

Bermuda Ridge Condominium Association, Inc.
Bonita Springs, FL 34134
% MAY Management Services, Inc.
Mailing and Physical address: 11100 BONITA BEACH RD. # 101,
BONITA SPRINGS, FL 34135 PHONE 239-262-1396 | FAX 239-262-5947

REQUEST FOR ARCHITECTURAL MODIFICATION APPROVAL

These procedures may be amended or revised at any time by the Bermuda Ridge Association Board of Directors.

INSTRUCTIONS: In order to process this application, the following items must be submitted to the Community Association Manager (CAM) at the above address, at least 14 business days prior to the scheduled commencement of any work:

1. This completed application.
2. Detailed description and specification of the proposed modification. (Example: type, location, materials, photos and other information as may be pertinent to complete your request.)
3. Copy of Proposal or Agreement made with Contractor which includes the Description of the Services being provided.
4. Copy of all Lee County and Bonita Springs Permits (if applicable).

Non-compliance could result in owners being required to remove materials that do not meet the standards set forth by the Association Documents and this form.

To: Board of Directors and/or CAM

From: Owner(s) Name: _____

Property Address: _____

Owner Phone: _____ Email: _____

I/We are hereby requesting to make the following modification(s), alteration(s) as described below

Interior Unit:

Per Declaration 11. Alterations

All units above the ground floor shall at all times have the floors covered with wall-to-wall carpeting, except in the kitchens, bathrooms, lanais and foyers. Substitute floor coverings with substantially equivalent sound-deadening qualities may be used only with the prior written approval of the Board of Directors. Second Floor Sound Proofing shall be Proflex 90 or better and must be used under all second-story flooring except those areas that are carpeted. Must leave a 1/4" space between wood type flooring and walls for expansion purposes. First Floor concrete must be water-proofed prior to the installation of any flooring.

(Check all that Apply):

- ☐ Flooring (contractor not required)
☐ Lanni Doors & Windows
☐ Hurricane Shutters
☐ Screen Enclosures
☐ Lanai Enclosures
☐ Other _____

Exterior Unit:

- ☐ Storm Door
☐ Windows
☐ Fence & Gate (end units only)

☐ AC Replacement Permit Required: Contractors are required to pull permits before starting repairs / replacement of air conditioning units. Specifically, §489.127(1) (h), Florida Statutes, provides that no person shall "Commence or perform work for which a building permit is required pursuant to part IV of chapter 553 without such building permit being in effect ...

☐ Other: _____

Contractor Information:

Note: If your work requires a permit, it requires a contractor. Per Declaration 11.5.1 Contractors. Please make sure that you have verified and can complete the following:

Company Name: _____

Address: _____

Phone: _____ Email: _____

License # _____

Liability Insurance Co. Name: _____ Policy #: _____

By submitting this Application, I (We) agree to the following terms and conditions as described below:

____ We will not commence any work or modification until written approval is granted.

____ Any approval granted herein is subject and conditioned upon obtaining the necessary approval/permits required from Lee County and Bonita Springs, as may be required in accordance with the Lee County and Bonita Springs codes, laws and ordinances, prior to the commencement of work.

____ All contractors must be properly licensed and insured for liability.

____ All installations, alterations and modifications shall be of professional design, quality and materials.

____ The Board of Directors/CAM reserves the right to require additional information and request modifications.

____ It is the owner's responsibility to provide said information to the Association to validate the Architectural request.

____ Access to construction areas are to be made exclusively through the individual owner's property and/or unit entrance only.

____ During construction of any modification or improvement, all portions of the property shall be kept clean, neat and in an orderly condition at all times. Any debris, trash or mud resulting from the construction shall be promptly removed from the site or remedied, as appropriate, from the unit, limited and/or common elements on a daily basis.

____ Abide with the Association's authorized days and approved hours for construction and modification as listed on the Rules and Regulations.

____ The owner shall be ultimately responsible for any damages incurred to common property, other property and personal injury as a result of the modification or improvement, as well as any additional maintenance cost that may be incurred, as a result of the modification, improvement, violation of the rules and regulations and/or negligence on his behalf and/or his contractors, vendors.

____ The Association has the irrevocable right to subrogate damages, expenses and the cost of defense to the owner.

Signature of Owner(s): _____ Date: _____

For Board of Directors and/or CAM Use Only:

Date Application Received: _____ Date of Disposition: _____

Approval Granted: _____

Subject to additional terms or requirements as noted below and/or attached (____) check if Applicable)

Approval Denied: ____ Explanation: _____

Member(s) of the Board of Directors and/or CAM:

Signature: _____ Print Name: _____