

**VALENCIA GARDEN CONDOMINIUM III  
REQUEST FOR ARCHITECTURAL MODIFICATION**

Reference: Amended and Restated Declaration of Condominium

Article VII, Section 7.2, Subsection (c): Unit Owner Alteration and Improvement: Subject to other provisions of Section 7.2 and which sections in all cases shall supersede and have priority over the provisions of this subsection when in conflict herewith, *NO unit owner shall make any alteration or improvement to this unit, the common elements or Association property unless he has first obtained approval in writing of the Board of Directors of the Association.* A unit owner wishing to engage in alterations or improvement to the common elements must submit detailed plans and specifications to the Board of Directors of the Association, together with such documentation and information as may be requested by the Board. The Board of Directors shall have the authority to approve or disapprove such requests by unit owners, subject to such terms and conditions as may be imposed by the Board, including but not limited to the requirement for a written assurance from the unit owner that they will thereafter be responsible for all maintenance, repair and replacement of any portions of the property so altered or improved. In no event may an owner jeopardize the safety or soundness of a Building or impair any easement. If said owner has received the above approvals, then the unit owner may make such alteration or improvement at his sole and personal expense, provided all work shall be done without disturbing the rights of other unit owners; and provided that all alteration and improvements shall be in compliance with all existing building codes; and no alterations shall cause any increase in any insurance premium to be paid by the Association. A unit owner shall be responsible for the maintenance, repair and replacement of any alterations or improvements to the Unit or Common Elements which he or she or his or her predecessors install; provided however, nothing herein shall be construed to allow an owner to alter or improve the condominium property without prior Association approval as elsewhere required.

Please review the above reference prior to completing this form. This request form is to be completed by the Unit owner and submitted to the Architecture Committee (AC) via the Management Company. Approval must be received in writing before any work commences. Failure to do so may result in the need to remove any work completed. Only one modification per form is permitted. Please complete this form in its entirety and mail to:

DELLCOR MANAGEMENT, INC.  
310 Pearl Avenue,  
Sarasota, FL 34243  
Attn: Dan Dell'Armi

UNIT \_\_\_\_\_

OWNER/S (print) \_\_\_\_\_

Address \_\_\_\_\_

Email Address (if you consent to email communication) \_\_\_\_\_

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

Date: \_\_\_\_\_

(continued on reverse side)

**GENERAL DISCRIPTION OF REQUEST**

**I/we hereby request approval for**

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(use additional page, if needed)

**DETAILED DESCRIPTION OF REQUEST**

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(use additional page/s, if needed)

Specifications (a copy of the plans or suitable drawing or pictures **MUST** be provided)

Estimated date of completion\_\_\_\_\_

**ARCHITECTURE COMMITTEE RECOMMENDATION:**

**APPROVE** \_\_\_\_\_

**DISAPPROVE** \_\_\_\_\_

**APPROVE WITH THE FOLLOWING CHANGES** \_\_\_\_\_

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(use additional page, if necessary)

**AC Committee & Chair** \_\_\_\_\_ **Date** \_\_\_\_\_

**THE ABOVE REQUEST FOR MODIFICATION TO UNIT \_\_\_\_\_ HAS BEEN**

**APPROVED** \_\_\_\_\_

**DISSAPPROVED** \_\_\_\_\_

**BOD Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**ADDITIONAL COMMENTS:** \_\_\_\_\_

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