

**V.L.P. II, H.O.A. Architectural Committee  
Specifications for Repairs and Reconstruction After A Casualty**

**AFTER THE CASUALTY  
HOW DO YOU START REBUILDING?**

Article XI, Section 1 of your documents state the Association is responsible for painting, repairing and replacing the exterior building surfaces of each Villa and Townhomes. **However, according to Section 2 (b) after a casualty such as a hurricane, tornado, or fire, the repairs and reconstruction is the responsibility of the homeowner. Section 3 (b) in part states that the homeowner shall commence reconstruction within three months after the damage occurs, and complete reconstruction within one year after the damage occurs.**

**So where do you start?**

- Assess the damage to your unit
- Take photos of the damage to provide to your insurance company
- Get together with your fellow unit owners to make emergency repairs. The Association by-laws do not permit the Association to assist with emergency repairs
- Your buildings roof may or may not show damage. You may want to contact an **independent, certified roofing inspector** who will provide you with a certificate, to give to your insurance company to assist with your claim. Even though you have homeowners insurance, you may want to consider a **Public Adjuster Firm** to maximize your insurance settlement.
- FEMA may cover your deductible. Consider filing a claim with FEMA.
- Contractors and vendors that are familiar with the specifications of the V.L.P. II Associations roofing system and fencing are listed in this package for your convenience. You may choose to hire your own **licensed** and **insured** contractors to follow the required V.L.P. II Associations specifications.

**Before you can commence repairs or replacements on your unit:**

- **Before repairs or replacements can commence a Casualty Replacement/Repair Form included in this package must be completed and submitted to the Architectural Committee for approval. For each project requiring repairs or replacements, a separate form must be submitted for that individual project. Forms can be downloaded from the VLPHOA2.com website or located in the V.L.P. office.**

**Your Roof:**

- Each Quad has 4 owners and owns 25% of the buildings roof.
- Each Villa Atrium has 4 owners and owns 25% of the buildings roof.
- Each Townhouse Plus has 2 owners and owns 50% of the buildings roof.
- Each Villa Plus has 1owner owns 100% of the buildings roof.

### **Your Roof (continued from previous page):**

- Despite where the roof damage is located, the unit owners of the building's roof share equal cost of repair or replacement.
- While you are permitted to choose your own **licensed** and **insured** contractor, only those contractors that meet the Association roofing specification listed in this package will be permitted to repair or replace the roof
- With the assistance of the contractor chosen by the unit owners, insurance claims for repair or replacement are provided to the insurance company.

### **Shingles (Mansards):**

- The shingles on the Villa Atrium units are part of the roofing system. S
- The singles of the quads, Villa Plus and Townhouse Plus units are decorative and not part of the roofing system. The decorative shingles are manufactured by BTR Systems, and **must** be replaced with the same specifications and color. Please see the specifications in this package.
- The replacement of the decorative shingles and the underlying plywood is the homeowners responsibility.

### **Railings, Fencing and Trellis:**

- Unit owners are responsible for repairing or replacing fence, trellis and gate as per the specifications included in this package.
- Some Quad units have altered fences that have double gates that open out to the lake or canal. It is the responsibility of the unit owner to replace and maintain the gates after the Association takes the responsibility of the building back. If you do not want to have the double gate, you may choose to close the fence.
- Quad units have the option of replacing the trellis or removing it completely.
- Villa atrium, villa and townhouse plus units are **required** to follow the specification in the package.

### **Screen Enclosures and Coverings:**

- Homeowners are responsible for replacing damaged screens.
- Quads with two story-screened enclosures whose structure has collapsed are no longer permitted to replace with a two-story screened enclosures. Only one-story enclosures are permitted. Replaced screening, aluminum frame, and spline must be black. All screening maintenance after repairs or replacement remains with the owner.

**Screen Enclosures Coverings (continued from previous page):**

- Aluminum roof screen enclosure is permitted. You may elect not to replace your aluminum roof or screen enclosure. Maintenance of the screen enclosure as well as the aluminum roof after repairs or replacement is the responsibility of the owner.
- **Replacement of polycarbonate clear or white panels over the trellis will only be permitted with The Town of Davie building permit.**

**Garages, Glass Doors, Screen doors and Windows and Utilities:**

- The unit owner is responsible for repairing or replacing damaged garage doors, glass doors, screen doors, windows, light fixtures, AC units, satellite dishes or other utilities and fixtures owned by the unit owner.

**Trees, shrubs, and decorative items inside your patio:**

- Any items inside your patio, free standing or planted, is your responsibility to repair or replace or discard.

**What you need to know if a tree falls on your automobile or unit:**

- If a tree or other hedges or flying debris, whether located on Association property or within your boundaries damages your vehicle, take photos and contact your car insurance agent.
- If a tree or other hedges or flying debris, whether located on Association property or within your boundaries damages your unit, take photos and contact your homeowner agent.

**After you have completed repairs or replacements:**

- Upon the completion of the approved work, the homeowner is required to provide written notice of completion, along with the final signed copy of The Town of Davie building permit applicable to each specific project, to the Architectural Committee. You may drop off your paperwork at the V.L.P. II office.
- The repair or replacement will be reviewed by the Architectural Committee for compliance.
- Once the Architectural Committee has approved the repair or replacement for the specified V.L.P.II Association compliance, the homeowner will be provided written approval within 30 days.
- Once approval has been granted to the homeowner, the Architectural Committee will provide written authorization to the Association to resume such maintenance obligations for that particular approved repair, replacement or rebuilt structure. A copy of the written authorization will be placed in your permanent file located in the office. You may ask for a copy of the authorization.

**What the Association is responsible for after the casualty:**

- The Association is responsible for repairing, replacement or reconstruction of all common property including the pool and deck, dock, pavilion, the clubhouse, basketball and tennis courts, parking spaces, streets, street signs and street lights, fallen trees, limbs and debris on the common property.

**What is the Architectural Committee responsible for after a casualty?**

- The Architectural Committee was set up by the Developer. The Committees responsible for damage to buildings after a casualty is located in Article XI, Section 3, (a) which, in part states,  
  
“ Any building containing dwelling units and which has suffered damage may apply through the owners thereof for approval to the Architectural Committee for reconstruction, rebuilding or repair of the improvement therein. Application for such approval shall be made in writing, together with full and complete plans and specifications, work drawings and elevations showing the proposed reconstruction and the end result thereof. **The Architectural Committee shall grant such approval only if upon completion of the work the exterior appearance and design will be substantially like that which existed prior to the date of the casualty.**”
- The Architectural Committee is not responsible for overseeing contractors or The Town of Davie inspectors.

# Emergency Proposal

## Crowther Roofing and Sheet Metal of Florida, Inc.

Toll Free (800) 741-3114

2543 Rockfill Road, Fort Myers, Florida 33916 - (239) 337-1300 Fax (239) 332-0939

7120 26<sup>th</sup> Court East, Sarasota, Florida 34243 – (941) 343-9600 Fax (941) 371-8969

15865 Assembly Loop Road, Jupiter, Florida 33478 – (561) 624-9400 Fax (561) 374-1241

[crowtherservice@crowther.net](mailto:crowtherservice@crowther.net)

Florida Contractors License Numbers CCC039822/CMC1250360

<i>Submitted To</i> <i>Owner/Agent:</i> <i>Address:</i> <i>City,State,Zip:</i>	<i>Jobsite Name:</i> <i>Address:</i> <i>City,State,Zip:</i>
<i>Attn.:</i> <i>Phone:</i> <i>Fax:</i> <i>Email:</i>	

Upon execution by the Owner or his representative, this Proposal becomes a binding contract giving Crowther Roofing the authority to perform temporary repairs (per direction of Crowther Roofing) on the roof and Crowther Roofing will be paid in accordance with the following agreed upon rates:

**\$100.00** per man-hour rate for straight time 7AM to 5 PM Mondays through Fridays, **\$175.00** per man-hour rate for overtime before 7AM and after 5 PM Mondays through Fridays, and anytime on the weekends. Field Supervision will be at the following rates, **\$100.00** straight time and **\$175.00** for overtime. Project Managers will be at **\$175.00** per hour. Time will be figured from portal to portal. Equipment needed for this project will be invoiced in accordance with the daily rates referenced in the most recent edition of the National Roofing Contractors Association Equipment Cost Schedule. Total costs of labor, materials (our costs plus 15% for handling), subcontractors and equipment will be marked up **15%** for administrative overhead, and **10%** profit will be added to the total amount of all costs shown above. Fuel Surcharges will applied. Roof Check rates will apply as noted in executed contracts.

### Qualifications:

Water intrusion, due to leaks within a roofing system, can lead to the proliferation of mold on exterior and interior surfaces. In performing any temporary or permanent roofing, maintenance or repair services under this agreement; it is understood and agreed that Crowther and Crowther's insurance carrier disclaim liability for mold problems and will not be held responsible for any direct, incidental or consequential damages, including health problems attributable to past, present or future water intrusion and associated mold, fungus, mildew, or algae growth.

Materials used for this temporary repair are the available materials for this repair as furnished by Crowther Roofing. It is understood that these are temporary repairs and both labor and materials are not covered by a roofing guarantee or warranty. All work to be completed in a workman like manner according to standard practices. This agreement is contingent upon strikes, accidents or delays beyond Crowther Roofing's control. It is the Owner's responsibility to carry fire, tornado, hurricane and other necessary insurance on the premises.

