



## Oceana South Architectural Review Form

All repairs/replacements done to any exterior portion of the unit must be approved PRIOR to the commencement of work.

**Date** \_\_\_\_\_ **Unit Owner Name** \_\_\_\_\_

**Unit #** \_\_\_\_\_ **Contact phone & email** \_\_\_\_\_

**Contractor Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Contractor License #** \_\_\_\_\_ **Is contractor insured/bonded?** \_\_\_\_\_

**Starting date** \_\_\_\_\_ **Completion date (est.)** \_\_\_\_\_

### Unit owner signature

**Please select the project type below. You must submit a separate application for each type.**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Replace West Window   | <input type="checkbox"/> Replace East Sliding Doors | <input type="checkbox"/> Replace Hurricane Shutters |
| <input type="checkbox"/> Replace Entry Door  | <input type="checkbox"/> Enclose Kitchen Balcony    | <input type="checkbox"/> Tile Balcony Floor         |
| <input type="checkbox"/> Other: Please describe your project—use back of sheet if necessary. |   |   |

### Instructions:

- Projects may NOT begin until approved. Removal of unauthorized projects will be at the owner's expense.
- Allow 30 days for approval. This is to allow the Board to consider the project and request additional information if needed.
- Describe the project and include a materials listing, product specification sheets and installation guidelines.
- All exterior window/sliding door frames must be bronze. All screening must be charcoal.
- All hurricane shutters must be accordion type, ivory in color and meet the Miami/Dade County specifications.
- Windows may not have a mirror tint.
- Windows must conform to original windows, but impact glass is allowed.
- The unit owner will be held responsible for obtaining any and all required permits prior to work commencing.
- Contractors are permitted to work from 8:00 a.m. to 5:00 p.m. weekdays. Saturday work is allowed, but must be approved 72 hours in advance.
- NOTE: Owners are encouraged to monitor their contractors. All common property (elevators, catwalks, railings, walls) will be inspected after project completion. Cost to repair any damage will be billed to the unit owner.
- Owners must submit a copy of the contractor's Workers Compensation insurance certificate.
- Return completed form and requested documentation to the Association Office.

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- Approved                       Approved with conditions     Rejected  
(see attached)