

Banana Bay Condominium

Approval Form for Addition of Hurricane Shutters for an Individual Unit

SPECIFICATIONS FOR HURRICANE SHUTTER

Banana Bay Condominium Board and / or Manager have the responsibility to review in advance, all shutter installation.

Owner’s contractor must submit to the Board:

1. Proof of liability and Workman’s Compensation insurance
2. Current Brevard County Business license
3. Proof that the City of Cocoa Beach has given engineering approval
4. Color samples of the shutters
5. A building permit

Submit the above information to the Banana Bay office in the club house or our management company:

Michelle Davis, Manager
 Reconcilable Differences, Inc
 Community Association Management
 2560 Palm Lake Drive,
 Merritt Island, FL 32952
 Office: 321-453-1585 Fax: 321-305-6199
 E-Mail: Office@RecDif.com

The owner must give the Board sufficient notice of intent to install balcony shutters so the balcony deck can be inspected for deck deterioration, and any required deck repairs can be completed before shutter installation begins. It is also imperative that the midrise shutters on the north side be installed so as not to compromise the hollow core slab of the screen porch area. The hurricane shutters must be installed against the living room and bedroom sliders and not on the outside of the screened porch attached to the hollow core slab.

If balcony deterioration of any kind occurs after shutter installation, the Board has the obligation and the right to repair the balcony, and will do so at Association expense. The Association will not pay for the removal or installation of shutters and will not pay for any damage of any shutter system caused by defect in the balcony that may occur after shutter installation. Banana Bay Condominium will not be responsible for any damage incurred to shutters, as this is the owner’s responsibility.

The unit owner shall be solely responsible for damage caused to the building by water intrusion resulting in damage due to improper installation. Installation, repair, replacement and maintenance of such shutters in accordance with the procedures set forth herein shall not be deemed material alteration to the common elements within the meaning of the Condominium Act.

Type:	Accordion
	Rolldown
	Bracket Style
Installation:	Shutters shall be installed either on the outside (patio side) of living room and bedroom sliding doors or just inside the balcony screen or railing in the midrise units.
	All shutter fasteners shall be non-rusting with stainless steel screws, plastic anchors, and appropriate caulk.
	Shim bottom track up 3/16th of inch for water drainage using aluminum shim.
	Bracket Style with rust proof, non-corrosive brackets are to be mounted permanently above and below the window or door opening. Protective material of wood or metal to be installed only when evacuation orders are issued. These must be removed within 72 hours of evacuation order being lifted. The location of the brackets must be approved

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	by management. This will assure locating the brackets in the proper support so that the building is not damaged. Plywood must be cut down to fit the proper area. The 8 ft. sheets miss the wood frame and cannot be installed correctly.
Color:	Color of all installations after 2004 must match building (Ivory or Cream).
	Aluminum box housing roll down shutter to be same color.
	Accordion Shutter for balconies to be same color also
	Bracket Style will pain brackets to match color of the building. Because of the temporary nature of their use during a weather emergency only, protective materials may be of any color

ADMINISTRATIVE REQUIREMENTS: Before an owner or his designee install hurricane shutters, the Board of Administration or the Manager must approve it.

Banana Bay will not be responsible for installation or care of shutters. The cost of maintenance may include partial removal for inspection of the deck wood. This responsibility will be transferred to the new owner at the time of sale. At the time of sale, a material modification of the unit by the previous owner becomes the responsibility of the new owner.

The signature below, indicate that the following information has been submitted and is acceptable:

1. Contractor's Proof of liability and Workman's Compensation Insurance
2. Current Brevard County Business license
3. Proof that the City of Cocoa Beach has given engineering approval
4. Color samples of the shutters
5. A building permit

Installation Area Inspected by _____ Date _____

Signatures:

 Owner's name printed Owners signature Unit Date

 Board Member's name printed Board Member's signature Date

or

 Manger's name printed Manger's signature Date