

# **RAIN GUTTER GUIDELINES & REQUIREMENTS**

## **Broadmoor Park: Orange Park Community Association**

1. All rain gutters are typically constructed of treated metal material. The Committee will consider new materials.
2. All exposed surfaces are to be painted to match the structure to which they are attached.
3. All downspouts must be painted to match the structure to which they are attached.
4. The flow of water is to be directed in such a way that the water does not create erosion problems on owner's property, the property of neighbors, or the Association's property.
5. Submit a plan showing the location of the gutters and downspouts and the direction of the drainage.

# RAIN GUTTER REQUEST FORM

## BROADMOOR PARK: ORANGE PARK COMMUNITY ASSOCIATION

Name \_\_\_\_\_

Street \_\_\_\_\_ Home Plan:  1  2  3  4

Phone \_\_\_\_\_ Date \_\_\_\_\_

### GENERAL DIRECTIONS AND INFORMATION:

- Read the guidelines on the reverse side to make sure your request is consistent with current regulations and follows the process indicated. **Please indicate that you have seen and read the guidelines on the reverse side by signing your name here** \_\_\_\_\_
- Use a separate form for each request and each owner if both are making a request. Submit this completed form and all the required material or information to Cardinal Property Management, 1290 N. Hancock, # 103, Anaheim, CA 92807. Phone: 714-779-1300 Fax: 714-779-3400 E-mail: [contactus@cardinal-online.com](mailto:contactus@cardinal-online.com)
- Allow 30 days for your request to be reviewed by the Architectural Committee. Note that the submission date is considered the date that the completed form and all the required information and material are received by Cardinal Property Management. Homeowners will receive a letter from Cardinal verifying that their plans have been received and forwarded to the Committee. **No work is to be done prior to approval.** Work done prior to approval is subject to a fine.
- The Architectural Committee meets the third Thursday of the month. In order to have your request reviewed by the Architectural Committee that month, Cardinal must receive your request by the second Thursday.

### PLEASE PROVIDE THE FOLLOWING INFORMATION:

**Brochure:** Attach a brochure from the manufacturer.

**Plan:** Attach a sketch showing the location of gutters and downspouts.

**Material:** \_\_\_\_\_

**Color:** Downspout \_\_\_\_\_ Gutters \_\_\_\_\_

**Drainage:** Indicate the drainage of the downspout.

\_\_\_\_\_  
\_\_\_\_\_

**Contractor:** (For reference only) \_\_\_\_\_

(FOR ARCHITECTURAL COMMITTEE USE ONLY)

Approved  Not Approved  Conditional Approval  Insufficient Information  Prior Work

Comments \_\_\_\_\_

\_\_\_\_\_

Committee Signature \_\_\_\_\_ Date \_\_\_\_\_