### Cancellation Policy:

You, the residential property owner, may cancel this contract without penalty or obligation within 10 days after the execution of the contract or by the official start date, whichever comes first, because this contract was entered into during a declaration of a state of emergency by the Governor. The official start date is the date on which work that includes the installation of materials that will be included in the final work on the roof commences, a final permit has been issued, or a temporary repair to the roof covering or roof system has been made in compliance with the Florida Building Code.

*We Propose hereby to furnish the materials and labor-complete in accordance with the above specifications for the sum of:  
Time and Materials and Unit Prices as mentioned above.*

This contract is between the Owner and Crowther Roofing and is not connected with any insurance collections or settlements. Payment of invoice is due 30 Days from invoice date regardless of insurance situations. If not paid within this time frame, 1½% of the outstanding balance may be added monthly to cover the cost of financing.

In the event of a failure to pay Crowther Roofing and Sheet Metal, Inc. for the work performed pursuant to this agreement, Crowther Roofing shall be entitled to recover the reasonable attorney's fees incurred in collecting the amounts owed to Crowther Roofing.

*Authorized Signature:* \_\_\_\_\_  
*Crowther Roofing and Sheet Metal of Florida, Inc.*

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

*Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.*

*Signature* \_\_\_\_\_  
As Agent and/or on Behalf of the Owner

*Date of Acceptance* \_\_\_\_\_

*Printed Name:* \_\_\_\_\_

*Title* \_\_\_\_\_

# Villa Atrium

## **Required Roof Replacement Specifications**

The following is The Village At Lake Pine II, HOA roofing's scope for the required Villa Atrium Roof for the existing shingle type. Please take into consideration the existing materials on each building can be different depending on their history, which can alter the necessary work to be performed. This cannot be determined without a roof core sample being taken. Also included are alternates below that could be need based on individual building assessments.

### **SHINGLE ROOF REPLACEMENT**

- Remove existing shingles and 30# felt to existing min 5/8" plywood deck.
- Visually inspect and refasten existing plywood with 1 1/4" annular ring shank nails 6" O.C. per Fl. Building Code.
- Deteriorated plywood must be replaced.
- Furnish and install new 30# felt lapped 19" O.C. with appropriate tin tags and fasteners.
- Furnish and install new GAF HD dimensional shingle with lifetime material guarantee. **Use the GAF standard color of Hickory provided in the GAF color chart.**
- Remove existing skylight screen enclosures as necessary for work. Roofer cannot be held responsible for any damage to existing screens during removal. Screens to be reinstalled by **licensed** and **insured** screening company.
- Remove existing eave drip and replace with new 26 ga eave drip in **standard brown color.**
- Install all necessary penetration flashings, ridge cap and vents as necessary to provide a full shingle roof system.
- Roofing contractor to provide 3 year workmanship warranty upon completion.
- All necessary **permit** and **inspections** must be included in scope of work.
- Should roof need perimeter wood fascia replacement, install new 2" x 8" pressure treated fascia and 24 ga standard 2" drip in brown color to existing perimeter and interior atrium skylights.

These specifications have been provided by **CROWTHER ROOFING AND SHEET METAL OF FLORIDA, INC.** Crowther Roofing is an authorized roofer for the The Village At Lake Pine II, H.O.A. Inc. and a designated first responder after a casualty for roofing repairs and replacements. You may choose to use another contractor who **must adhere** to these specifications. If you would like to contact Crowther Roofing for further information or a quote on your roof please contact:

Mike Crowther  
Crowther Roofing and Sheet metal of FL  
Jupiter Branch Manager  
Office: 561-624-9400

# Two Story Quad

## **Required Roof Replacement Specifications**

The following is The Village At Lake Pine II, HOA roofing's scope for the required **Two Story Quad Roof type**. Please take into consideration the existing materials on each building can be different depending on their history, which can alter the necessary work to be performed. This cannot be determined without a roof core sample being taken. Also included are alternates below that could be need based on individual building assessments.

### **2 Story-Quad Building**

- Remove existing roof down to existing Concrete deck.
- Prime existing Concrete deck with Asphalt Primer.
- Furnish and install Johns Manville Enrgy3 - 3" Iso insulation adhered to Concrete deck with 3/4" ribbons of urethane adhesive spaced 12" OC.
- Furnish and install new Johns Manville 60 mil TPO membrane fully adhered to insulation with JM TPO Membrane Adhesive at 1.67 Gallons per 100 sf.
- Heat weld side laps at a minimum of 1.5".
- Furnish and install 24 ga TPO Clad drip edge at entire perimeter to existing Wood Blocking. **Use color Beige.**
- Field wrap Plumbing vents with 60 mil TPO.
- Furnish and install new 12" vents at existing locations.
- 
- Furnish and install 4 ea new retro it drains at existing locations. Please note that the existing drains should be inspected by a licensed plumber for leaks and functionality. The roofing contractor to protect the drain from construction debris but cannot be held responsible for their existing functionality.
- Raise existing PVC pipes to maintain a minimum height of 8" above finished Roof per FL Building code.
- All necessary permits and inspections included.
- Manufacturer to provide 20 year No Dollar Limit labor and material warranty upon completion.
- Roofing Contractor to provide 3 year installers warranty upon completion.

