- WESTCHESTER PROPERTY MANAGEMENT GROUP, INC.
 AMERICAN PROPERTY MANAGEMENT GROUP, INC. • CONNECTICUT DIVISION

PROPERTY MANAGEMENT

FINANCIAL MANAGEMENT

TO: Hudson View Homeowners

FROM: Board of Managers

DATE: July 1, 2019

RE: Window/Patio/Front Door Replacements

Homeowners are free to use a licensed and insured contractor of their choice for the replacement of Windows, Patio Doors or Front Doors. Please keep in mind, you are **required** to follow Hudson View's by-laws regardless of contractor chosen. **You must submit and have approved an Architectural Review package prior to any work starting.**

The package should contain:

- A completed Architectural Review form which includes a description of your project, what is being replaced, its style and exterior color. You can find the form on our website (www.hudsonviewossining.com) under forms or contact Westchester Property Management (914) 686-9500 x 27.
- Copies of relevant documentation that depicts the styles of windows, patio door(s) and/or front door you have selected.
- Copy of the Sales Contract. It is important that it include removing old windows and/or doors off the property, the proper sealing and/or flashing around windows and doors, and the removal of all construction debris off the property.
- Certificate of Liability Insurance naming Hudson View Community Association as a certificate holder and Hudson View Community Association and Westchester Property Management as additional insureds.
- Physical color samples (photos can distort the actual color). Please keep in mind that the Board will approve the best exterior color that is consistent with our property. Below are the colors by contractor that have already been approved.

TARRYTOWN CORPORATE CENTER
520 WHITE PLAINS ROAD, SUITE 450 • TARRYTOWN, NY 10591
(914) 686-9500 • FAX (914) 686-3391
Member C.C.A.C., A.O.A.C., A.C.M.A.
www.wpmginc.com



Contractor/Vendor	Window/Patio Door Exterior Color	Front Door Exterior Color
Franzoso	Earhtone	Rustic Brown
ThermoSeal	Harvey Bronze	Bronze
Westchester Window	Cocoa	
Andersen	Terratone	

A sample of the Architectural Review Package is attached for your reference as well as tips for the installation of your windows and/or sliding doors.

Any questions, please contact Westchester Property Management at (914) 686-9500 x 27. Helpful information about our community can be found at our website www.hudsonviewossining.com.

If you have a questions for the board you can email us at hvcondoboard@gmail.com.

TIPS FOR THE INSTALLATION OF WINDOWS AND SLIDING DOORS

- It is recommended that the exterior trim be removed. This not only facilitates the removal of the existing window and/or sliding door, it also sets the stage for a better installation of the new window and/or sliding door.
- Existing windows and/or sliding doors should be carefully removed so as not to damage the surrounding window/sliding door opening and siding.
- Window/sliding door glass should never be broken in order to remove them. This creates hazardous conditions in the common areas.
- New windows and/or sliding doors should be mounted flush with the existing plywood sheathing. (This is why the exterior window/sliding door trim should be removed.)
- Some condition may exist in the window/sliding door opening that precludes a flush mount with the plywood sheathing. If this is the case, the installer should make sure that the window and/or sliding door is uniformly recessed or protruding on all sides of the window/sliding door.
- It is recommended that the installer use the proper insulation to seal all cavities around the new window or sliding door.
- The exterior trim should be re-installed.

NOTE: All construction debris (materials, old windows, sliding doors, front doors) should be removed from Hudson View property by the installer.

SAMPLE

APPLICATION FOR ARCHITECTURAL REVIEW
Hudson View Condominium
(Please type or print clearly)

Date Today's Date Home Phone # 914-xxx-xxxx Work Phone# 123-456-7890

I, (unit owner name), the owner of Unit/Address unit #; Steven Drive or Nicole Circle, Hereby make application for approval to perform the following work on this unit or grounds as follows:
STATE DESIRED UNIT CHANGES: (i.e., change to patio, variations to windows, modifications/additions to exterior of building, lighting, doors, numbers, decorative signs alarms, fences, etc.)

See attached contract/specs from contractor. Work being requested to be performed is as follows: replace # of windows; 1 sliding glass door and 1 entrance door as per attached. Color - (approved color name for windows and doors). All debris will be removed by contractor from the property.

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To avoid any delay in the processing of this application, please be sure to attach a complete copy of plans and specifications. Send only a copy as it will not be returned to you.

I understand that if this request is approved, all perpetual care is the Homeowner's responsibility. When the unit is sold, either the new homeowner will accept the responsibility of perpetual care or the approved modification will be returned to the original condition at the Homeowner's cost.

In the event that the contents of this request are not implemented as described, the homeowner will be assessed a fine of \$25.00 per violation, understanding that each day a violation continues after notice, it shall be considered a separate violation and the modifications must be returned to the original condition at the homeowner's expense.

I am not delinquent in common charges nor in violation of any of the provisions of the Hudson View Homeowners Association Offering Plan and/or By-Laws.

Unit owner's signature
(Signature of Homeowner)

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YOUR REQUEST FOR APPROVAL HAS BEEN APPROVED WITH THE FOLLOWING CONDITIONS:

YOUR REQUEST FOR APPROVAL HAS BEEN DENIED FOR THE FOLLOWING REASONS:

THE FOLLOWING ADDITIONAL INFORMATION NEEDS TO BE SUBMITTED TO REEVALUATE APPLICATION:

FOR THE BOARD OF DIRECTORS: _____ DATE: _____

Windows / Entry Door:

SAMPLE SPECS/CONTRACT

- o Inspect, remove and replace any rotten wood where necessary. Note: Owner to be advised prior to any additional expense.
- o Caulk interior side of stop molding with high grade interior latex sealer.
- o Supply and install: Sunrise Vanguard pinch-fusion welded virgin extruded vinyl windows featuring UltraCore polyurethane insulated main frames with triple weather stripping.
- o Flush-mounted locks, recessed and pick resistant and night latches for venting control.
- o Laminated noise reduction glass.
- o Style: 5 Two lite sliders (the number of windows you are replacing)
- o Interior Color: White Exterior Color: Earth tone
- o Glass System: VG-Plus ("Ultra-U") 8-layer Low-E hi performance energy glass pack with high density Argon gas fill and superior GlassGuard spacer system.
- o Glass Energy Package: Low E.
- o Screens Half, OPTI-VIEW
- o Shim to align, fasten and insulate with low impact spray foam to fill any air cavities around perimeter of window openings.
- o Caulk exterior with Solar Seal700 weather resistant sealer.
- o Frames and Glass of windows to be cleaned by installer.
- o OTHERS responsible for any paint / stain as applicable.
- o Proper disposal of debris; complete site restoration, including removal of all debris from property

Entry Door

- o Install (1) ProVia Entry Door system.
- o 20 gauge smooth steel; Style: #006

- o Color: White interior ; Rustic Bronze exterior
- o Peepsite
- o Handle set: Interior: Georgian; Addison Exterior: Rustic Bronze

Price:

Sliding Patio Door:

- o Supply and install Sunrise Vanguard series
- o Interior: White ; Exterior: Earthtone
- o VG Plus glass : Laminated sound resistant glass
- o (OX) Handleset oil rubbed bronze
- o door slides to right from inside.
- o Proper disposal of debris; complete site restoration.

Price: