

Calais Condo Request for Remodeling, Redecorating or Modifying a Unit or Limited Common Element and Addendum

The Condo Documents for Calais have specific requirements for modifications of a Unit or Limited Common Element. (See section 11.5). A lanai is a typical Limited Common Elements. Activities such as painting, relocation of slider doors, entry or screen door modifications, installation or removal of tile or River Rock, screens and screen frames, ceilings, drains, electrical fixtures and wiring, plumbing, shutters or any window covering or treatment, change to floor elevation, or any other activity on or modifying of a Unit or Limited Common Element may require formal Board approval.

Accordingly, the site Manager must be contacted prior to any modification of a Unit or Limited Common Element to determine whether a Request for Remodel must be filed and Board approval obtained. Failure to file a Request and obtain prior Board approval will result in Board actions and may include removal of any modification. Any lanai work such as exterior slides, shutters or shades must have all screws be non-corrosive (Tapcon 410's marine screws) and dipped in urethane prior to installation. This will be verified by manager

A Copy of Collier County License and Insurance documents must accompany this Request. If Collier County Building Dept. approval and issuance of a permit is required, said permit and inspection sheets must be posted at job site!!! NO exceptions!!!!

Date of request; _____

Name: _____

Building address or letter; _____

Unit #; _____ Phone where you can be Contacted; _____

Description of work;

Attach any drawings, sketches, brochures, color chips, color name, tile size & color, starting date, and other descriptions of the activity

PERMIT NUMBER: # _____ DATE WORK WILL COMMENCE: Date _____

NAME & PHONE OF CONTRACTOR; _____

NAME & PHONE OF JOB FOREMAN; _____

BOARD ACTION; Approved Contingent on County Permit _____

Denied _____ Authorizing Signature; _____

PRIOR TO THE START OF ANY WORK

**A COPY OF THIS ADDENDUM
ACKNOWLEDGED AS READ AND
SIGNED BY THE CONTRACTOR AND
UNIT OWNER MUST BE PROVIDED
TO THE CALAIS SITE MANAGER**

AND

**A COPY OF THIS ADDENDUM AND A
COPY OF ANY REQUIRED COLLIER
COUNTY PERMITS MUST BE POSTED
ON THE OUTSIDE OF THE FRONT
DOOR OF THE UNIT BEING
RENOVATED**

This addendum contains rules and information residents and contractors need to know and agree to prior to initiating any modification work to their Condo unit as requested in their Request for Remodel. This applies to work inside the unit or a Limited Common Element (Lanai).

You, the unit Owner, will be responsible for your contractor. Owners are responsible for all costs of repair and/or clean-up of damage to common areas and/or other units caused by Owner or Owner's Contractor(s). Any infractions of Calais practices are your responsibility.

Rules and Regulations

- When loud noise is expected (i.e., jack hammering or similar activity) the site Manager must be informed and a notice must be posted on the building bulletin board 48 hours prior to any work. Failure to comply may result in work stoppage until 48 hours notice has been complied with.**
- Calais concrete decks (floors & ceilings) use a construction method called post-tensioning. Drilling or penetrating the concrete deck can have serious consequences and is not allowed without x-raying the floor and ceiling first.**
- Access to each mid-rise (3 or 5 story) building is via the building elevator and, if the building has a garage, using the garage entrance only. Only use an elevator that has padding. If no elevator in a building is padded, please contact the site Manager who will provide the necessary padding. Tiled entrees need to be protected to eliminate tile damage.**
- The contractor needs to remove any waste, refuse, or debris on a daily basis; no construction material is to be placed in the Condo's dumpster.**
- The work needs to be done during the hours of 8:00AM to 4:30PM Monday thru Friday. No work is permitted after 4:30PM in any unit unless authorized by the site Manager or Board of Directors.**
- Work on weekends and/or holidays is strictly prohibited, unless an emergency repair is required; the site Manager must be contacted in case of emergency.**
- Contractor vehicles must be parked in parking areas to avoid blocking access to buildings.**
- Building security needs to be maintained. Contractor access to building and unit needs to be coordinated with the site Manager. Security door keys need to be accounted for and should be retrieved from contractors. Doors or gates to the buildings should not be left propped open or rendered inoperative for more than very short periods of time.**
- Water, waste water, etc., needs to be disposed of off property. Dumping waste water into outside drains or catch basins is not allowed.**
- Electrical power & water availability needs to be coordinated with the site Manager.**
- Elevator access needs to be coordinated with the site Manager.**
- Walkways are not to be used as work areas, staging areas, assembly areas, etc.**
- Tile cutting must be done outside in an area designated by the site Manager with tarp covering grass and should never be done in the common areas of the buildings.**
- Underlayment membrane (Proflex 90) must be used under any wood,**

tile or rug. This must be approved by Board of Directors and/or site Manager before work commences.

--These rules and regulations apply to anyone doing work. The Owner and the Owner's friends are included.

--Smoking is strictly prohibited in all the stairwells and all other common areas within the building.

--Site Manager is fully empowered by Board of Directors to enforce all rules.

--All Pelican Bay Foundation rules and regulations must be complied with, including AC and dumpster requirements.

--Other regulations may apply so check with site Manager

Violating one or more of the above requirements will result in the following;

- 1. For each violation, a written warning to the Owner that a violation has occurred. Also, an assessment of the Owner for the cost to repair or correct any damage resulting from the violation including, without limitation, the cost charged at an hourly rate of \$50/hr, to clean up any common areas left unclean by the contractor or its employees (1 hour minimum) .**
- 2. After three (3) violations as provided in 1., a written notice to the Owner that three (3) violations have occurred, and that a subsequent violation will result in an immediate stoppage of the job and the contractor being prohibited from working on the Calais property.**

The Unit Owner and Contractor hereby acknowledge having read the above Addendum and hereby agree to be bound by its terms.

Dated _____

Dated _____

UNIT OWNER

CONTRACTOR

48 Hour Construction / Noise Notice:

Bldg. _____ Unit # _____

Owner Name _____

Effective Dates – From: _____ To: _____

Scope of work: _____

High Volume of Noise anticipated:

High Volume Noise Examples: Jack hammer, Concrete drilling, Concrete grinding, Concrete cutting, Tile chipping, Tile cutting, Ongoing floor installation pounding

From: _____ To: _____

Reason: _____

Contact Information:

Owner: _____ Phone # _____

E-Mail: _____

Contractor: _____ Foreman: _____

Phone # _____ E-Mail: _____

PLEASE PRINT CLEARLY AND NEATLY