**BAYWINDS COMMUNITY ASSOCIATION, INC.**

**ARCHITECTURAL CONTROL COMMITTEE (ACC)**

**Master Application for Alterations**

**PLEASE PRINT** Application #: \_\_\_\_\_\_\_\_\_\_

Name of Owner(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Lot #: \_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Neighborhood: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Start Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Completion Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Approval is hereby requested for the alteration(s) described below:**

TYPE OF ALTERATION: (Please Check) DESCRIPTION OF ALTERATIONS

\_\_ Change to Roof Color, Material or Design \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_ Install Solar Lights \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_ Install Sky Lights \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_ Install Satellite Dish \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_ Install Permanent Generator and Fuel Tank \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_ Change to Footprint or Façade of Home \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 IF ADDITIONAL INFORMATION IS ATTACHED, CHECK HERE \_\_\_\_

**TO AVOID DELAYS IN REVIEW, THIS APPLICATION MUST BE ACCOMPANIED BY:**

* Copy of the Plat Survey indicating the location of the alteration to be constructed,
* Sketch of the proposed alteration with actual dimensions and indicating the design, size, shape, color, etc. or the proposed alteration
* Copies of all Contractors Licenses
* Copies of all Contractors Liability and Workman’s Compensation Certificates

If approval is granted it is not to be construed to cover approval of any City Code or Baywinds Community Association requirements. A building permit from the City of Palm Beach Building Department is needed on most property alterations or improvements. No improvements can be placed beyond any easement. Additionally, the owner is responsible for insuring compliance with all terms and conditions of the Community Standards of the Baywinds Community Association and of the Neighborhood in which the home to be altered is located.

As a condition [precedent to granting approval of any request for a change, alteration, or addition to an existing basic structure, the applicant, the heirs, and assignees thereto, hereby assume sole responsibility of the repair, maintenance, replacement or damage of any such change, alteration addition can cause. It is understood and agreed that the Baywinds Community Associaito5n and Property Management Company are not required to take any action to repair, replace, or maintain any such approved change, alteration, addition or damage. If approval is granted, a copy of ay required building permit MUST be sent to the Management Company to be included in your permanent file. NO ALTERATION CAN BE STARTED WITHOUT ACC APPROVAL, AND CITY BUILDING PERMIT(S) WHEN REQUIRED. The approved application will be valid for 90 days. If alterations are not started within this period a new application will be required.

WAIVER OF LIABILITY

I hereby agree that any and all liability caused by or arising from any acts which may increase the hazard of susceptibility to loss on the described premises shall not be held against the Baywinds Community Association, the Association of the Neighborhood in which the described premises is located or the Management Company, “as their interest may appear”, and they shall be held harmless from any liability arising there from and indemnify them for all loses, costs, expenses, and attorney’s fees in connection with any such alteration or addition to their unit.