### **Quad Building Possible Alternates- May be necessary depending on existing conditions**

- **Alternate #1- Perimeter Wood Blocking-**
- 
- Furnish modify existing perimeter edge to meet FL Building code Requirements.
- Furnish and install" pressure treated wood blocking attached to existing concrete deck with 1/4" tapcons spaced per FL Building Code requirements.
- Wood blocking to be cantilevered off concrete deck or attached to existing 2x6 framing as necessary.
- Existing sloped metal shingles to remain.

## **2 Story Quad Roofing Specifications Continued From Previous Page**

### **•Alternate #2- Specialty drains-**

- At existing drains- remove existing drain and 2” pipe to perimeter edge-
- Furnish and install new 2” retro fit and 2” Welded pipe assembly.
- New 2” aluminum pipe to be connected to 2” PVC pipe at the exterior edge.

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Office: 561-624-9400

## **REQUIRED MANSARD (SHINGLE) SPECIFICATIONS**

### **MANSARD MANUFACTURER CONTACT INFORMATION**

**BTR SYSTEMS, INC. Daniel Kidd, Director of Business Development**

**PH; 1-866-919-7663 Fax: 714-529-6643**

**1060 Goodrich Ave. #B, Sarasota, Florida 34236 PH: Cell: 251-209-265- Off:  
941-899-4402**

**email: [d.kidd@btrsystems.eu](mailto:d.kidd@btrsystems.eu)**

### **PRODUCT SPECIFICATIONS**

**Shingle (Mansard) Name: Storm Stone Coated Shingle Color: Amber"**

# One Story Villa-Plus

## **Roof Required Replacement Specifications**

The following is The Village At Lake Pine II, HOA roofing's scope for the required **One Story Villa Plus Roof type**. Please take into consideration the existing materials on each building can be different depending on their history, which can alter the necessary work to be performed. This cannot be determined without a roof core sample being taken. Also included are alternates below that could be need based on individual building assessments.

### **1 story with Parapet Walls**

- Remove existing roof down to existing Concrete deck
- Prime existing concrete deck with asphalt primer.
- Furnish and install Johns Manville Enrgy3 - 3" Iso insulation adhered to Concrete deck with ¾" ribbons of urethane adhesive spaced 12" OC.
- Furnish and install new Johns Manville 60 mil TPO membrane fully adhered to insulation with JM TPO Membrane Adhesive at 1.67 Gallons per 100 sf.
- Heat weld side laps at a minimum of 1.5".
- Furnish and install 24 ga TPO Clad drip edge at entire perimeter to existing Wood Blocking. **Use color Beige.**
- Furnish and install 24 ga galvanized coping with 22 ga cont. cleat with **kynar Brown Color** selected from manufacturer's standard color charts.
- Furnish and install new 24 ga mill finish counter-flashing at transition from low to high roof.
- Field wrap Plumbing vents with 60 mil TPO.
- Furnish and install new 12" vents at existing locations.
- Furnish and install 4 ea new retro fit drains at existing locations. Please note that the existing drains should be inspected by a **licensed** plumber for leaks and functionality. The roofing contractor to protect the drain from construction debris but cannot be held responsible for their existing functionality.
- Raise existing PVC pipes to maintain a minimum height of 8" above finished Roof per FL Building code.
- All necessary permits and inspections included.
- Manufacturer to provide Johns Manville peak advantage 20 year No Dollar Limit labor and material warranty upon completion.
- Roofing Contractor to provide 3 year installers warranty upon completion.

## **One Story Villa-Plus Roofing Specifications Continued From Previous Page**

### **Possible Alternates- May be necessary depending on existing conditions**

- **Alternate #1- Perimeter Wood Blocking**
  - Furnish modify existing perimeter edge to meet FL Building code Requirements.
  - Furnish and install” pressure treated wood blocking attached to existing concrete deck with ¼” tapcons spaced per FL Building Code requirements.
  - Wood blocking to be cantilevered off concrete deck or attached to existing 2x6 framing as necessary.
  - Existing sloped metal shingles to remain.
- **Alternate #2- Specialty drains-**
  - At existing drains- remove existing drain and 2” pipe to perimeter edge-
  - Furnish and install new 2” retro fit and 2” Welded pipe assembly.
  - New 2” aluminum pipe to be connected to 2” PVC pipe at the exterior edge.

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Mike Crowther  
Crowther Roofing and Sheet metal of FL  
Jupiter Branch Manager  
Office: 561-624-9400

## **Required Mansard (Shingle) Specifications**

### **MANUFACTURER CONTACT INFORMATION**

#### **BTR SYSTEMS, INC.**

**Daniel Kidd, Director of Business Development**

**PH; 1-866-919-7663 Fax: 714-529-6643**

**1060 Goodrich Ave. #B, Sarasota, Florida 34236**

**PH: Cell: 251-209-265- Off: 941-899-4402**

**email: d.kidd@btrsystems.eu**

### **PRODUCT SPECIFICATIONS**

**Name: Storm Stone Coated Shingle**

**Color: Amber**

## **Two Story Townhouse-Plus** **Required Roof Replacement Specifications**

The following is The Village At Lake Pine II, HOA roofing's scope for the required **Two Story Town House Plus Roof type**. Please take into consideration the existing materials on each building can be different depending on their history, which can alter the necessary work to be performed. This cannot be determined without a roof core sample being taken. Also included are alternates below that could be need based on individual building assessments.

- Remove existing shingles and 30# felt to existing min 5/8" plywood deck.
- Prime existing concrete deck with asphalt primer.
- Furnish and install Johns Manville Enrgy3 - 3" Iso insulation adhered to Concrete deck with 3/4" ribbons of urethane adhesive spaced 12" OC.
- Furnish and install new Johns Manville 60 mil TPO membrane fully adhered to insulation with JM TPO Membrane Adhesive at 1.67 Gallons per 100 sf.
- Heat weld side laps at a minimum of 1.5".
- Furnish and install 24 ga TPO Clad drip edge at entire perimeter to existing Wood Blocking. **Use color Beige.**
- Furnish and install 24 ga galvanized coping with 22 ga cont. cleat with **kynar Brown Color** selected from manufacturer's standard color charts.
- Furnish and install new 24 ga mill finish counter-flashing at transition from low to high roof.
- Field wrap Plumbing vents with 60 mil TPO.
- Furnish and install new 12" vents at existing locations.
- Furnish and install 4 ea new retro fit drains at existing locations. Please note that the existing drains should be inspected by a licensed plumber for leaks and functionality. The roofing contractor to protect the drain from construction debris but cannot be held responsible for their existing functionality.
- Raise existing PVC pipes to maintain a minimum height of 8" above finished Roof per FL Building code.
- All necessary **permits** and **inspections** included.
- Manufacturer to provide Johns Manville peak advantage 20 year No Dollar Limit labor and material warranty upon completion.
- Roofing Contractor to provide 3 year installers warranty upon completion.

## Two Story Townhouse-Plus Roofing Specifications Continued From Previous Page

**Possible Alternates- May be necessary depending on existing conditions.**

- **Alternate #1- Perimeter Wood Blocking**
- - Furnish modify existing perimeter edge to meet FL Building code Requirements.
  - Furnish and install 2" pressure treated wood blocking attached to existing concrete deck with 1/4" tapcons spaced per FL Building Code requirements.
  - Wood blocking to be cantilevered off concrete deck or attached to existing 2x6 framing as necessary.
  - Existing sloped metal shingles to remain.
- **Alternate #2- Specialty drains-**
  - At existing drains- remove existing drain and 2" pipe to perimeter edge-
  - Furnish and install new 2" retro fit and 2" Welded pipe assembly.
  - New 2" aluminum pipe to be connected to 2" PVC pipe at the exterior edge.

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Mike Crowther  
Crowther Roofing and Sheet metal of FL  
Jupiter Branch Manager  
Office: 561-624-9400

### **REQUIRED MANSARD (SHINGLE) SPECIFICATIONS**

#### **"MANUFACTURER CONTACT INFORMATION BTR SYSTEMS, INC.**

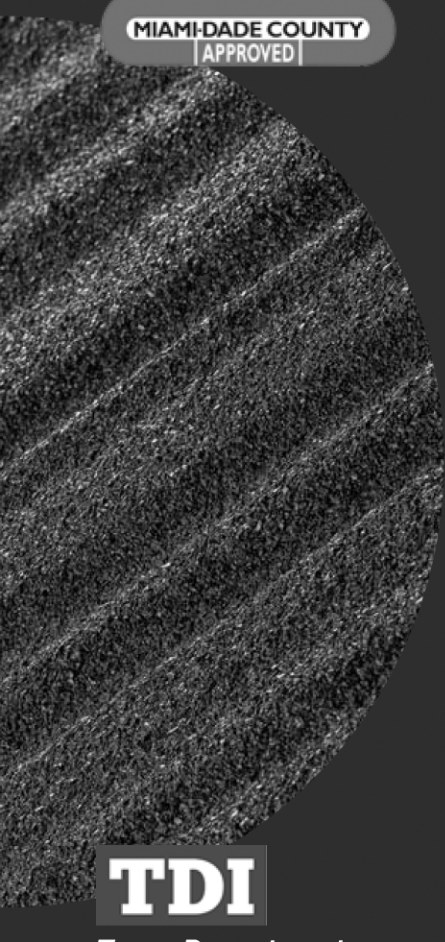
**Daniel Kidd, Director of Business Development**  
**PH; 1-866-919-7663 Fax: 714-529-6643**  
**1060 Goodrich Ave. #B, Sarasota, Florida 34236 PH: Cell: 251-209-265- Off:**  
**941-899-4402**  
**email: d.kidd@btrsystems.eu**  
**PRODUCT SPECIFICATIONS**  
**Shingle (Mansard) Name: Storm Stone Coated Shingle Color: Amber"**

