BOARD APPROVAL REQUEST FOR OWNER PROJECT

BLUE WATER CONDOMINIUM ASSOCIATION or BLUE WATER MARINA

Latest revision 09/25/2017

**Owners often become involved in various remodeling projects at their condominium units. When doing so, an owner is encouraged to acquaint his or herself with the declarations and by-laws for our association. They clearly explain what is owned by the owner and as well what is owned by the association. In either case, the owner is accountable and liable for his or her action or inaction and the loss and damage that may result from it either immediately or over time. If an owner is about to begin a project involving electrical, structural, carpentry or concrete pouring; they may welcome some advice from the Board. Blue Water Board members are multi-skilled and resourceful in these matters. Most likely one of the Board members or one of their contacts can help out with the prerequisites to keep an owner from making poor and uninformed decisions which may lead to damage or loss and liability situations. Owners are encouraged to reach for them and let them know what he or she is about to do. An owner can do so by completing this form and forwarding it to:**

 **Blue Water Condominiums,**

 **C/O Associated Property Management,**

 **5090 Park Ave. West, Seville Ohio 44273.**

**The Board will in turn acknowledge the project prior to its start. The owner may be asked if they would like some educated advice.**

**Contractors must be:**

* Licensed by the State and local licensing agencies when such licensing is required by them.
* Well informed about the project’s requirements and the conditions under which it must be done. Failure to do so will not relieve the contractor of his obligation to furnish the labor, material, and equipment to carry out the provisions of the awarded contract
* Holders of Automobile liability and CGL insurance policy in the amount of $1,000,000 **and name Blue Water Condominium Association or Blue Water Marina and its owners as additionally insured** while working on our projects.
* Insured under Ohio Workmen’s Compensation Insurance.
* Sure to provide a copy of the Liability and Compensation insurance certificates to be filed at Associated Property Management at the above address before the start of the work.
* Prepared to provide references for similar work they have performed.

**Owner Requirements:**

**General;**

* All work and materials must conform to local and state construction codes.
* Described requests must include: a sketch showing plan location, and at least one elevation sketch.
* Board acknowledgements required to be in hand for all modification projects prior to the start of any work.
* Your project as requested or executed is not allowed to interfere with other owner’s residence activities
* All project debris must be removed from Blue Water property. Blue Water’s dumpster is not a construction dumpster. Use it wisely and be a good neighbor. The dumpster is always emptied on Monday morning. If there is room in it Sunday after 6 pm, owners are welcome to place their project refuse in the dumpster. Otherwise, owners must provide their own project dumpster.
* Construction vehicles which exceed 3 ton gvwr. are not allowed off the roadways at Blue Water.
* Construction vehicles must be removed from Blue Water over weekends and holidays. Only the parking area at the North end of the tennis courts is allowed for parking of contractors trailers and dumpsters.
* Making ruts in the lawn and driving over landscape will not be tolerated. Contractors must make provision to spread and or matt the loads that are placed.
* Contractors must warranty the work for a minimum of one year.
* Contractor must clean and secure the work area each shift end before leaving the property
* Upon completion of the acknowledged work, the owner is required to advise the Board. The Board may want to review the work as completed and determine whether Association property or members have been put at risk.

**Interior:**

* Owners are advised that electrical work, carpentry, wall removals, ceiling removals etc. is risky and requires knowledge and skill. The Board is willing to review the work with the owner and or the chosen contractor. Please reach for them. Remember, owners are liable for their actions and inactions.
* **Exterior;**
* If the project is a patio modification, concrete patios may not extend farther than 120 inches from the back of the condo unit. Corner units may have patios extending no more than 60 inches beyond the side and no farther forward than where it will touch the chimney. Middle unit owners may have their patio extended up to 4 ft into the widest landscape bed area between condos.
* Center units are additionally allowed a 24 inch extension into the landscape bed on the sliding entry door side of the patio.
* All poured concrete must have a minimum finished slope of 1.5 % away from the condo building.
* Concrete truck wash downs are not allowed on Blue Water property.
* Concrete poured outdoors must have either fiber mesh or wire mesh in the pour.
* Patio concrete must be a minimum of 4 inches thick and be a minimum of 4000 psi class “C”.
* Requests must include a sketch of any landscape modifications.. Owners who remove existing landscape or bushes or lawn are expected to replace it with an equivalent or approved equal and to describe the replacement on the plan sketch.
* Construction work hours will be allowed between 8 am and 5 pm Monday through Friday. No weekend or holiday working is allowed.
* All poured concrete which will be adjacent to any Blue Water structure must also have an installed expansion joint which protects the structure. Contractors must take precautions to protect the exterior building surfaces. Splashing of concrete and denting of siding will be at the expense of the

owner.

BOARD APPROVAL REQUEST FOR OWNER PROJECT

BLUE WATER CONDOMINIUM ASSOCIATION or BLUE WATER MARINA

Latest revision 09/25/2017

**Requested By**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Condo Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mailing Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Describe the Request:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Owners Planned :**start** date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ completion date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Directed **Questions** and comments to : Preferred Contractor:

 Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Street, City, State, Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Board Assigned Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Blue Water Owner Request:**

 **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Blue Water Board Acknowledgement of Project:**

 **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**