

JUPITER HARBOUR CONDOMINIUM ASSOCIATION, INC.
Architectural Review Board (ARB) Application
For all Modification(s) or improvement(s)

Owner(s) Name: _____

Building: _____ Unit: _____

Day telephone: _____ Evening telephone: _____

Approval is hereby requested to make the following modification(s) or improvement(s) as described and depicted below, or on additional attached pages as necessary. Please include such detail as dimensions, materials, color, design, size, location and other pertinent data described as:

Association refers to: Jupiter Harbour Property Owners Association, Inc. (POA or Master Association) and Jupiter Harbour Condominium Association, Inc. (COA).

ARB refers to: Architectural Review Board

Attachments provided:

- _____ Completed Application
- _____ Copy of Contract(s) or Proposal from contractor. Include copy of license and insurance (liability and workman's comp.)
- _____ List of Contractors and all persons who will be entering Community
- _____ Completed POA (Master Association) Application (if required)

TERMS OF AGREEMENT TO PERFORM WORK:

I understand and will comply with the following:

- No project may commence prior to unit owner receiving written approval by Condominium Association AND, if required, the Property Owners Association
- All work to be completed by a licensed and insured contractor.
- Contractors may only work during the hours of 8:30 a.m. to 6:00 p.m. Monday through Friday. Saturday 9:00 a.m. to 3:00 p.m. ALL contractors, contractor vehicles and repair services MUST be off the premises by 6:00 p.m. (Monday through Friday) or by 3:00 p.m. on Saturday. No moving or construction can occur on Sunday's.

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- Trash must be removed off site including any boxes, packing material, appliances, furniture or residual material. The Condominium dumpster or trash chute can not be used by any contractor. Clean up of all tools and equipment must be performed off site including cleaning of paint brushes, rollers and wash buckets.
- Unit owner is responsible for payment of and repair to any and all damage done to common areas as a result of the installation/modification. **It is the Unit Owners responsibility to protect the elevator, walkways and any other area that might be affected. Twenty-four (24) hour notice to Manager is required for pad installation. Call Manager at 561-743-1293.**
- Owner is responsible for complying with all Easements, State, County and City building codes and to obtain all applicable permits.
- The Jupiter Harbour Association shall be "held harmless" for any and all incidents or damages that may arise during or after the project.
- To abide by the decision of the ARCHITECTURAL REVIEW BOARD or the Board of Directors.
- If owner's request is not approved, or work performed is different than approved ARB owner understands and agrees, by signing below, that owner will be required to restore area back to it's original condition. Unit owner may also be subject to legal action by the association and that owner shall be responsible for all reasonable attorney fees and costs.
- Materials may not be placed or stored on common area property at any time or any area that is visible from the road. This includes, but is not limited to stones, wood, screen, sand, pavers, tile or carpet, etc.
- Once approval has been obtained and PRIOR to commencement, unit owner, Contractor and Manager shall meet on site for a preconstruction walk though of the site. Photographs to be taken of the area noting current condition and any existing damage. All parties should initial agreement to condition and damage (if any).
- Contractor shall ensure that the construction site, common areas, and neighboring units, are free from dirt, dust and debris at the end of each day. If this is not performed on a daily basis, the Association shall have this work performed at unit owner cost. Unit Owner agrees, by signing this form to pay all costs of clean up.
- When the Alterations/Construction is complete, a final walk through shall take place between unit owner, Contractor and Manager - to determine if any damage has occurred to neighboring units, grounds or common areas.

Estimated Start Date: _____ Estimated Completion Date: _____

Time Frame for Completion: _____ # Days: _____

IF CHECKED BELOW, THE FOLLOWING CONDITIONS OF APPROVAL MUST ALSO BE ADHERED TO:

_____ ALL dumpsters must be removed from site before each weekend.

_____ Construction vehicles may park in an area determined by the Board or Manager. This area may change.

_____ HURRICANE SEASON: HURRICANE WATCH ANNOUNCEMENT - All tools and materials must be removed from the job site or adequately secured in an enclosed area. All dumpsters must be removed. By signing this form, the Unit Owner acknowledges and agrees to reimburse Association for any and all expenses incurred by Association in its efforts to secure and protect units from damage which may be caused by Unit Owners contractor's failure to secure or remove materials,. Etc/ Unit Owner expressly holds the Association and its designated representative harmless from any and all claims wile implementing this action.

INSTRUCTIONS: Complete all pages of this form and give to the Property Manager along with all applicable attachments. The Property Manager will then forward to the ARB committee. The ARB committee will then review and get back to you should they require any additional information. The Condominium Board will then approve, conditional approval, reject or request further information. If needed it will then be forwarded to the POA (Master Association) for final approval, or rejection or request for further information. A copy of the approval will then be mailed to the Owner and modifications, alterations or improvements may begin.

_____ Date of Request

_____ Signature of Owner

_____ to be completed by Property Manager

_____ Initials _____ Date _____ Approved/ Denied/ Conditional Approval/ Table (Circle one)
by Architectural Review Board (Condo. Association)

_____ _____ Approved/ Denied/ Conditional Approval/ Table (Circle one)
by Architectural Review Board (Condo. Association)

_____ _____ Action by Board of Directors _____

_____ _____ Action by POA _____

POA Approval Form

DATE RECEIVED: _____

Pre-Screen

(): _____
TOWN HOMES

(): _____
CONDOMINIUMS

DATE RECEIVED POA: _____

FINAL APPROVAL BY POA: _____

DATE: _____

NOT APPROVED () : _____
Signature

Printed Name

COMMENTS: _____
