

SCOTTSDALE SHADOWS

PROJECT AND CONTRACTOR REGISTRATION FORM

BALCONY AND UNIT WINDOW ADDENDUM

1. Introduction

Owners must obtain approval by the Association Board of Directors if the Owner wants to enclose the balcony with windows or replace existing windows in their Unit.

2. Unit Windows

Unit Windows must match current architectural design and improve energy efficiency of Units. Windows must meet the following criteria:

- a. The window frame must be aluminum or vinyl framed to be similar to the building color. Window casing and rails must be similar in size to original building windows.
- b. Glazing must be Low-E (low-emissivity) glass which minimizes the amount of infrared and ultraviolet and has a microscopically thin coating that is transparent and reflects heat.
- c. Windows should have the following minimum ratings:
 - Solar Heat Gain Coefficient .25 or lower rating.
 - Visible Light Transmission should be .50 or higher rating.
 - U-Factor should be .32 or lower rating.
- d. Windows must be double paned, and argon filled.
- e. Bug screen panel must be either black or a color to match the building stucco. **Solar screens are not acceptable.**
- f. Windows must fit existing window openings without alterations to the block wall.
- g. Windows must comply with the City of Scottsdale building codes.

3. Balcony Enclosures

To standardize the enclosure to match current architectural design, improve energy efficiency of Units, and provide a safe enclosure for our community, balcony enclosures must meet the following criteria for balconies or patios on all building floors:

- a. The window frame must be aluminum or vinyl framed to be similar to the building color. Window casing and rails must be similar in size to original building windows.

- b. Windows below the balcony railing must be made from tempered glass for safety reasons.
- c. Glazing must be Low-E (low-emissivity) glass which minimizes the amount of infrared and ultraviolet and has a microscopically thin coating that is transparent and reflects heat.
- d. Windows should have the following minimum ratings.
 - Solar Heat Gain Coefficient .25 or lower rating.
 - Visible Light Transmission should be .50 or higher rating.
 - U-Factor should be .32 or lower rating.
- e. Windows must be double paned, and argon filled.
- f. Bug screen panel must be either black or a color to match the building stucco. **Solar screen is not acceptable.**
- g. Windows must fit existing balcony openings without alterations to the block wall or balcony railing.
- h. Only windows can be installed above and below the balcony rail. Sheet rock or other material may not be installed on the balcony or patio.
- i. Windows must comply with the City of Scottsdale building codes.
- j. A patio door must remain between the balcony or patio and the unit interior. Replacement doors must fill the existing patio door opening.

4. Approval and Verification Procedures

- a. Owners must submit their proposal to the RCI Maintenance Office and receive written approval from the Association Board of Directors before commencing work. It must include the specifications for the windows and screens and an applicable City of Scottsdale permit.
- b. Once approved, the owner is responsible for verifying, to the Board's satisfaction, that the proposed balcony/patio enclosure meets or exceeds both standards as installed. After installation, please submit photos as follows:
 - i. A single photo of the enclosure, showing the windows or panel system installed.
 - ii. A photo of the enclosure from the outside of the building.

- iii. If not already clear from the above photos, a “big picture” photo showing that the Unit in which the enclosure resides is the owner’s Scottsdale Shadow’s condominium.

5. Non-Compliance

If non-complaint, the Unit Owner will be required to take immediate action to meet the balcony enclosure standards and will have two (2) business days to demonstrate compliance by photographic or physical evidence (a purchase invoice alone is not acceptable).

Fees will be assessed to the non-compliant Owner in accordance with the Schedule of Monetary Penalties approved by the Board of Directors.

BALCONY ENCLOSURE AND UNIT WINDOW REGISTRATION FORM

Owner and Contractor understand and agree that liability for damage to RCI or Association Property (Common Areas/Common Elements) caused by a contractor, owner or their respective agents shall be the sole and joint responsibility of the Owner and Contractor. An Owner doing work in their unit is considered a Contractor.

BUILDING: _____ UNIT: _____ ASSOCIATION: _____

OWNER NAME: _____ OWNER PHONE: _____

CONTRACTOR NAME: _____

CONTRACTOR ADDRESS: _____

CONTRACTOR PHONE: _____

PROJECT MANAGER: _____ PROJECT MANAGER PHONE: _____

START DATE: _____ ANTICIPATED COMPLETION DATE: _____

BRIEF DESCRIPTION OF TYPE OF ENCLOSURE PROPOSED FOR APPROVAL;

Tempered Low E Glass on Bottom Windows Yes No

Specification Sheet Attached? Yes No

Aluminum or Vinyl Frame Yes No

Color _____

Bug Screen Color _____

This Addendum must be submitted along with the Project and Contractor Form.

The Owner's signature below acknowledges they have read, understand, and will comply with the requirements stated in this document.

OWNER SIGNATURE

OWNER SIGNATURE _____

PRINT NAME: _____ DATE: _____

Note: Owner to initial all pages and submit with Registration Form.

ASSOCIATION APPROVAL

APPROVED BY: _____

PRINT NAME: _____ DATE: _____

BOARD POSTION: _____