

BEACH MANOR VILLAS SOUTH, INC.

Managed by KEYS-CALDWELL, INC. 1162 Indian Hills Blvd., Venice, FL 34293

Telephone: (941) 408-8293 Email <https://kcl.cincwebaxis.com>

WINDOW/DOOR REPLACEMENT STANDARD

WHEREAS, the Board of Directors, (hereinafter referred to as the "Board"), of BEACH MANOR VILLAS SOUTH, INC. (hereinafter referred to as the "Association"), is required to maintain the uniform appearance of the exterior of the units within the Association which shall include type, style, color and such other factors deemed relevant by the Board; and

WHEREAS, the Board shall not refuse to approve the installation or replacement of windows/doors conforming to the specifications adopted by the Board; and

WHEREAS, (1) The structural integrity of each building is important, and (2) The type, style, color and quality of windows to be installed is important, and (3) The method of attachment, installation, and placement of each window/door is important, and (4) The resultant exterior appearance of each building is important;

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF BEACH MANOR VILLAS SOUTH, INC. that the following Exhibits attached hereto and made a part hereof, be adopted as The Beach Manor Villas South, Inc. Window/Door Replacement Policy, effective _____:

EXHIBIT A	Application and Approval Procedures
EXHIBIT B	Responsibility
EXHIBIT C	Liability
EXHIBIT D	Window/Door Replacement Specifications
EXHIBIT E	Application for Approval to Proceed with Installation of Exterior Windows/Doors

ADOPTED by the Board of Directors this ____ day of _____, Year _____.

BY: _____

President of the Association

EXHIBIT A

APPLICATION AND APPROVAL PROCEDURES

1. Each Unit Owner desiring to replace exterior windows/doors shall comply with each of the procedures, provisions, requirements and specifications of this Window/Door Replacement Policy, unless specifically authorized by the Board to the contrary.
2. Each Unit Owner wishing to replace exterior windows/doors shall submit to the Architecture Review Committee ("the ARC") a completed Application For Approval To Proceed With Installation Of Exterior Windows/Doors form (See EXHIBIT E), together with such other documentation and information as may be specified in this Policy and /or reasonably requested by the ARC. Such documentation and information shall include, but not necessarily be limited to: (a) the exact location and placement of each replacement window. The windows to be replaced must include all windows on the same side of a unit; and, (b) the exact location of door openings. A door opening onto carport and/or patio may be installed at the time of window replacement on that side of unit or may be installed at any time as a separate application for approval; and, (c) the identity of the manufacturer and the installer, as well as the color, style, type of frame material and type of glass to be used; and, (d) the method of window/door attachment; and, (e) the type, size and placement of all mull bars, mull clips and all other anchors, brackets, etc. as may be required.
3. Applications shall also include applicable test data and reports indicating that the windows/doors to be installed are designed to comply with and will be installed to comply with the South Florida Building Code and all applicable local codes.
4. Applications shall also include proof that every individual or entity who will be installing the windows/doors: (a) has in effect all permits and licenses required to perform this type of work; and, (b) that they carry Liability Coverage in an amount of not less than One Million (\$1,000,000.00) Dollars; and, (c) that they are covered by Florida's Worker's Compensation Insurance, if required to do so by law. A Worker's Compensation Exemption Form covering only one person may be acceptable provided that the one person named in that form will be the only person performing work at the site.
5. The ARC will have ten (10) days from the date it receives all of the information and documentation required as a part of the Application process to recommend to the Board either approval or disapproval of the Application. A recommendation by the ARC to disapprove the application shall specify the basis for that recommendation, and the modifications, if any, to the Application that could result in a recommendation for approval.
6. The Board shall consider the Application and the recommendation of the ARC at its first meeting following the ARC action, and shall vote at that meeting to either approve, disapprove, or request modification of the Application.

EXHIBIT B
RESPONSIBILITY

1. It is expressly understood that each Unit Owner is responsible, either directly or through his or her agents:
 - a. for all costs relating to the installation and maintenance of said windows/doors; and,
 - b. for the obtaining of any and all necessary building or zoning permits as may be required by applicable city, county, state, or other governmental entities with respect to the installation of said windows/doors; and,
 - c. for the proper installation of said windows/doors, including, but not limited to the following requirements: (1) that the installing company or manufacturer be appropriately licensed, as required; and, (2) that the installing company, manufacturer, or individuals be knowledgeable with respect to the type of installation to be made; and, (3) that all anchorages be sized and spaced so as to properly transfer the design loads of the installed windows/doors to the host structure, finishes or waterproofing systems, etc.; and, (4) that all fasteners and attachment hardware meet all applicable current State, County and City wind codes; and,
 - d. For the maintenance of said windows, including, but not limited to the following requirements: (1) that all windows/doors be maintained in a proper working order; and, (2) that all windows/doors be maintained so that they are free of excessive dirt and debris.
2. It is further expressly understood and agreed that all conditions as contained in any Exhibit hereto, shall be binding upon said Unit Owner, his or her heirs, successors or assigns, and shall be a condition implied in any conveyance or other instrument affecting the title of the affected Unit

EXHIBIT C

LIABILITY

1. The intent of the Board is that the total cost relating to the installation, repair, and maintenance of any Unit Owner's window/door system be the total responsibility of said Unit Owner. It is further assumed that each Unit Owner acquiring windows/doors will properly maintain them. The following provisions are intended to protect the Association and its members in the event that some claim or expense is incurred by the Association in the event that someone does not maintain their windows/doors as anticipated, and to outline the procedures that will be followed.
2. The Unit Owner agrees to indemnify, defend and hold harmless the Association from any and all claims, actions, costs, or expenses of any nature whatsoever, including but not limited to attorney's fees, arising out of or caused by said windows, to the extent that such claims, actions, costs, or expenses are not covered first by the general comprehensive liability insurance policy of the Association, if and as applicable.
3. If the Unit Owner fails to maintain his window/door system or fails to make repairs to it as needed, then the Association shall have the right to have such maintenance or repairs performed, but only after reasonable written notice to the Unit Owner by the Association. All costs of such maintenance or repairs incurred by the Association shall be the responsibility of that Unit Owner, who shall immediately reimburse the Association for such costs upon being presented with an Invoice for those costs.
4. As security for any payment owed the Association in accordance with either of the above paragraphs, and in accordance with applicable Law, the Association shall have a lien on the Owner's Unit for all of said costs and expenses which shall be considered an assessment against the Owner's Unit.

EXHIBIT D

WINDOW/DOOR REPLACEMENT SPECIFICATIONS

WINDOWS

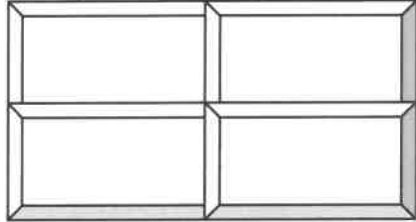
1. COLOR: Only WHITE is acceptable to the Association.
2. FRAME TYPE: The word "type" means material type. There are two (2) types of Frames which are acceptable to the Association.
 - a. Aluminum
 - b. Vinyl
3. STYLE: There are two (2) styles of windows which are acceptable to the Association.
 - a. Single Hung
 - b. Double Hung
4. GLASS TYPE: The word "type" means material type. There are two (2) types of Glass which are acceptable to the Association.
 - a. Laminated
 - b. Insulated Laminated
5. GLASS TINT: Only CLEAR is acceptable to the Association.
 - a. Bath window may be opaque (frosted)
6. GENERAL SPECIFICATIONS: All replacement windows in a unit must be of the same frame type, style and glass type.
 - a. Standard design with no Muntins inside or outside.
 - b. Window screens are to be fiberglass mesh, supplied by the manufacturer specifically for the window and fitted at the time of installation to ensure a complete unit. No after market or do it yourself screens will be acceptable to the Association.

See EXHIBIT D-1 for illustrations of the style of window (s) that can be used.

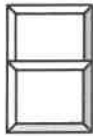
EXHIBIT D-1

WINDOW STYLES FOR PROPOSAL

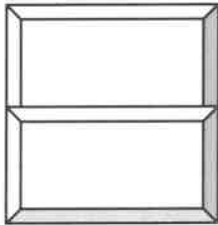
LIVING ROOM



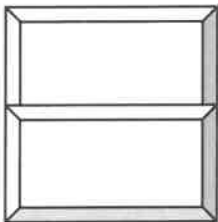
HALF BATH



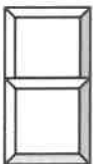
MASTER BEDROOM



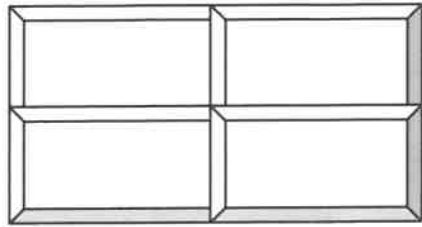
GUEST BEDROOM



BATH

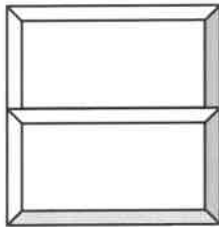


SUNROOM



SIDE WINDOWS ON END UNITS

Bedroom and living room windows are different sizes but must be the same style as the rest of the house.



DOORS

FRONT DOORS Only a Solid White Six Panel door and frame with Side Lite.

- Front door may be reversed to open inward.
- Side lite may be located on either side.
- Screen door may be added.

CARPORT DOORS: Only a White Door and Frame with either of the following.

- Full Length window. Window may be either Laminated Glass, Clear or opaque (frosted), with or without Mini Blinds inside the clear glass with no Muntins inside or outside.
- Double or Single hung window with screen for ventilation is acceptable to the Association.

