

Altos Del Mar Homeowners Association (HOA) Construction Application

Welcome to the Altos del Mar Homeowners Association (HOA) application for residents of our community. This application is designed to ensure that all members of the community adhere to the bylaws and regulations set forth by the Association, promoting a harmonious and well-maintained living environment for everyone.

****Project Details****

Please provide the following information regarding your construction project:

1. **Project Description:**

- [Please provide a detailed description of the proposed alterations, repairs, or other construction work.]

2. **Project Start Date:**

- [Please specify the planned start date for the project.]

3. **Project End Date:**

- [Please specify the anticipated completion date for the project.]

4. **Estimated Duration of Project:**

- [Please provide the estimated length of time required to complete the project.]

5. **Scope of Work:**

- [Please outline the specific tasks and activities involved in the project.]

6. **Materials and Equipment:**

- [Please list any materials or equipment that will be used during the project.]

7. **Special Requirements or Considerations:**

- [Please indicate any special requirements or considerations that the HOA should be aware of, such as noise levels, temporary closures, or access restrictions.]

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8. ****Contact Person for Project:****

- [Please provide the name and contact information of the individual who will serve as the primary point of contact for the project.]

9. ****Additional Notes:****

- [Please include any additional information relevant to the project that the HOA may need to know.]

By completing this section, you ensure that the HOA has all necessary information regarding your construction project and can effectively coordinate with you throughout the process.

Contractor/Worker Information

Please provide the following details for all Contractors/Workers involved in the proposed alterations, repairs, or other construction work:

1. **Contractor/Worker Name(s):**

- [Please list the names of all Contractors/Workers involved]

2. **Email Address:**

3. **Phone Number:**

4. Insurance Company & Contact Information Please provide the name of the insurance company providing coverage

5. Insurance Policy Number: Please provide the policy number(s) of the insurance coverage

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6. Additional Notes: [Please include any additional information relevant to the Contractor(s)/Worker(s)]

By completing this section, you certify that all Contractors/Workers involved in the construction project have provided valid contact information and insurance coverage details as required by the HOA regulations.

Home Owner

Name:

Signature: _____ Date: _____

Please carefully read and fill out the following sections in accordance with the HOA bylaws:

Any contractor, workman, tradesman, installer, laborer, or person performing alterations, repairs, or other construction work ("Construction Personnel") that is pre-approved and authorized by the Association to be within the Community beyond the allowed time shall require supervision by a Security Officer, and the Owner requiring such Construction Personnel shall pay the Security Officer's overtime fee per hour, which overtime fee shall be paid to the Association within one (1) business day of such services.

Section 5 - Obstructions, Trash Disposal, Recycling

5.1 Obstructions

- I/We hereby acknowledge and agree not to obstruct any areas within the Community, including but not limited to sidewalks, driveways, parking spaces, lawns, entrance/exit ways, patios, courts, vestibules, or other Common Areas.

- I/We understand that vehicles parked improperly, illegally, and/or on Common Areas may be subject to towing at my/our own expense.

5.2 Trash Disposal and Recycling

- I/We agree to securely bag all trash, recycling, debris, and garbage and place them in appropriate receptacles.

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- I/We will adhere to the scheduled days and times set by the City of Miami Beach for trash pick-up.

- I/We commit to promptly removing trash and recycling receptacles from the sidewalk on the same day of pick-up.

Section 6 - Alterations, Repairs, and Other Construction Work

6.1 Construction Work Hours

- I/We acknowledge that alterations, repairs, or other construction work shall only be permitted Monday through Saturday from 7:00 a.m. to 6:00 p.m.

6.2 Application; Registration, Deposit

- I/We understand that access to the Community and Lot by Construction Personnel must be pre-approved and coordinated with the Association.

- I/We agree to submit a completed application to the Association for any alterations, repairs, and other construction work.

- I/We acknowledge the requirement of a refundable security deposit based on the project's estimated cost, to be delivered with the application.

Security Deposit Requirements

Prior to commencing alterations, repairs, and other construction work, the following refundable security deposit must be submitted to the Association with the Owner's application:

- For projects with an estimated cost between \$50,000 and \$1,000,000: \$5,000 security deposit.

- For projects with an estimated cost exceeding \$1,000,000: \$15,000 security deposit.

The security deposit is intended to cover any potential damages caused to the Common Areas or other permitted charges during the course of the project.

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Upon completion of the project, the security deposit, less any deductions for damages or other permitted charges, shall be returned to the Owner within thirty (30) days after written notice is delivered to the Association confirming the completion of the project and work.

Please ensure that the required security deposit is included with your application to avoid delays in the approval process.

6.3 Insurance

- I/We will provide proof of liability insurance for Construction Personnel in the amount of \$1,000,000.00, prior to commencement of any work.

- I/We understand that additional insurance may be required by law, and will provide proof of such coverage as applicable.

6.4 Indemnification

- I/We agree to indemnify, defend, and hold the Association harmless from any damages, liabilities, lawsuits, or claims arising from alterations, repairs, or other construction work on my/our Lot.

6.5 Permits

- I/We understand that all construction work requires applicable government permits, and work will not commence until these permits are submitted to the Association.

6.6 Contractor and Subcontractor IDs

- I/We acknowledge that all Construction Personnel must show valid state-issued identification to the Security Officer prior to entering the Community each workday.

6.7 Construction Vehicles, Equipment, Staging

- I/We agree to comply with approved plans for Construction Personnel's vehicles, staging, and equipment locations as directed by the Board of Directors and Security Officer.

6.8 Debris, Garbage

- I/We will ensure that all construction materials, garbage, and debris are cleaned up and removed from the Community at the end of each workday.

6.9 Repairs, Cleaning

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- I/We understand that any repairs or cleaning required by the Association due to construction work on my/our Lot will be my/our responsibility and must be promptly paid.

6.10 Dissemination of Rules and Regulations

- I/We will disseminate the Association's Rules and Regulations to my/our Construction Personnel and ensure their adherence to them.

By signing below, I/we acknowledge that I/we have read and understand the above sections of the HOA bylaws and agree to abide by them. I/we understand that failure to comply may result in penalties and/or additional charges.

Home Owner

Name:

Signature: _____ Date: _____

Association Approval:

Signature: _____

Name/Position: _____ Date: _____