

**ARCHITECTURAL REVIEW COMMITTEE
REQUEST FOR MODIFICATION
WEDGE WOOD AT THE STRAND.**

Date: _____

I, _____, hereby request approval by the Architectural Review Committee for the modification shown to address located at

Address: _____ City: _____ Zip _____

Home Phone No.: _____ Cell: _____ Phone No.: _____

Email: _____

Describe scope of work/project (provide ALL flooring materials, including waterproofing or sound attenuation, based on location within condo, ONLY):

Please include the following:

- Name of Company Performing Work
- Copy of all City, County & State Licenses
- Drawings of improvements drawn to scale and on survey, or any information needed to explain your plan, example: photo
- Certificate of Insurance- **See Page 3 for Description**
- Permits - Where Applicable for City, County, State

** Any expense incurred due to City/County code changes will be the responsibility of applicant.

PLEASE BE ADVISED THAT INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

I/We hereby make application to the Architectural Review Committee for the above-described item to be approved in writing by the Architectural Review Committee and the Board of Directors.

I/We understand that approval of our request must be granted before I/We can have the job started. I/We also acknowledge that we could be forced to have the item removed if it is installed without approval. I/We also acknowledge that this request is granted AS PRESENTED to the Committee and must be completed as presented. Any changes are not approved and will not be accepted without the approval of the Committee. I/We understand that the Architectural Review Committee has up to 30 days to approve this request. Approval is conditional pending issuance of all required building permits, as required by Collier County.

Signature of Applicant

Signature of Applicant

Please return or email form and all information to the address below:

c/o Seacrest Southwest
1044 Castello Drive, Suite 206, Naples, FL 34103
Phone: 239-261-3440 Ext. 129

SUBMIT TO: Jamie Must - jmust@seacrestsw.com

The above request for modification to address _____ has been:

() DISAPPROVED () APPROVED () APPROVED WITH CHANGES OUTLINED IN LETTER

DATE: _____ CHAIRPERSON ARC: _____

Notice to all Wedge Wood Unit Owners

- All work performed in any unit requires a licensed and insured contractor, i.e. hot water heaters, painting (other than owner), remodeling kitchens, bathrooms, HVAC replacements, toilets, sinks, faucets, any work in the electric panel, including breaker replacements and new breakers.
- All remodeling including but not limited to kitchens, bathrooms and hot water heater replacements require a city and or Collier County permit(s)
- All flooring replacements or changes on the second-floor units require a licensed and insured contractor, per Collier County building department. Second floor units require the installation of a sound attenuation underlayment over concrete slabs or existing flooring materials. The industry offers a couple of acceptable options for underlayment materials. Manufacturers of sound attenuation underlayment recommend a peel & stick membrane directly over concrete slabs or a composite underlayment over existing flooring materials. Both products are required to achieve a minimum 72 IIC (Impact Insulation Class) and STC (Sound Transmission Class) rating. Proflex manufactures products that achieve these ratings. Proflex MSC-90 is the peel & stick product. Proflex LV-200 2mm LVT/LVP underlayment for laminated flooring installations over existing flooring. The ARC Committee will review equivalent products that meet or exceed the IIC & STC ratings. The board recommends that first floor units install Proflex or equivalent products too. ARC must approve all flooring replacements or changes. Any Lanai adding or changing flooring materials are required to apply a Proflex Hydra-Seal or equal waterproofing. Second flooring showers require a waterproofing membrane and shower pans.
- All unit remodeling, including but not limited to kitchens, bathrooms and flooring changes or replacements require a "Request for Modification" from our Management Company and ARC (Architectural Review Committee) approval. See attached copy of ARC form
- Each contractor working in Wedge Wood Community is required to provide certain insurance limitations, that are submitted on a Certificate of Insurance from the contractor's insurance company. See separate list of insurance limits/requirements.
- Unit owners should advise their GC, painting contractors, flooring contractors etc that: "walk thru inspection by a member of the ARC committee" are part of the ARC approval process"

Certificate of Liability Insurance Requirements

- Producer of COI, contractor's insurance company. Information shall include Name, address and phone number of insurance co.
- Insured: Name, address and phone number of contractor(s) being insured

Type of Insurance

- Commercial general liability

Limits

- | | |
|--|-----------|
| • Each occurrence | \$1mm |
| • Damage to rented premises (ea. occ.) | \$100,000 |
| • Med exp (any one person) | \$10,000 |
| • Personal & Adv injury | \$1mm |
| • General aggregate | \$2mm |
| • Products – comp/op aggregate | \$2mm |

Vehicle Liability

Limits

- | | |
|----------------------------------|----------|
| • Bodily injury (per person) | \$10,000 |
| • Bodily injury (per accident) | \$20,000 |
| • Property damage (per accident) | \$10,000 |

Workers Compensation and employers Liability

Limits

- | | |
|-----------------------------|-------|
| • E.L. each accident | \$1mm |
| • E.L. disease ea. employee | \$1mm |
| • E.L. disease policy limit | \$1mm |

Description of Operations/location: outline of the scope of work and the address for each specific project.

Certificate Holder: Contractor MUST contact insurance carrier to add Certificate Holder to read:

**Wedge Wood at The Strand
c/o Seacrest Southwest
1044 Castello Drive, Suite 206,
Naples, FL 34103 Phone: 239-261-3440**

Jmust@seacrestsw.com