

# *Oak Brook Colony Condominium Association*

Oak Brook, Illinois

## **Exterior Door Replacement** **Exterior Modification Request instructions and Forms**

All changes or external additions require approval by the Board. The request for approval is made on an Exterior Modification Request Form. The form is attached. The Board will review applications when all required information is received. Work should not be started or contracted for until approved by the Board. Ongoing maintenance of any exterior changes are the responsibility of the homeowner.

Please note the following as it relates to exterior door replacement. **The new doors must maintain the same visual appearance in both style and color from the exterior of the unit as the existing.** **Storm doors and screens must match the requirements below. The integrity of the framing for all doors must be maintained.**

**Front and Rear (as applicable) entrance doors can be any manufacturer or installer** if the doors meet the requirements and an Exterior Modification Request is submitted and approved by the board.

### **Front Entrance Doors, Storm Doors and Hardware Requirements:**

#### **Front Entrance Doors**

- Should be 6-panel Steel Door, Classic Style, Right or Left Hand In-swing (to match existing),
- Approximately 79" H x 36" W (Contractor to verify), Jet Black Satin Exterior Finish, Double Bore.
- Hardware finish should be either brass, pewter, bronze or black.

#### **Front Storm Doors**

- Should be Full or 3/4 View Type, Steel or Aluminum
- Approximately 79" H x 36" W (Contractor to verify), Jet Black Finish, and match the Entrance Door Opening.
- Hardware finish should be either brass, pewter, bronze or black.

### **Rear (as applicable) Entrance Doors, Storm Doors and Hardware Requirements:**

#### **Rear Entrance Doors**

- Should be 6-panel Steel Door, Classic Style, Right or Left Hand In-swing (to match existing),
- Approximately 79" H x 31.5" W (Contractor to verify), Jet Black Satin Exterior Finish, Double Bore.
- Hardware finish should be either brass, pewter, bronze or black.

#### **Rear Storm Doors**

- Should be Full or 3/4 View Type, Steel or Aluminum,
- Approximately 79" H x 31.5" W (Contractor to verify), Jet Black Finish, and match the Entrance Door Opening.
- Hardware finish should be either brass, pewter, bronze or black.

**The following must be submitted for board approval.**

- A. Exterior Modification Request Application form (attached)
- B. Color picture and/or brochure of the proposed door(s)
- C. A picture showing the existing conditions
- D. A copy of your contractor's quote
- E. A copy of your contractor's certificate of general liability insurance naming Oak Brook Colony Condominium Association as an Additional Insured.

Please note contractor advertising signs may not be posted on the property at any time.

### **Submit completed applications to LMS:**

Lieberman Management Services,  
Resident Services Department,  
Phone: 847-459-0000, Fax: 847-459-3003, [service@lmsnet.com](mailto:service@lmsnet.com)

# Oak Brook Colony Condominium Association

Oak Brook, Illinois

## Exterior Modification Request

*No work can be started until this form is approved, signed and returned by the Board.*

When completed, forward EMR and required documents to:  Lieberman Management Services Resident Services Department Phone: 847-459-0000 Fax: 847-459-3003 <a href="mailto:service@lmsnet.com">service@lmsnet.com</a>	Unit Address: Click or tap here to enter text. Oak Brook, IL 60523
	Unit Owner: Click or tap here to enter text.
	Unit Owner Address (if different than unit): Click or tap here to enter text.
	Telephone: Click or tap here to enter text.
	Date: Click or tap to enter a date.

Type of Modification	<input type="checkbox"/> Windows & Patio doors	<input type="checkbox"/> Door/ Storm Door	<input type="checkbox"/> Patio	<input type="checkbox"/> Satellite Dish	<input type="checkbox"/> Landscape	<input type="checkbox"/> Other
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*\*Note: Doors and windows and patio doors must conform to Association standards. Dish installation must conform to Association rules. See accompanying requirements for all requests.*

### Scope of Work Requested

Items that will be Removed: <i>Click or tap here to enter text.</i>
Items that will be Replaced: <i>Click or tap here to enter text.</i>
New Items Added: <i>Click or tap here to enter text.</i>

### Materials:

Type: <i>Click or tap here to enter text.</i>
Color: <i>Click or tap here to enter text.</i>

*Unless specifically listed here, the cost of modifications will be at unit owner's expense.*

Items to be paid for by the Association:
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Exterior modification requests cannot be approved until all required documentation is provided. Please contact Resident Services at the number above if you need additional information. Maintenance of any items covered under this request will be the responsibility of the owner.

**Board Action:**  Approved /  Denied

\_\_\_\_\_  
Unitowner signature

\_\_\_\_\_  
President

\_\_\_\_\_  
Date