

**September 29, 2010**

## **Criteria for Installation and Use of Hurricane Shutters**

This criteria best describes the installation and use of approved hurricane shutters for home and window protection against high winds and flying projectiles due to a hurricane.

**\* MUST NOT BE PUT IN PLACE EARLIER THAN 72 HOURS PRIOR TO NATIONAL/LOCAL NEWS INDICATING A HURRICANE/POWERFUL STORM IS IMMANENT TO THE WILMINGTON, NC VICINITY AND MUST BE STORED INDOORS 72 HOURS AFTER THE HURRICANE/POWERFUL STORM HAS PASSED.**

**THIS DOES NOT APPLY IF THERE HAS BEEN A MANDATORY EVACUATION AND ARE UNABLE TO RETURN FOR SEVERAL DAYS DUE TO DESTRUCTION, POWER OUTAGE, ETC. SHUTTERS MUST BE REMOVED IMMEDIATELY UPON RETURN.**

### **Non-Permanent Aluminum panels:**

- \*Top and bottom tracks must be Bone/Almond in color and attached permanently to top and bottom of each windowsill.
- \* Bottom track must have no more than a 1” bolt protrusion (Bone/Almond color).
- \* Nothing is to be attached to the brick above and below each window
- \* Panels (size 12” or 15” wide) made of Aluminum to slide into top track and then attach to bottom track by holes in bottom panel fitting over the 1” bolts and secured by a wing nut.
- \* If home contains **semi-circular windows** facing the street, the bolts may be drilled in the mortar joints of the brick to eliminate the tracks for aesthetics. Aluminum panels to be custom cut to follow the curvature of the window and the Keystone in the center of the semi-circular arch.
- \***Doorways** may also have the bolts sunk into mortar joints above the doors. The bottom of the door to have a removable track anchored to the brick below the door in the event of a storm but then removed after the storm has passed.
- \* The bolt protrusions (1” long) must be made of stainless steel to match /blend the color of the grey mortar.
- \* **Sunrooms** must have a Bone/Almond colored track installed above and below each window panel to blend into the existing bone colored window supports. The bottom track to contain 1” bolts to attach the bottom portion of each panel made of Aluminum.
- \* Aluminum panels when stored must be entirely out of view.

### **GENERAL:**

- \*A plan or drawing must be provided to the ACC as part of the permit application. It must include dimensions, colors, and type of materials to be used.
- \*The plan must be approved by the by the Board of Directors (BOD) before any construction is

started.

\*It is the responsibility of the homeowner to insure their contractor understands the above mentioned criteria and rework may be required to comply.

\*The chairman of the ACC must be contacted at completion of construction such that a final review with the homeowner can be conducted.

**Plywood panels and Miscellaneous Protective Devices:** Any non-approved methods needed in an imminent emergency hurricane situation must only be installed 72 hours prior to a declared hurricane strike and removed not more than 72 hours after a hurricane emergency has been canceled, or residents have been allowed back to their properties. All emergency materials must be removed from property or stored indoors before and after use.

Suggested vendors - Alucraft America, Wilmington Awning & Shutter, Inc., and Carolina Hurricane Shutters, Inc

**PLEASE SEE THE ATTACHED PICTURES/DIAGRAMS FOR REFERENCES**





