



Standard Policy for Exterior Door Replacement

As outlined in the *Chart of Maintenance Responsibilities*, all unit exterior doors and door openings are the responsibility of the homeowner. The Association reserves the right to correct or replace improper or incorrectly installed doors at the unit owner's expense. Unit owners are responsible for maintaining the existing historic trim details and for all damages to the unit and/or common elements resulting from improper or incorrect installation. Unit owner requirements for door replacements are as follows:

1. A replacement door should visually be of the same style and dimensions as the existing door.
2. The historic details of the existing doorframe, especially the rounded detail framing the existing opening, must be maintained.
3. All doors must be single, hinged doors, with an in-swing. For example, French-styled hinged or sliding double doors, and Dutch-styled horizontally divided doors are not permitted.
4. Any replacement door must retain the in-swing from the same side as the existing door.
5. Raised panels of the same number and size as the existing door are required.
6. In cases where a front porch is shared, the replacement door must retain the same style and, if applicable, number of glass panels or lites as the existing door, and must match the style and color of the neighboring door on the shared porch.
7. Glass panels of the same number and size as the existing door are required, except that glass panels on patio door replacements on the ground level may be of 4-lite, 9-lite or 15-lite design, and must retain the same general style as the existing door. The Management Office must be notified of any change to a differing glass panel design desired by unit owner.
8. External doors must retain the same general style and size as the existing door, except the front and balcony doors, which may be replaced with 4-lite, 9-lite, or 15-lite panel design. This requirement includes doors that exit to the patio, rear or side of the unit owner's residence.
9. Brass hardware (*e.g.*, doorknocker, mail slot, handle, dead bolt) is required. Brass peepholes are permitted and optional. Exterior kick plates are not allowed on any entry doors of unit owners.
10. Glass panels or lites on all doors must be clear and smooth; white, tinted, stained, colored or beveled glass is not permitted.
11. Grids on all replacement doors with glass panels or lites must be raised, have external beveled edges, and measure between 7/16" and 3/4".
12. Request for exceptions to this policy (*e.g.*, a different style door, different color door, door with a different number, size, shape or configuration of glass panels, etc.) must be made in writing to the Variance Committee. Decisions will be rendered on a case-by-case basis.