

**GRAND ISLE OF NORTH HUTCHINSON ISLAND  
CONDOMINIUM ASSOCIATION, INC**

C/O Elliott Merrill Community Management  
835 20<sup>th</sup> Place, Vero Beach FL 32960  
P. 772.466.2630  
lindsay@elliottmerrill.com

**APPLICATION**

HOME IMPROVEMENT       ADDITION  
 EXTERIOR                       STRUCTURAL

Mail completed application to: Elliott Merrill Community Management, 835 20<sup>th</sup> Place, Vero Beach, FL 32960  
**Please allow 30-day turnaround**

Date: \_\_\_\_\_ Planned start date of Improvement: \_\_\_\_\_

Owner: \_\_\_\_\_ Unit: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Request is hereby submitted for the following improvement/addition at the above-referenced property:  
(Note: Sample of color, material, or renderings and dimensional drawings {height, width, length, elevation, setbacks} must be submitted where applicable to requested improvement.)

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

Please initial that you have included the signed Agreement of Addition, Alteration, or Improvement of Unit.

**REVIEW/APPROVAL/COMMENTS**  
 B&G COMMITTEE       BOARD

Date \_\_\_\_\_ Approved \_\_\_\_\_ Rejected \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# 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. Per Article VIII of the Declaration (page 6) Board approval is required for all alterations and improvements except for internal improvements to Units as long as such improvements have no impact on the Condominium building containing the subject Unit, have no impact on any other Unit Owner, and are not visible from outside the subject Unit. Unpermitted alterations require Board approval.
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. The 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 infringes 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 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:** If the Unit Owner fails to construct the addition, alteration or improvement in the manner approved, the Unit Owner shall be obligated to make all corrections necessary upon demand by the Condominium Association; provided, however, that the Condominium Association shall also be entitled to pursue any other remedies available in law and/or equity.
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 # \_\_\_\_\_

Owner: \_\_\_\_\_ Date: \_\_\_\_\_