

Harbor Place at Safety Harbor Condominium Association, Inc.

APPLICATION FOR RENOVATION/WINDOW INSTALLATION APPROVAL

(Submit All Pages When Applying For Approval)

Unit Number:

Owner(s) Names:

Owner(s) Emails:

Date of Application:

THE OWNER(S) AGREE TO THE FOLLOWING LIMITATIONS AND CONDITIONS:

1. **Application:** The Board has 45 days to approve the application, to be extended if further information or a review of any sort is required by the board. The original signed completed form shall be submitted to the Manager and a copy delivered or emailed to the Board President and Secretary.
2. **Limitations on Work:** (a) All work must be done between 8:00 am and 5:00 pm, Monday through Friday only, with no work on holidays; (b) all work must be done inside the unit in a manner which will reduce the amount and duration of noise to the maximum extent possible
3. **Notice To Manager and Other Owners By Applicant:** Prior to the commencement of work and after board approval, the Unit Owner shall notify the Board and Manager of the confirmed expected dates of the work. The Unit Owner shall provide specific timely notice to other owners of periods in which noise is expected to reach other units. A group email may be sent, or you can use the Renovation Notification feature on the Harbor Place website.
4. **Permitting:** Owner assumes all responsibility for procuring, buying and/or obtaining all necessary Building or Zoning Permits, variances and adhering to any and all other procedures outlined for the construction and maintenance of the improvements described herein by all City, County, State or other governmental entities, including compliance, if required, with the Southern Standard Building Code.
5. **Parking / Loading:** Construction and delivery vehicles must park in the public parking area. The Owner and workers shall give maintenance staff advance notice of a need to use the elevator so that elevator mats may be installed as needed to transport large items (tools, construction materials, etc.). Only the north elevator is to be used for construction transport. Shopping carts on the parking levels are not for contractor use.
6. **Waste / Refuse Garbage:** Contractors must dispose of waste off the premises and keep the public parts clean. Construction waste must be transported through the common areas in sealed bags or containers.
7. **Security:** Lobby entry doors must be closed immediately after loading and unloading. The front door of the unit in which work is performed must be kept closed during periods of work and locked when no workers are present. Contractor lock boxes are not allowed.

8. **Damage:** Any damage to the building caused by performance of the work must be repaired at the Owner's cost to the satisfaction of the board. By submitting an application for approval, the Unit Owner agrees to pay for correction of any damage and to hold harmless the association and, in the event of property damage, any unit owner. The association may pursue any legal or equitable remedies if prompt correction or payment is not made and, at the election of the Board, on behalf of any owner experiencing property damage.

9. **Costs:** Owner agrees to be responsible for all costs and expenses incurred in the installation of the windows, including any damage to Association property or other units within the condominium which is caused as a result of the construction and installation or maintenance of the windows described herein.

10. **Indemnification:** The Owner specifically agrees to indemnify the Association against any and all liens, other encumbrances or damages occasioned by the installation. In the event of any action taken for or against the Association, the prevailing party in any such action shall be entitled to an award of attorneys' fees and costs.

11. **Plans:** owner has provided the Association with a complete set of all plans and specifications relative to the installation of the windows and their location. Windows installed must replicate the look and be in conformity with other windows in the building.

Proposed Date(s) of Work:

Nature of Work: Provide Details & plans:

Name and Address of Window Manufacturer:

Contractor(s) name, address, telephone and copies of current license, certificate of insurance – commercial general liability (minimum of \$1,000,000) and workmen's compensation:

Sub-contractors to be used (including lift operations):

Signed:

Owner #1 Signed, with date:

Owner #2 Signed, with date:

() Approved / () Disapproved on behalf of Board:

Board Rep. #1 Signed, with date:

Board Rep. #2 Signed, with date:

Form v. 1 (June 30, 2025)