# Mansard (Shingle) Specifications Townhouse Plus, Townhouse Villa & Quad Units

# STORM

FLORIDA APPROVED

MIAMI-DADE COUNTY  
APPROVED



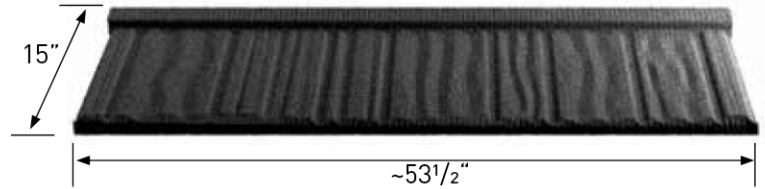
# TDI

Texas Department  
of Insurance

2020 FLORIDA BUILDING  
CODE COMPLIANCE

HVHZ HIGH VELOCITY  
HURRICANE ZONES

PRODUCT NAME: STORM • COLOR AMBER



## STORM STONE COATED PRODUCT DESCRIPTION

### TECHNICAL PARAMETERS

**Color**



Tile width	~53 1/2"
Tile length	27 1/2"
Tile gauge	26"
Profile height	1 1/4"
Pieces per SQ	20

## Storm Accessories

Ridge Tile | 6.5'

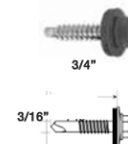
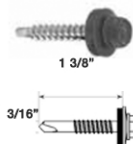
Universal Outer Gable Flashing | 6.5'



Self-Drilling Fasteners  
available in galvanized steel or in stainless steel

Metal to Wood

Metal to Metal



## MANUFACTURER CONTACT INFORMATION BTR SYSTEMS, INC.

Daniel Kidd, Director of Business Development  
1060 Goodrich Ave. #B, Sarasota, Florida 34236  
PH: Cell: 251-209-265- Off: 941-899-4402  
email: [d.kidd@btrsystems.eu](mailto:d.kidd@btrsystems.eu)

**REQUIRED COLOR CHART USING  
BENJAMIN MOORE PAINT**

**Medallion Paint World • 5020 S. State Road 7 • Ft. Lauderdale, Fl 33314**

**PH: 954-792-3900 Fax: 954-7924844**

- **FENCE /TRELLIS/ TRIM: ..... Charleston brown satin stain**
- **DOOR:..... Charleston brown satin paint**
- **EXTERIOR WALLS:..... Beige satin paint**
- **RAILING:..... Deep bronze satin paint**

# Fence Specifications.

## **Quad Fence Specification**

1. (10) 4x4 posts pressure treated buried in concrete
2. (190) 1x6 boards pressure treated fasten using 2inch galvanizes nails
3. (12) 2x4 Header boards pressure treated length depends on side of fence
4. Gate size 36x64 using (2) Hinges (1) thumb latch painted black

## **Quad Trellis Specification**

1. (7) 2x4 support boards pressure treated
2. (11) 2x2 trellis boards pressure treated
3. (6) 2 ¾ inch tap cons
4. All boards fasten using galvanized nails

## **Villa-Plus Side Specification**

1. (6) 4x4x8 posts pressure treated buried in concrete
2. (3) 4x4x10 posts pressure treated buried in concrete
3. (2) 2x4x6 board pressure treated fasten to wall

## **Villa-Plus front gate Fence Specification**

1. (2) 4x4x10 posts pressure treated buried in concrete
2. (2) 2x4x6 boards pressure treated
3. (30 L.F.) 2x4x10 boards pressure treated
4. (1) Gate 36 inch (2) hinges (1) thumb latch
5. (2) 2x4x10 boards pressure treated
6. (11) 1x6x6 boards pressure treated

## **Villa-Plus Trash Shed Specification**

1. (1) 2x4x8 post pressure treated buried in concrete
2. (1) 2x4x6 board pressure treated fasten to wall using tap cons
3. (1) Gate 36 inch using (2) Hinges (1) thumb latch

## **Villa-Plus Trellis Specification**

1. (6) 2x4 x12 boards pressure treated
2. (10) 2x2x12 boards pressure treated

## **Villa-Plus and Town House Plus Back Specification**

1. (2) 2x4x8 posts pressure treated buried in concrete
2. (1) 2x4x6 boards pressure treated fasten to wall using tap cons
3. (6) 2x4x5 boards pressure treated
4. (36) 1x6x6 boards pressure treated

