

**Waterfront Condominium Association  
Renovation/Design Review Application**

Owner's Name: \_\_\_\_\_

Address: 800 Ocean Dr. Unit # \_\_\_\_\_

Phone: Home: ( ) \_\_\_\_\_ Office: ( ) \_\_\_\_\_

Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Description of work to be performed: <Be as specific as possible, attach second sheet if necessary>

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

Type of Construction: ☐ Hurricane ☐ Renovation ☐ Paint and Flooring Only

Projected Commencement Date: \_\_\_\_\_20\_\_\_\_ Completion Date: \_\_\_\_\_20\_\_\_\_

Projected Cost: ☐ Less than \$1,000 ☐ \$1,000 - \$3,000 ☐ Other: <Specify> \$ \_\_\_\_\_

Work to be performed: ☐ Self ☐ Contractor

☐ Name of Contractor: \_\_\_\_\_

☐ Occup. License #: \_\_\_\_\_

☐ Contractors License # \_\_\_\_\_

☐ Address: \_\_\_\_\_

\_\_\_\_\_

☐ Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Architectural Review Fee of \$500 required: ☐ Yes ☐ No

Construction Deposit of \$5,000 required: ☐ Yes ☐ No

Attached and submitted with this Review Request:

☐ Plans ☐ Drawings ☐ Certificate of Insurance ☐ Samples of Material(s) to be used

☐ List of Subcontractors with contact name, phone number and license numbers

☐ Other: <Specify> \_\_\_\_\_

Signature of Home Owner: \_\_\_\_\_

Signature of Contractor: \_\_\_\_\_

Date this Request was submitted: \_\_\_\_\_20\_\_\_\_

**Action:**

☐ Approved ☐ Denied: Reason \_\_\_\_\_

☐ Approved, subject to: ☐ Pending, subject to:

☐ Further Information \_\_\_\_\_

☐ Village Permit

☐ Other Permitting Authority

☐ Receipt of \$500 Architectural Review Fee, if required. Date received: \_\_\_\_\_

☐ Receipt of \$5,000 Construction Deposit, if required. Date received: \_\_\_\_\_

☐ Notification of Neighbor

Date Action Taken: \_\_\_\_\_ 20\_\_\_\_\_

By: \_\_\_\_\_  
Waterfront Representative

**Disclaimer / Note:**

1. Approval does not replace or substitute the need to obtain approval(s) from other authorities. Approval does not constitute or imply that the project conforms with the rules and regulations that may be required by other authorities. It is the Unit Owner's duty to find out about other requirements and seek approval from such authorities directly.
2. Owner(s) understand(s) that the authority to perform an alteration granted by this application will automatically expire if work is not commenced within 30 days following permit approval. Moreover, Owner(s) agree(s) to honor the start date of May 1st and completion deadline of October 15th of each year as established by the Board of the proposed renovations or remodeling improvements referenced herein. Failure to comply with the deadline may result in the denial of future work by the contractor.
3. Owner(s) agrees to store construction materials only in his unit, rather than in common areas, easements or street, to bear the cost of repairing any damaged caused to such areas and remove all unused materials daily.
4. Construction shall not commence until a copy of the building permit is provided.
5. All debris must be removed from the Waterfront property daily. Use of the dumpsters for construction is prohibited.
6. The Board reserves the right to solicit the opinion of adjoining unit owners and to provide copies of this application to them. Board will respond to applicant in writing within a 30-day review period.
7. **NO** construction shall occur before or after designated hours, on weekends or holidays without the prior written approval of the Board.
8. Contractor agrees to comply with the Associations Vendor Access Policy.
9. Contractor may be subject to a daily \$100 fee per violation.