

Summary of Additions to Buildings

Owners may make additions to buildings with written approval for their project from the Association. Over the years, the Board has developed, and continues to develop, guidelines to aid Owners in the expeditious approval of their plans. Following the below listed guidelines will tend to minimize disruptions in the approval process by creating a clear understanding of the requirements.

1. A clear and understandable set of drawings with dimensions showing elevations and plan views of the addition including clarifying written notes.
2. The exterior must match the architecture of the existing building including any decorative trim items.
3. Any requirement of the project to change any existing roofline will be classified as a "Remodel Modification." This classification requires that any new roof be of material identical to the material presently in use.
4. Eaves must match those on the building in overhang and ground clearance. Added gutters or downspouts must also be approved.
5. Exterior decorative elements will be required so as to give continuity to the appearance of the building.
6. Contractors must be licensed and insured and provide written documents so stating.
7. Any project must meet all the building or other codes applicable and have a building permit if required by the controlling authority.
8. There must be an agreed upon completion date.
10. The Board of Directors may add other requirements, as it deems appropriate.
11. Owners should be aware that any maintenance to or the result of any addition is the responsibility of the Owner.
12. A signed agreement between the Owner and the Association is required. See next page for Agreement.

Agreement Addition, Alteration or Improvement of Unit

- 1. Applicability:** This agreement shall apply to any addition, alteration or improvement of a Unit for which a Building Permit is required.
- 2. Governmental Requirements:** The owner shall abide by all jurisdictional government rules, regulations and codes.
- 3. Condominium Association Requirements:** The Owner shall abide by the Declaration of Condominium, Articles of Incorporation, Bylaws and Rules and Regulations.
- 4. Owner Liability:** Owner assumes all liability arising from or caused by any addition, alteration or improvement to a Unit and agrees to hold the Association harmless.
- 5. Association Legal Expenses:** Owner shall indemnify the Association for all legal expenses, attorney's fees and costs incurred by the Association in any legal proceedings to enforce this Agreement, including a civil action, arbitration or mediation in which the Association is the prevailing party.
- 6. Construction Debris:** The Owner or contractor shall remove all construction and demolition debris from the property. Condominium dumpsters shall not be used for such disposal. Use of on-site dumpsters shall be subject to prior written approval by the Board of Directors regarding size, location and duration of use.
- 7. Adjacent Owners:** Owner shall provide a written release from the Owner of any adjacent Unit if the project will infringe on the use of that Unit.
- 8. Contractor Insurance and Licensure:** Owner shall furnish to the Association written proof of contractors' general liability, automobile liability and workers' compensation insurance and appropriate license to work in this jurisdiction.
- 9. Architecture/Engineering Review:** The Association, at its discretion, may require the Owner, at its expense, to furnish to the Association, architectural or engineering document/justification for the project.

10. **Permits and Reports:** Owner shall provide the Association with copies of any permits, inspections, reports and other documents mandated by the government agency having jurisdiction, including, but not limited to, final inspection reports.

11. **Start and Completion Dates:** Owner shall specify start and completion dates of the project which shall be completed within ninety (90) days from the date that work commences (including site preparation such as demolition) unless an extension has been granted by the Association. Hours of work are limited by the Coralstone Rules and Regulations.

12. **Owner's Failure to Complete Project:** In the event the time limits or extensions to time limits are not met, the Association may revoke approval of the project and in its sole discretion, may complete the project or restore the Unit to its original condition prior to the start thereof. Any expense incurred by the Association in so doing shall be borne by the Owner.

13. **Contractor:** Owner certifies that the contractor has received a copy of this agreement.

I/We have read, understand and agree to the terms and conditions listed above as they apply to the modification of:

Unit # _____ at _____ Coral _____ Lane

Owner: _____ Date: _____

Owner: _____ Date: _____

Application for Modification of Condominium Concrete Patio/Lanai

Basic Modification

A Basic Modification does not require any change to the present structure except to add knee walls and framing for the addition. No change may be made to the existing roof system. In any location where the addition connects to any fascia, that fascia must be of treated lumber. It is the responsibility of the applicant to install any required treated lumber. All windows, doors and their frames must be white. The exterior finish of any roof members and gutters and down spouts must be white. Exterior decorative stripes or quoins may be required. Roof overhangs may not exceed present architectural design.

Examples of acceptable Basic Modifications:

Villa A-1414 and Villa B-1535
Townhouse A-1322, and Townhouse B-1521

Remodel Modification

A Remodel Modification requires changes to the present structure or the roof system. Added exterior stripes or quoins may be required. Roof overhangs may not exceed present architectural design. Detailed drawings of the remodeled section are required. Architectural and/or engineering review may be required at the applicant's expense. Colors must match present color scheme.

Examples of acceptable Remodel Modifications:

Villa B-1370 & 1362
Townhouse A-1523, and Townhouse B-1521

The Unit Owner making any change of any type to any part of the Condominium property assumes certain liabilities for circumstances that may arise as a result of such change. The Owner's responsibility is clearly outlined in Article 11. Additions, Alterations or Improvements, Section 11.2 by UNIT Owners of the "RESTATED AND FIRST AMENDMENT OF THE DECLARATION OF CONDOMINIUM FOR THE CORALSTONE CLUB I A CONDOMINIUM" as amended. Section 11.2 is attached. The applicant is responsible for any damage to the Condominium related to the construction of the modifications.

Requirements

Applicant must submit to scale elevations of all vertical sections and a plan view of the proposed modification. Drawings must include a clear and complete set of dimensions. Windows and doors must show dimensions and style.

