

THE IPSWICH CLUB HOMES HOMEOWNERS'
ASSOCIATION, INC.

ROOF POLICY

SPECIFICATIONS:

1. No repairs, cleaning or replacement can be done without a Work Authorization Form approved by the Association. Contractors will not be allowed through the Front Gate without this form completed and signed by the property manager.
2. Only a clear sealer or finish shall be used when cleaning and treating an existing roof. The appearance of the color may not be different.
3. For roof replacements, roofs shall be covered with 18" (#1 Perfection) sawn red cedar **shingle** (shakes are not allowed) with 5 ½ " exposure to the weather. No substitutes will be allowed. Fire treated shingles are recommended. All exposed flashing shall be copper or lead coated copper. Ridge caps shall be copper clad per existing examples. The thickness is 5 butts per 2 ¼". This makes a single shingle .45" or 7/16".
4. All efforts shall be made on attached dwellings to replace or clean both roofs at the same time.
5. It is to be clearly understood that the property owner is hereby notified of his/her/their responsibility for any and all damages to the property per a review of the Homeowners' Association Board of Directors.

CONTRACTOR REQUIREMENTS:

All contractors shall be subject to the following requirements:

1. All personnel entering Ipswich Club Homes, including all contractors and sub-contractors and their employees and delivery persons associated with them must comply with all security requirements of Ipswich Club Homes, including registration with security personnel.
2. All deliveries must be scheduled no earlier than 7:00 AM nor later than 6:00 PM.
3. Any storage requirements of contractors must be approved by the Design Review Commission or the property manager [REDACTED] prior to delivery.
4. There shall be no dumping of any refuse on the property. All contractors shall provide adequate dumpsters and portelets throughout the construction process. The homeowner shall be held responsible at all times and for any and all damages caused to roadways or other common areas occasioned by the contractors and others during the construction.
5. Prior to commencement of construction, any contractor, sub-contractor or other person or company engaging in construction on any lot shall deliver to the homeowner a Certificate of Insurance which confirms the existence of its public liability insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate as well as Workman's Comp. The Ipswich Club Homes Homeowners' Association must be an additional named insured with an insurance certificate sent to the property manager at the address below.
Any such contractors, sub-contractors and related parties shall defend, indemnify, and hold the Association and its manager and Design Review Commission harmless against any and all loss, costs, personal injury, property damage or other liability arising from their entry into

- the Ipswich Country Club or arising in connection with any activities being undertaken by said parties therein
6. Basic considerations to be followed by all contractors and sub-contractors:
 - a. No work to be done before 7:00 AM or after 6:00 PM Monday through Saturday. There are no work hours on Sundays and Holidays.
 - b. All workers to wear shirts.
 - c. No dogs (animals) owned by contractors allowed on the property.
 - d. No loud music (radios, etc.).
 - e. Speed limit is 27MPH at ALL times.
 - f. Basic courtesy to all residents and Club members is expected.
 - g. Whistling, cat-calls and offensive language will not be tolerated.

RECOMMENDATIONS:

These recommendations have been researched and presented by the Roof Committee.

1. Replacement Recommendations: Whenever possible, an ice/water barrier and cedar breather should be applied before they are fastened to extend the life of the shingles. Nails should be applied with two non-corrosive fasteners, preferably stainless steel.
2. Maintenance: Use experienced professionals for care and maintenance. Copper ridge caps and valley flashing can be effective to control moss, mold, mildew. Overhanging branches should be trimmed away from the roof, gutters and downspouts should be cleaned regularly. Cedar needs to breathe, regular inspections of louvers, ridge vents and soffit vents to assure that they are free from any blockage.
3. Treatment of Roofs: If you elect to have a topical treatment, use an approved product specifically for cedar shingles. It must be a clear preservative. Make certain the product used is water repellent, has a UV inhibitor, and/or EPA registered wood preservative. Avoid outrageous claims, such as a 10-15 year effective rate.
4. Power-washing: This is the most controversial issue in the care and maintenance industry. It is a fact that high pressure washing by inexperienced people will cause significant damage to any roof material. The Cedar Shake and Shingle Bureau* recommends having a job assessed on an individual basis for power washing taking into consideration age, condition of the roof, gallons sprayed per minute, fan tip size, distance spray nozzle is held from roof and pressure per square inch.

CONCLUSION:

A good thing about cedar is that it is possible to replace and repair parts of the roof without worrying that your replacement shingles are significantly different in composition from your originals. As cedar advances to its mature stage, it is natural to expect some pieces to require replacement. Individual repairs are possible, with prompt attention, protective repairs can extend the life of your investment.*

*The above recommendations were obtained from the Cedar Shake and Shingle Bureau.

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