



## APPLICATION FOR ALTERATIONS

NAME \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ LOT#: \_\_\_\_\_

EMAIL: \_\_\_\_\_

DESCRIBE IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:

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This application must be submitted for any modifications or alterations to the interior of screened porches, patios, and any other portions of lot structure visible from outside a structure. The application **MUST BE ACCOMPANIED BY THE FOLLOWING:** 1) **SKETCH** INDICATING LOCATION, SIZE AND TYPE OF CONSTRUCTION 2) A COPY OF YOUR **SURVEY SHOWING WHERE THE CHANGES WILL BE LOCATED**, AND OTHER PERTINENT INFORMATION AND 3) ALSO ATTACH A COPY OF YOUR CONTRACTOR'S LICENSE, INSURANCE CERTIFICATE (**LIABILITY & WORKMAN'S COMPENSATION CERTIFICATE**)

If approval is granted, it is not to be construed to cover approval required by any governmental agency. A building permit from the St. Lucie County Building Department is needed on most property alterations or improvements. **NOTE: Any alterations may not encroach onto any existing easements.**

As a condition precedent to granting approval of any request for a change, alteration or addition, the applicant, the heirs, and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such change, alteration or addition. It is understood and agreed that the **ASSOCIATION IS NOT** required to take any action to repair, replace, or maintain any such approved change, alteration, or addition, or any damage resulting there from for any reason to the existing original structure, or any other property. THE UNIT OWNER ASSUMES ALL RESPONSIBILITY AND COSTS FOR ANY ADDITION OR CHANGE, AND ITS FUTURE UPKEEP PLUS ANY WORK THAT HAS TO BE DONE ON THE COMMON GROUNDS THAT IS AN ADDED EXPENSE BECAUSE OF THIS ADDITION OR CHANGE.

**NOTE:** FENCE INSTALLATIONS WILL REQUIRE THE HOMEOWNER TO MAINTAIN THE FENCE AND LANDSCAPING AROUND THE FENCE AS WELL AS INSIDE THE FENCE AREA. THIS MAINTENANCE MUST BE DONE BY THE HOMEOWNER AT NO EXPENSE TO THE ASSOCIATION.

Owner (s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_



### WAIVER OF LIABILITY

The undersigned hereby releases the Association, its officers, directors, agents and Campbell Property Management from any and all liability or damages caused by, arising from, or relating to the alterations or work. The undersigned shall hold harmless the Association, its officers, directors, agents and Campbell Property Management from any liability arising there from and indemnify them for all losses, costs, expenses and attorney's fees in connection with any such alteration or work.

DATE: \_\_\_\_\_  
UNIT OWNER (print) UNIT OWNER (signature)

DATE: \_\_\_\_\_  
UNIT OWNER (print) UNIT OWNER (signature)

WITNESS: \_\_\_\_\_ WITNESS: \_\_\_\_\_

#### ACTION TAKEN BY THE ASSOCIATION:

DATE: \_\_\_\_\_ APPROVED: \_\_\_\_\_ \*\*DENIED: \_\_\_\_\_

\_\_\_\_\_  
ASSOCIATION DIRECTOR

\_\_\_\_\_  
ASSOCIATION DIRECTOR

\*\*IF APPLICATION IS DENIED, STATE REASON BELOW:  
\_\_\_\_\_  
\_\_\_\_\_

**Please Return Form to: Campbell Property Management (address listed below)**

Morningside/Palm Breezes POA, Inc.  
c/o Campbell Property Management  
525 NW Lake Whitney Place, Suite 202  
Port Saint Lucie, Florida 34986  
(772) 218-5405 | [Smills@campbellproperty.com](mailto:Smills@campbellproperty.com)

[www.palmbreezespoa.com](http://www.palmbreezespoa.com)