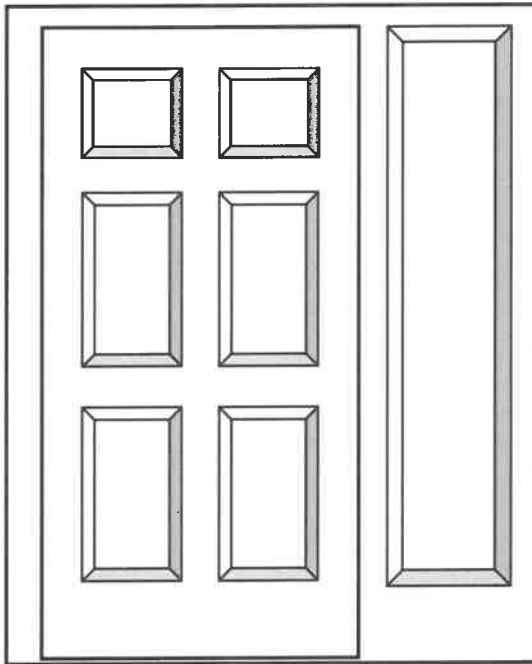
LAUNDRY ROOM DOOR Only a White Door and Frame with a Double or Single hung Window with Screen for ventilation with no Muntins inside or outside.

See EXHIBIT D-2 for illustrations of the style of door that can be used.

EXHIBIT D-2

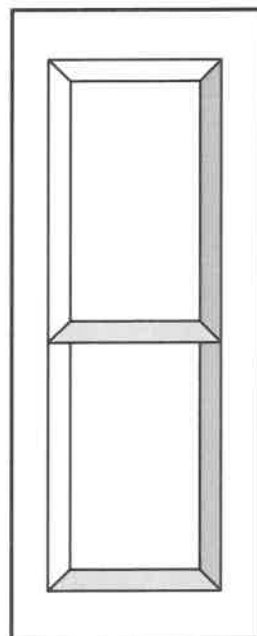
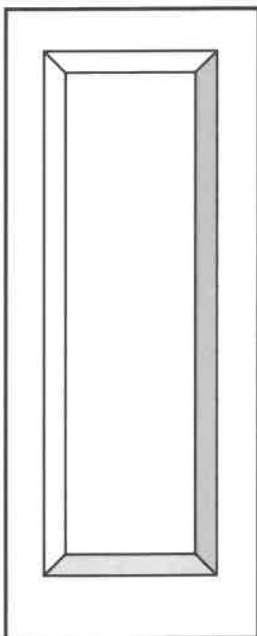
DOOR STYLES FOR PROPOSAL

FRONT DOOR



BACK DOOR

OR



LAUNDRY ROOM DOOR

(3/4 OR FULL LIGHT WITH SCREEN SECTION FOR VENTILATION)

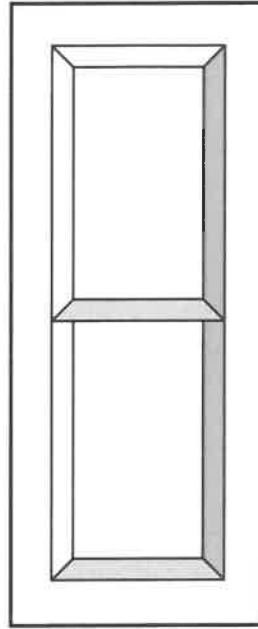
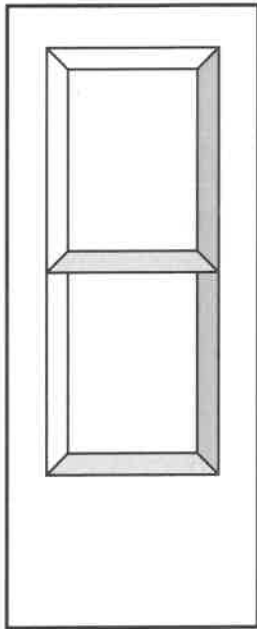


EXHIBIT E

**APPLICATION FOR APPROVAL TO PROCEED WITH INSTALLATION OF
EXTERIOR WINDOWS/DOORS**

TO: ARC COMMITTEE AND BOARD OF DIRECTORS, BEACH MANOR VILLAS SOUTH

ARC Member Signature Acknowledging Receipt of Application:

Name _____ Date Received: _____

FROM:

Unit # _____ Name _____

**SUBJECT: Application For Approval To Proceed For Installation of Exterior
Windows/Doors***

Number of Windows on, N _____ S _____ E _____ W _____ side (s) of Unit to be replaced.

Total _____

Doors to be replaced: Yes _____ No _____

*To be considered, application must be completed and submitted with all required Exhibits.

It is requested that I, (we), be permitted to proceed to install Exterior Windows/Doors, for the subject unit, according to the Association Board of Directors' Resolution "Window/Door Replacement Policy".

I, (we), acknowledge, understand and agree to abide by the TERMS AND CONDITIONS of the Beach Manor Villas South, Inc. Window/Door Replacement Policy and will make the installing contractor aware of same. I, (we), am responsible for maintenance, repair, and replacement of the installed Exterior Windows/Doors.

Unit Number _____

Unit Owner Signature _____ Date _____

Approved _____ Rejected _____ See Attachment _____