

REQUEST TO MODIFY OR ALTER UNIT
INSTRUCTIONS

OWNER COPY

The Creciente Condominium Declaration states:

9.3 Additional Unit Owner Obligations. In connection with his maintenance, repair and replacement obligations, the unit owner shall also have the responsibility to obtain the prior written approval of the Association, through the Board of Directors, before performing any maintenance, repair or replacement which requires: changes or alterations to the physical outward appearance of the condominium property; excavation; access to building roofs; removal or modification of any load bearing walls, or cabinets; relocation of plumbing or electrical lines of fixtures; the use of heavy or noisy equipment; such other actions as may cause concern for the peace and safety of the condominium and its residents or the aesthetics of the condominium property. The Association may condition such approval on criteria as the Board deems reasonable, including but not limited to:

- (A) Preservation of uniformity of appearance;*
- (B) Use of licensed and insured contractors;*
- (C) Right (but not duty) of oversight by the Association or its agent;*
- (D) The Unit Owner submitting plans as to the scope of the contemplated repair;*
- (E) Restrictions as to hours of work;*
- (F) Imposition of time limits in which jobs must be completed and prohibitions against major renovations during certain times of year.*
- (G) Restrictions regarding equipment that may be parked or stored on or near the Condominium Property during construction.*
- (H) Restrictions regarding the storage of materials and supplies necessary for the construction to be performed.*

Unit owners may not engage in extensive remodeling work or heavy construction activity, except with prior approval of the Board of Directors. Extensive remodeling and heavy construction shall be defined by the Board of Directors from time to time, and shall include but not be limited to activities involving the following:

- (A) Activities involving the use of power equipment such as jackhammers, drills, saws, and the like which create substantial noise as determined by the Board.*
- (B) Activities resulting in the creation of substantial noise that can be heard outside of the unit, regardless of whether power equipment is used or not, as determined by the Board.*
- (C) Activities rendering the unit uninhabitable during the performance of the work.*
- (D) Activities requiring the storage of materials or equipment on the premises outside of the unit.*
- (E) Activities involving the presence of work crews or significant numbers of workers, as determined by the Board.*
- (F) Activities requiring the use of scaffolding, booms, or other forms of exterior access.*

Nothing shall preclude the Association from acting as the owner's agent and obtaining the services of contractors to perform unit owner maintenance responsibilities, provided that the Association and the owner so agree and provided that the owner is deemed to consent to reimbursement of expenses incurred, secured by such rights as exist for collecting common expenses under these condominium documents.

Please complete the attached forms in keeping with the Creciente Condominium Declaration.

9.5 Unit Floor Coverings. All units above the ground floor shall always have the floors covered with wall-to-wall carpeting, except in kitchens, bathrooms, balconies, and entrance foyers, except as provided below. Hard floor surfaces (tile, marble, wood, etc.) may only be installed upon prior written approval of the Board of Directors, which shall condition its approval on the unit owner's proof of the installation of appropriate sound-deadening material. Specifications for sound proofing of hard flooring must be approved in writing by the Board or its representative, prior to installation, and then the installed sound proofing must be inspected and approved prior to installation of the hard flooring. The minimum sound proofing material that will be approved shall be of such kind and quality to achieve STC and IIC ratings of at least 47 in bathrooms and 52 in all other areas; and as the Board may further specify. (For example, independent laboratory tests have indicated that Laticrete 18 has STC and IIC ratings of 47 and Laticrete 18 Plus has STC and IIC ratings of 52.)

CRECIENTE CONDOMINIUM ASSOCIATION

REQUEST TO MODIFY/ALTER UNIT

UNIT # _____ OWNER: _____

The undersigned requests permission to modify the condominium property and submits the following true and correct information in support of the request:

BRIEF DESCRIPTION OF PROPOSED MODIFICATION:

DOES THE MODIFICATION PRESERVE THE UNIFORMITY OF THE APPEARANCE OF THE CONDOMINIUM BUILDING EXTERIOR? (YES or NO) IF NO, EXPLAIN:

DOES THE CHANGE INVOLVE ANY STRUCTURAL CHANGES TO THE CONDOMINIUM PROPERTY? (YES or NO) IF YES, EXPLAIN:

NAME AND ADDRESS OF PERSON DESIGNING PROPOSED MODIFICATION

CONTRACTOR(S)

PERMIT # _____ ESTIMATED COMPLETION DATE _____

CONTRACTOR LICENSE # _____

CONTRACTOR INSURANCE CERTIFICATE ATTACHED? (yes, no)

Respectfully submitted this _____ day of _____ 20____

Owner Signature

Note: Please attach additional information supporting proposed modification such as a sketch or drawing

CRECIENTE CONDOMINIUM ASSOCIATION

APPROVAL OF MODIFICATION OR ALTERATION OF UNIT

UNIT # _____ OWNER: _____

You are hereby notified that the Board of Administration has approved the proposed modification or alteration requested by you on _____ 20 _____. This approval is limited strictly to the modification or alteration described in the plans and specifications submitted by you and must be performed by the contractor shown on your application.

This approval will be revoked immediately if a change is made in the contractor performing the work or if there is a departure from the approved plans and specifications.

Management may do periodic inspections and digitally photograph the work.

In accepting this approval you shall assume responsibility for any damages resulting from the modification or alteration. You must restore the remaining condominium property to its original condition at the conclusion of the work authorized by this approval.

BY ORDER OF THE BOARD OF ADMINISTRATION

Officer, Creciente Condominium Association

Dated: _____