

**Shadow Mountain Homeowners Association, Inc.  
P. O. Box 54006 Tulsa OK 74155-0006**

**October 4, 2013**

**IMPORTANT MESSAGE TO ALL SHADOW MOUNTAIN HOMEOWNERS**

Several years ago, your Board of Directors made a major change to the restriction of installing "wood/shake shingles" when a new roof covering was needed. The main reason for change was many insurance companies would no longer insure a home with wood roofs because of potential fire hazards. Homeowners expressed their desire to have an option...or variance....to the restriction. The Board appointed a cross section of homeowners and board members who then spent every Saturday for several months to come up with a replacement other than wood. We studied other associations' restrictive covenants and many products. Rather than list the products, the Guidelines provided a listing of minimum standards and criteria to insure quality, consistency in appearance, as well as fire and algae resistance. These guidelines have been reviewed and amended to stay current with new products and new standards in the industry.

**The present requirement is for asphalt shingles to have a lifetime warranty, algae resistance, a shingle appearance, A Fire rating, and a reasonable attractive color resembling wood.**

An explanation for the tight control of roofing material is self evident. Your SMHA Board of Directors' primary goal is to protect your most valuable asset...your home. **Without obtaining the necessary variance, the Building & Design Committee approval, the homeowner is open to costly removal of the shingle.** It is far better to inquire, seek necessary variance(s) and know you are in compliance than to deal with the after effects. There was an instance in the past where this happened and we wish to prevent reoccurrence. Roof coverings not meeting our minimum specifications and are of low quality can be seen in neighborhoods around Tulsa. The most glaring is algae stain. A low cost, low spec asphalt shingle has a very short product or installation warranty life.

Surprisingly, with all the notifications SMHA has made with reminders by e-mail, Newsletter, Neighborhood Directory, occasionally some homeowners have failed to consult the Association's Building and Design Committee before ordering products and in a few cases began installation.

Over the years we have accumulated a wealth of information to help you with roof replacement. We have produced guidelines, recommendations about where to go for help, and the traps awaiting an unsuspecting homeowner. Effective January 1, 2011, the State of Oklahoma enacted into law a requirement for all roofing contractors to be licensed. The reason was to protect citizens from poor workmanship, and in some instances, fraud in the roofing business. Prior to that, there had been literally no control over this industry. There are many good roofing contractors in Tulsa and, without making recommendations, we can provide a list of contractors that have good references. This could help you choose the best one.

TO OBTAIN A “REQUEST FOR VARIANCE” FOR A NEW ROOF:

1. Call or email any member of your SMHA Board of Directors, preferably the Chair of the Building & Design Committee, Steve Mueller. Tel. No. 918-488-8875 or email: [steve@shadowmountaintulsa.com](mailto:steve@shadowmountaintulsa.com).
2. We will give you the request form and supplementary material to aid in selecting a roofing contractor and a replacement roof/shingle.
3. During this initial contact, we can explain any questions you have concerning your choice of contractor or roofing material. We will research and attempt to answer any unanswered questions you have.
4. When you are satisfied and feel comfortable with the information provided, please notify your selected contractor with your Association’s minimum specifications for your new roof. ***This is a very important step.***

AFTER YOU HAVE COMPLETED THE REQUEST FORM (VARIANCE):

1. Give the completed Variance request form to any board member or the Building & Design Committee Chair, Steve Mueller.
2. Following review and approval, the B & D Committee will prepare three (3) notarized copies of the Variance. Two (2) copies for the homeowner, one of which is for your records and the other for filing with the Tulsa County Clerks office. The remaining copy will stay in the Association’s files.  
It is the responsibility of the homeowner to file this legal document.
3. After you receive your notarized copy of Variance Approval, you will then be authorized to begin your construction.
4. **This procedure must be accomplished before ANY new roofing material is added to your home. NOTE: This procedure pertains to sheds also. We have a different packet for small backyard sheds.**

**Names, telephone numbers, and E-mail addresses of your SMHA Board of Directors can be found on the page just inside the cover of your latest issue of your NEIGHBORHOOD DIRECTORY.**

Sincerely,

Steve Mueller, Chairman  
Building and Design Committee  
Board of Directors, SMHA