

Eastwood Pines Townehome Association [EWPTHA]
REQUEST MODIFICATION TO MY UNIT

Per the Rules & Regulations any modification to an owners unit that will affect the *exterior look* of the unit, including but not limited to replacing or adding windows, exterior doors, Florida Rooms, screen enclosures, hurricane shutters, etc., must be submitted to the Board of Directors in writing requesting approval *prior to making any change[s]* and must include a copy of all specifications. Amendments to the Rules allow the choice of front door paint in white or terra cotta only – not the design of the door. For your information, the original linoleum installed at EWPTHA had asbestos therefore any removal of that linoleum must be done by an approved Asbestos removal company.

Instructions: Submit this request to the EWPTHA Board of Directors by placing it in the brown box at the pool.

Date: _____

Owner's Name:	
Unit #/Building:	
Phone Number:	
Email Address:	

Requested Modification – check all that apply to this request:

<input type="checkbox"/>	To change the windows in my unit
<input type="checkbox"/>	To change the front door and/or patio door in my unit
<input type="checkbox"/>	To add a screened lanai or a vinyl enclosed room to my unit.
<input type="checkbox"/>	To modify an existing lanai or vinyl enclosed room to my unit
<input type="checkbox"/>	To add hurricane shutters to my unit.

Notes: Hurricane shutters must be one of the three different Rollshield, LLC products previously approved by the Board of Directors. To change the color of your front door please refer to the Rules & Regulations

Attached are – check all that apply to this request:

<input type="checkbox"/>	New window specification and or brochure
<input type="checkbox"/>	New front door specification and or brochure [new doors must look identical to the old one.]
<input type="checkbox"/>	New patio door specification and or brochure
<input type="checkbox"/>	Contractors detailed specification for a new screened lanai or vinyl enclosed room
<input type="checkbox"/>	Contractors detailed specification to modify my lanai or vinyl enclosed room
<input type="checkbox"/>	Rollshield Hurricane shutter specification

Applicable Conditions or Restrictions:

Any of the above modifications cannot appreciably change the appearance of our Association, i.e. windows and doors must be of similar appearance as the other windows and doors in the community. The addition of a lanai or enclosed patio room must have fence boards on its entry door similar to the fence surrounding your patio. In addition, once a lanai or enclosed room is added to your unit you assume the responsibility of painting the outside walls within that structure. The paint will be provided by the Association upon request.

The above modification[s] will be done by:

Name of Contractor:			
Address:			
Phone:		Fl. License Number:	

By signing this request the owner attests they understand the following:

- No modification can be started without the written approval of the Board of Directors.
- All electrical work is to be performed by a licensed electrician.
- All required Pinellas County permits will be obtained prior to commencement of work.
- The owner or contractor will haul away any debris [EWPTHAs dumpsters are *not* to be used!]
- All work will not start before 8 AM nor extend past 6 PM
- I will pay any maintenance costs incurred by the Association as a result of this modification.

I understand the above conditions and certify that all of the information is truthful and accurate:

Your signature: _____

This page is for use by the EWPTHAs Board of Directors

Date the Board Met: _____

Board Members Present: _____

The Board does not approve the request based on the following explanation:

OR

The Board has reviewed this request and has the following questions:

1	
2	
3	
4	
5	

The owner will be notified that they are responsible for obtaining answers to the above questions and will provide them to the Board **no later than:** _____. After the receipt of the answers the Board will reconvene to consider the request again within 5 days of receipt of the answers.

OR

The Board approves this request as submitted.

Names & Signatures of the Board Members:

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

The Board's decision will be delivered to the homeowner no later than _____