

Windrush Bay Condominium Association

ALTERATION APPROVAL FORM

Request DATE: _____ Anticipated COMPLETION DATE:

HOME OWNER

NAME: _____ PHONE:

ADDRESS: _____

E-mail address:

*All required city, county, and state permits must be presented to the Building Committee and receive Board approval prior to the commencement of work. No Contractors signs allowed.

TO THE ARCHITECTURAL CONTROL COMMITTEE:

I / WE REQUEST APPROVAL IN ACCORDANCE WITH THE DOCUMENTS OF WINDRUSH BAY CONDOMINIUM ASSOCIATION, FOR THE FOLLOWING CHANGE TO THE ABOVE REFERENCED ADDRESS. PLAN AND SPECIFICATIONS OF SUCH CHANGE ATTACHED:

BUILDING COMMITTEE: BOARD OF DIRECTORS:

RECOMMENDED _____ APPROVED _____

NOT RECOMMENDED _____ NOT APPROVED _____

CONDITIONS OF OPINION:

CONDITIONS OF OPINION:

DATE: _____ DATE: _____

ACC AUTHORIZED SIGNATURE TITLE / POSITION

WINDRUSH BAY CONDOMINIUM ASSOCIATION

ALTERATION APPROVAL FORM

Page 2

1. All alteration requests must be accompanied by two (2) sets of plans and specifications for the proposed improvement.
2. Any alteration request must be mailed, faxed or e-mailed to the address listed below. AmeriTech will coordinate you approval with the Building Committee and Board of Directors,
3. The decision of the Board of Directors shall be forwarded by mail or e-mail to the homeowner.
4. No improvement, construction, or alteration may commence without the written permission of the Board. Should any work be started without the required approvals, such work shall be considered as a violation of the covenants, conditions, and restrictions and be turned over to the Board of Directors for enforcement which could include possible legal action.
5. In the event of a request being denied, the unit owner may exercise their rights of appeal, by resubmitting

an alteration request to the Building Committee and the Board of Directors. The Board of Directors shall allow the unit owner to present their appeal as an agenda item at the next regularly scheduled Board meeting.

6. Alteration request may be obtained from:

Windrush Bay Condominium Association Website

WindrushBay.com or

Ameri-Tech Property Management

24701 US Hwy. 19 N., Suite 102

Clearwater, FL 33763

Phone: 727-726-8000 X 256

Attn: Building Committee