**Town House-Plus Front Specification** ( See Villa Plus, Bottom of Page 15, to use same specifications). **Note that The Two Townhouse Plus Units Share One Back Fence.**

1. (2) 4x4x8 posts pressure treated buried in concrete
2. (2) 2x4x6 boards pressure treated fasten to wall using tap cons
3. (3) 2x4x5 boards pressure treated
4. (1) Gate 36 inch (2) Hinges (1) thumb latch
5. (3) 2x4x3 boards pressure treated
6. (2) 2x4x4 boards pressure treated
7. (4) 1x6x6 boards pressure treated

**Villa Atrium Lower Part of Fence Specification –**

1. (130 L.F.) 2x4 boards pressure treated
2. (151 L.F.) 1x6x6 boards pressure treated

**Villa Atrium End Unit Specification**

1. (7) 4x4x10 posts pressure treated buried in concrete
2. (2) 2x10x14 boards pressure treated
3. (7) 3x10x14 boards pressure treated

**Bottom Railing Specification ( End Unit)**

1. (28 L.F.) 2x8 cap
2. (80 L.F.) 2x6 boards pressure treated
3. (180 L.F.) 1x6 boards pressure treated
4. (10 L.F.) 1x8 boards pressure treated

**Villa Atrium Middle Specification**

1. (4) 4x4x10 posts buried in concrete
2. (2x10x14 Header boards pressure treated
3. (3) 3x10x14 boards pressure treated
4. (38 L.F.) 2x8 cap
5. (152 L.F.) 2x6 boards pressure treated

**Side Railing Specification ( Middle unit)**

1. (5) 4x4x6 posts buried in concrete
2. (18 L.F.) 2x8 cap

**Villa Atrium Back Specification –**

1. (32L.F.) 2x6x8 boards pressure treated
2. (144 L.F.) 1x6x8 boards pressure treated
3. (1) 4x4x8 post pressure treated buried in concrete
4. (1) 2x4x6 board pressure treated
5. (1) 1x4x6 board pressure treated
6. (1) 1x8x6 board pressure treated



## Florida's Construction Lien Law

### Protect Yourself and Your Investment

According to Florida law, those who work on your property or provide materials, and are not paid-in-full, have a right to enforce their claim for payment against your property. This claim is known as a construction lien.

If your contractor fails to pay subcontractors or material suppliers, the people who are owed money may look to your property for payment, **even if you have paid your contractor in full.**

**This means that if a lien is filed against your property, your property could be sold against your will to pay for labor, materials, or other services which your contractor may have failed to pay.**

This document provides information regarding Florida Statute 713, Part 1, as it pertains to home construction and remodeling, and provides tips on how you can avoid construction liens on your property.

#### Protecting Yourself

If you hire a contractor and the improvements cost more than \$2,500, you should know the following:

- You may be liable if you pay your contractor and he then fails to pay his suppliers or contractors. There is a way to protect yourself. A Release of Lien is a written statement that removes your property from the threat of lien. Before you make any payment, be sure you receive this waiver from suppliers and subcontractors covering the materials used and work performed on your property.
- Request from the contractor, via certified or registered mail, a list of all subcontractors and suppliers who have a contract with the contractor to provide services or materials to your property.
- If your contract calls for partial payments before the work is completed, get a Partial Release of Lien covering all workers and materials used to that point.
- Before you make the last payment to your contractor, obtain an affidavit from your contractor that specifies all unpaid parties who performed labor, services or provided services or materials to your property. Make sure that your contractor provides you with final releases from these parties before you make the final payment.
- Always file a Notice of Commencement before beginning a home construction or remodeling project. The local authority that issues building permits is required to provide this form. You must record the form with the Clerk of the Circuit Court in the county where the property being improved is located. Also post a certified copy at the job site. (In lieu of a certified copy, you may post an affidavit stating that a Notice of Commencement has been recorded. Attach a copy of the Notice of Commencement to the affidavit.)
- In addition, the building department is prohibited from performing the first inspection if the Notice of Commencement is not also filed with the building department. You can also supply a notarized statement that the Notice has been filed, with a copy attached.

The Notice of Commencement notes the intent to begin improvements, the location of the property, description of the work and the amount of bond (if any). It also identifies the property owner, contractor, surety, lender and other pertinent information. Failure to record a Notice of Commencement or incorrect information on the Notice could contribute to your having to pay twice for the same work or materials.

**Notice To Owner**

Prior to filing a lien, a lienor who does **not** have a direct contract with the owner, must serve the owner with a Notice to Owner. The Notice to Owner must state the lienor's name and address, and a description of the real property and the nature of the services or materials being furnished. The Notice to Owner must be served before commencing, or within 45 days of commencing, to furnish the services or materials (but before owner's final payment to the contractor). A lien cannot be enforced unless the lienor has served the Notice to Owner as described above.