A building permit issued by Indian River County must be obtained in accordance with County requirements.

Any and all governmental codes must be met.

Indian River County must license any and all contractors and/or subcontractors as required by the County, to perform work in the County and provide a copy of such license to the Coralstone Condominium Association prior to commencing work on the project.

Any and all contractors and/or subcontractors must provide proof of insurance for the type of work being performed. Proof of insurance must be provided to the Coralstone Condominium Association prior to commencing work of the project.

Approval for either Modification is good for one (1) year from the date of approval.

The project must be completed within the 90 days from the date work actually commences including any preparation work such as removal of any screening or frames for screening or any other materials to be removed prior to new construction unless otherwise agreed upon. Violations are subject to fines.

The applicant or contractors must remove construction debris from the property. Disposal of construction debris in the Condominium dumpsters is prohibited. The use of an on-site dumpster will be subject to approval, in writing with regard to size location and duration of on-site use.

Procedure

A Letter of Application along with the required drawings will be submitted to the Management Company by the applicant. Copies will be distributed to each Director who will review the application and visit the site. Directors will forward any suggestions back to the Management Company, which will send this information back to the applicant. All parties should feel free to interact in a businesslike manner to move the project along expeditiously.

The Board reserves the right to add conditions to any project, as it deems necessary. The Directors will then formally consider the application at the next regularly scheduled Board meeting. The Applicant should be represented at that meeting. The Board may approve the application subject to certain conditions such as some requirements listed above that probably will not have been met prior to approval or changes to which the parties have agreed. Once the Application process is complete, the parties will sign a "Letter of Agreement." The Management Company will monitor the progress of the project and report to the Board. When received by the Applicant, the Applicant will submit copies of any required interim and final inspection reports to the Management Company.

Guidelines for Patio Extensions

1. The Board of Directors must receive requests at least one (1) week prior to the next scheduled Board meeting for consideration at that meeting.
2. All requests must include two (2) copies of a drawing of the planned project with the appropriate measurements and narrative description. This includes irrigation modifications.
3. Rear patio extensions may never exceed one hundred square feet (100 sq. ft.) in size per Unit. Final inspection by the B & G to ensure compliance.
4. Patio extensions may only be constructed of removable pavers, bricks, blocks, etc. in light neutral colors. Poured concrete slabs are not permitted.
5. A landscaping plan must be submitted to and reviewed by the Landscaping Committee
6. Only Gas or Electric Grills are allowed and may be no larger than five feet (5') wide. Grills must be covered and not visible from community roads.
7. Furniture on the patio extension is limited to one small table and chair set. Only dark green umbrellas are permitted. Furniture must be reasonably substantial.
8. Patio must be kept neat and clean and not used as a "Back Stoop" to house tools, garbage or other such articles.

Procedure for Approval of Modification to Units

Procedure for the processing of Applications by Owners for approval by the Association of Modifications to Units under Section 11.2 of the Declaration as approved the Board of Directors May 17, 2004:

1. The Owner submits a request to the Management Company for the requirements/guidelines for the approval of projects requiring approval under Section 11.2.
2. The Management Company sends information to the Owner and accommodates the Owner's requests for any clarifications of the process or requirements. The Owner is advised of the date of the meeting of the Board of Directors at which the complete application will be considered.
3. The Owner supplies required information to the Management Company so that it may be distributed to all Directors one (1) week prior to the next meeting of the Board of Directors.
4. The Management Company distributes the completed application to each Director, the Buildings & Ground Committee Chairperson and the Landscaping Committee Chairperson, if required, one (1) week prior to the next scheduled meeting of the Board of Directors.
5. Committee Chairpersons submit their reports to each Director five (5) days prior to the next scheduled Board of Directors meeting.
6. Directors review the application, request clarification if needed and are prepared to act on the application at the next scheduled meeting of the Board of Directors.
7. The Management Company advises the Owner of the Board of Directors action within one (1) week.
8. No work on the project, either demolition, construction, or other site preparation may be started until the owner receives written approval for the project from the Association. The government agency having jurisdiction, including, but not limited to, final inspection reports.
9. Contractors & Laborers Except for Emergencies:
 - a. On-site work hours: M-F 7:30 am to 5:30 pm, SAT 8:00 am to 2:00 pm. Work on Sundays is prohibited.
 - b. Parking: Use of Owner's assigned parking space or garage or short term parking or the Clubhouse area. Parking is prohibited in other assigned spaces or on the grass areas.
 - c. Vehicles: Trailers and other construction vehicles may not exceed 30 feet (30') in length.
 - d. Utilities and Facilities: Owner is responsible for furnishing water, electric and sanitary facilities. Use of adjoining Unit facilities is prohibited without prior written approval of that Owner.
 - c. Loud playing of electronic devices is prohibited.

10. Materials & Debris:

a. Dumpsters: Prior approval of the Board of Directors is required for placement of dumpsters. Dumpsters must be on-site prior to commencement of work. Use of additional dumpsters is prohibited.

b. Construction Materials: Must be stored inside Unit or in Owner's garage. Storage is prohibited on common elements.

c. Debris: Debris must be removed promptly from common elements to the dumpster or off site. Parking areas or walkways must not be blocked at any time. Broom-clean pickup is required at the end of each workday.

11. Walking, stepping or placing any ladder, scaffold or other device upon or against the roof of any Unit or garage is strictly prohibited without express written permission of the Board of Directors.