

Coronado at Doral Condominium Association, Inc.

Architectural / Unit Modification Request Form (Per Florida Statute §718.113 and Association Guidelines)

Owner Name: _____

Unit Address: _____

Building #: _____ **Unit #:** _____

Phone: _____ **Email:** _____

Contractor/Company Name: _____

License Number: _____

Phone: _____ **Email:** _____

Type of Modification (check all that apply)

☐ Flooring Replacement (Second Floor Units must have soundproofing underlayment, which can achieve STC/IIC ratings of 50+ even in non-concrete floor assemblies).

☐ Kitchen Remodel

☐ Bathroom Renovation

☐ Electrical Work

☐ Plumbing Work

☐ Painting / Interior Finish

☐ Other (specify): _____

Description of Work

Provide a detailed description of the proposed modification, including any structural, plumbing, or electrical changes:

Supporting Documents (required before approval)

Please attach the following:

☐ Contractor's License and Insurance Certificate (listing the pertaining Association as additional insured, Workers Compensation Coverage, Liability 1,000,000 per occurrence)

☐ City of Doral Building Permit(s) or Application(s)

☐ Detailed plans or drawings of proposed work

☐ Estimated start and completion dates

☐ Material specifications (e.g., tile, flooring, fixtures)

Contractor Bulk Trash & Debris Removal Rules

☐ **Debris Removal Requirement:**

All contractors and subcontractors performing work within units or on the property are required to **remove all bulk trash, construction debris, and renovation materials from the premises**. No debris may be left in units, hallways, common areas, garages, landscaping areas, or other portions of the condominium property.

☐ **Approved Disposal:**

Contractors must dispose of debris at an approved off-site facility. Use of on-site dumpsters or trash receptacles is **prohibited without prior written approval** from the Association.

☐ **Refundable Deposit:**

Prior to commencing work, contractors must provide a refundable deposit of **\$1,000.00**. This deposit guarantees compliance with these rules and covers potential costs for removal of debris left on-site.

☐ **Forfeiture of Deposit:**

Should any trash, debris, or construction materials remain on the property after work completion, the deposit will be **forfeited in full**, and the Association may take additional steps to remove the debris and recover costs.

Common Renovations Requiring Permits

For condominium units in Doral, the following types of work generally necessitate a permit:

- **Flooring Replacement:** Particularly if it involves structural changes or the installation of materials that affect sound transmission between units.
- **Kitchen and Bathroom Remodels:** Including alterations to plumbing, electrical, or structural components.
- **Electrical Work:** Such as rewiring, adding outlets, or upgrading panels.
- **Plumbing Work:** Including modifications to water lines, drainage systems, or fixture replacements.
- **HVAC (Air Conditioning) Work:** Especially if it involves the replacement or relocation of units.

Permit Application Process:

To initiate a permit application in Doral:

1. **Complete the Permit Application:** Fill out the City of Doral Permit Application form, ensuring all sections are completed accurately.
2. **Provide Required Documentation:** Depending on the scope of work, this may include:
 - Notarized Owner and Contractor signatures
 - Contractor Registration

- Owner/Builder Affidavit (if applicable)
 - Miami-Dade County Notice of Acceptance (NOA) or Florida DBPR Product Approval
 - Floor plans or diagrams indicating the scope of work
 - Notice of Commencement (NOC) for jobs over \$5,000
3. **Submit the Application:** Applications can be submitted through the City of Doral's Customer Service Portal or in person at the Building Department.
 4. **Pay Applicable Fees:** Fees vary based on the type and scope of the work.
 5. **Schedule Inspections:** After permit issuance, necessary inspections will be scheduled to ensure compliance with approved plans and codes.

Important Notice:

- **Condominium Association Approval:** Before applying for a permit, you must obtain approval from your condominium association, as they may have additional requirements or restrictions.
- **Notice of Commencement (NOC):** Required for projects exceeding \$5,000, except for HVAC work, which requires an NOC for projects over \$15,000.
- **Emergency HVAC Replacements:** In cases of emergency HVAC replacements, contact the Chief Mechanical Inspector prior to commencing work to avoid penalties.

Acknowledgment:

Owners and Contractors must acknowledge these rules in writing before commencing work. Failure to adhere to these rules may result in suspension of work and denial of future permits within the community. Acknowledgments

1. I understand that **no work may begin** until **written approval** is received from the Association.
2. I agree that all work will comply with the **Florida Building Code, City of Doral ordinances, and Condominium governing documents.**
3. I accept full responsibility for any damage caused to the **common elements, limited common elements, or other units** during the course of this work.
4. I understand that I must allow access for inspections if requested by the Association or its management.

Owner Signature: _____ **Date:** _____

Contractors Signature: _____ **Date:** _____

Association Use Only

Date Received: _____

Reviewed By (Property Manager/ Assistant Manager): _____

Board Decision:

☐ Approved ☐ Denied ☐ Approved with Conditions

Conditions (if any):

Board/Management Signature: _____

Date: _____

Return completed form and check to be dropped off in black mailbox located at:

Coronado at Doral Condominium Association, Inc. C/O Castle Management
10750 NW 89 Street Doral, Florida 33178

Confirmation of document drop off must be emailed to:

janet.vallecillo@castlegroup.com and crisitna.gonzalez@castlegroup.com