**Whose Responsibility is it To Get These Releases?**

You can stipulate in the agreement with your contractor that he must provide all releases of lien. If it is not a part of the contract, however, or you act as your own contractor, YOU must get the releases.

If you borrow money to pay for the improvements and the lender pays the contractor(s) directly without obtaining releases, the lending institution may be responsible to you for any loss.

**What Can Happen If I Don't Get Releases Of Lien?**

You will not be able to sell your property unless all outstanding liens are paid. Sometimes a landowner can even be forced to sell his property to satisfy a lien.

**Who Can Claim A Lien On My Property?**

Contractors, laborers, materials suppliers, subcontractors and professionals such as architects, landscape architects, interior designers, engineers or land surveyors all have the right to file a claim of lien for work or materials. **Always require a release of lien from anyone who does work on your home.**

**Contesting A Lien**

A lien is valid for one year, unless a lienor files a lawsuit to enforce the lien prior to the expiration of the year. An owner has a right to file a Notice of Contest of Lien during the one-year period. Upon the filing of a Notice of Contest of Lien, a lienor must file a lawsuit to enforce the lien within 60 days. Failure of the lienor to timely file a lawsuit renders the lien invalid.

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**THE CONSTRUCTION LIEN LAW IS COMPLEX AND CANNOT BE COVERED COMPLETELY IN THIS DOCUMENT. WE RECOMMEND THAT WHENEVER A SPECIFIC PROBLEM ARISES, YOU CONSULT AN ATTORNEY.**

**To register a complaint (or learn if complaints have been filed against a prospective contractor), contact the Florida Department of Business and Professional Regulation's Customer Contact Center at: 850.487.1395 or [CallCenter@dbpr.state.fl.us](mailto:CallCenter@dbpr.state.fl.us)**

**Or write to:** Florida Department of Business and Professional Regulation  
1940 North Monroe Street  
Tallahassee, Florida 32399-1027

**Or visit online at:** [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com)

License verification is available 24 hours a day and 7 days a week by calling our Customer Contact Center at 850.487.1395 or going online to [www.MyFloridaLicense.com](http://www.MyFloridaLicense.com) Search for a Licensee.

You may also contact your local building department or the Better Business Bureau.

**THE VILLAGE AT LAKE PINE II, H.O.A, INC  
ARCHITECTURAL COMMITTEE APPLICATION FORM FOR  
RECONSTRUCTION, REBUILDING AND REPAIRS AFTER CASUALTY**

PLEASE PROVIDE AN INDIVIDUAL APPLICATION FORM FOR EACH REPAIR, REBUILDING OR REPLACEMENT FOR YOUR UNIT. APPLICATIONS WITH MULTIPLE REPAIR OR REPLACEMENT REQUESTS WILL BE REFUSED IF SUBMITTED ON ONE FORM. IF APPLICABLE TO EACH REPAIR OR REBUILDING / RECONSTRUCTION, PROVIDE A TOWN OF DAVIE BUILDING PERMIT.

Article XI of the Village At Lake Pine II H.O.A., in part requires:

- Any unit which has suffered damage shall apply for approval to the Architectural Committee for reconstruction, rebuilding or repair of the unit by the unit owner.
- Application for approval shall be made in writing, together with contractors license and insurance, with full and completed plans specifications, working drawings and elevations showing the proposed reconstruction and the end result.
- The Architectural Committee shall grant such approval only if upon completion of the work, the exterior appearance and design will be substantially like that which existed prior to the date of the causality.
- Homeowners shall be obligate to proceed with all due diligence and shall commence reconstruction within three months after the damage occurs and complete reconstruction within one year after damage occurs, unless prevented by causes beyond his reasonable control.
- **Work may not proceed until each request has been approved in writing by the Architectural Committee. The approval process can take up to 30 days after all required information is provided.**

Upon the completion of the approved work, the homeowner shall give written notice of completion, along with the **final signed copy of permit** that work has been completed, for inspection and compliance by the Architectural Committee.

Once the repair/replacement/rebuilding has been reviewed, within 30 days the Architectural Committee will provide written approval to the unit owner and written authorization to the Association to resume such maintenance obligations for that particular approved repair, replacement or rebuilt structure.

***Please complete and sign this form, and attach any required information along with a building permit from the Town of Davie that is applicable for the work being performed.***

UNIT OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT NUMBER: \_\_\_\_\_ Phone \_\_\_\_\_

MAILING ADDRESS ( IF DIFFERENT FROM UNIT ADDRESS): \_\_\_\_\_

I have read, understand and agree to the provisions provided above all provisions included within Article XI of the Declaration and Covenants of T h e Village At Lake Pine II, HOA, Inc. F u r t h e r m o r e, I understand that any repairs, replacement, or rebuilding made without prior written approval are subject to correction or removal at my expense.

OWNERS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Architetural Committee Approval \_\_\_\_\_ Date \_\_\_\_\_