

**RIVIERA DUNES HOME OWNERS ASSOCIATION, INC. - MARINA SLIP  
IMPROVEMENT/ALTERATION APPLICATION**

To insure compliance with the HOA Rules and covenants, it is required that any slip licensee proposing improvements or alterations to their slip submit an application for approval to the Riviera Dunes Homeowner Association, Inc. (HOA) as represented by the Dock Committee. No improvements or alterations to a slip shall commence until the Slip Improvement/Alteration has been approved and a Notice To Proceed has been issued by the HOA and the Master HOA if applicable and delivered to the Slip Licensee.

SLIP LICENSEE NAME: \_\_\_\_\_ (Slip Licensee) DATE: \_\_\_\_\_  
RIVIERA DUNES ADDRESS: \_\_\_\_\_  
SLIP LICENSEE 24/7 CELL PHONE: \_\_\_\_\_ SLIP NO AND DOCK LOCATION: \_\_\_\_\_  
SLIP LICENSEE E- mail \_\_\_\_\_ CONTRACTOR EMAIL \_\_\_\_\_  
CONTRACTOR: \_\_\_\_\_ CONTRACTOR 24/7 CONTACT NUMBER: \_\_\_\_\_

DESCRIBE THE IMPROVEMENT/ALTERATION (PROVIDE FULL DETAILS):

Dock Box     Boat Lift \_\_\_\_\_ Lbs     Mooring Pile

DESCRIPTION OF WORK \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Working Days To Complete: \_\_\_\_\_ Requested Commencement Date \_\_\_\_\_

Is there any variances from any applicable, including, but not limited to, HOA covenants, rules, specifications, laws or FDEP permit requirements?  No     Yes    variances shall be clearly noted on the plans as a "variance" and described below

\_\_\_\_\_ Will it be necessary to move any vessel, piling or structures not owned by the Slip Licensee in order to gain access for the work? No  Yes

If yes, Slip Licensee shall make all arrangements with the adjacent Slip Licensee(s) and provide with this application, signed written agreement(s) covering or re-installed. the items to be removed, replaced

Note: The licensee shall be solely responsible in all respects to other slip licensees for damages caused by the work and the providing of an approval does not resolve any issues create an obligation for the HOA to other licensees. Licensee shall be available on site or by phone while the work is being performed

that arise. The Slip Licensee shall be fully responsible for the actions of the contractor and to supervise the contractor. Licensee shall notify adjacent slip indicates my understanding of, an owners in writing not less than 14 days prior to commencement as to when the work will begin. My signature below agreement to comply with, the requirements contained herein. (All slip licensees must sign this application.)

RECEIVED BY C&S Management Services \_\_\_\_\_

REVIEWED BY RIVIERA DUNES HOME OWNERS ASSOCIATION, INC., DOCK COMMITTEE: ADVISE TO APPROVE( ) ADVISE TO DISAPPROVE( )

BY \_\_\_\_\_(Signature)  
\_\_\_\_\_ (Printed) DATE \_\_\_\_\_

Dock Committee Note: \_\_\_\_\_  
\_\_\_\_\_

APPLICATION REVIEWED AND APPROVED BY RIVIERA DUNES HOME OWNERS ASSOCIATIONS, INC.

BY \_\_\_\_\_(Signature) \_\_\_\_\_(Printed)  
Title \_\_\_\_\_ DATE \_\_\_\_\_

APPROVAL BY MASTER HOA (IF APPLICABLE) FOR PILING PENETRATIONS \_\_\_\_\_  
DATE \_\_\_\_\_

\_\_\_\_\_ (Initial upon making application) Initial by Slip Licensee \_\_\_\_\_

All proposed improvements or alterations to the boat slips under the jurisdiction of the HOA, including, but not limited to installing boat lifts, floats, pilings and dock boxes require submittal of an application to the Riviera Dunes Dock Committee for approval. Allow 30 to 45 days from the Committee's receipt of a completed application, application fee and all required submittals for approval or denial.

A complete application along with the required submittals shall be delivered to:

**Homes of Riviera Dunes Homeowners Associations, Inc.,  
C/O C&S Management Services  
4301 32<sup>nd</sup> Street West, suite A20  
Bradenton, Fl 34205**

**MINIMUM SPECIFICATIONS:**

1. All work to be in full conformance with applicable statutes, administrative codes, including, but not limited to, HOA covenants, City of Palmetto codes, applicable FDEP Riviera Dunes marina permit requirements, applicable specifications as issued by the HOA herein and directives of the HOA. Receipt of governmental approvals does not constitute approval by the HOA. Approval from the HOA is mandatory prior to commencing work. The HOA shall retain the right to investigate applications and inspect materials and apparatus as may be required prior to approving this application. All alterations and improvements must be completed in strict accordance with the plans and application submitted and approved by the Committee
2. All portions of the Neighborhood Marina floating dock systems and appurtenances are HOA common property and no proposed structures or apparatus may be permanently or mechanically attached to the existing dock structure by any means with the exception of installing dock pile rollers in conjunction with a pile installation, electrical conduit clamps and dock boxes with method of attachment to be approved. The existing dock structure may not be altered, modified or otherwise attached to by any means

or method. Any unauthorized attachment shall result in the Licensee restoring the existing dock structure back to the original configuration and providing an inspection report signed and sealed by a Florida Licensed Professional Engineer that the dock has been restored back to the original configuration.

3. A complete description, including, but not limited to, plan views and necessary cross sections of the proposed work shall be submitted with this application along with manufacturer make, model and brochure for any apparatus. Any piling or structures in an adjacent slip must be depicted accurately on the plan view that is submitted with this form with dimensions shown.

4. All Boat Lift installations shall comply with the Riviera Dunes Boat Lift Specification, latest edition

5. All Mooring Piling installations shall comply with the Riviera Dunes Mooring Pile Specification, latest edition

6. All Dock Box installations shall comply with the Riviera Dunes Dock Box Specification, latest edition.

7. An original, current, Certificate of Insurance from the contractor's GL/PL insurance underwriter naming Homes of Riviera Dunes Homeowners Association, Inc. and the Slip Licensee, as Certificate Holders and as Additional Insured must accompany this application.

8. Any variance or deviation from this application, including, but not limited to, the approved plans, specifications and dimension must be specifically noted, and specifically approved as a variance prior to construction without approval, or failure to comply with and if constructed the terms and conditions herein, may result in a stopwork order, revocation of this approval, removal of the item by the Slip Licensee or the HOA and restoration of any existing structures as provide for herein.

9. A complete copy of the approved: (a) Slip Improvement/Alteration Application, (b) City of Palmetto Construction Permit (Not required for Dock Boxes), (c) 24/7 phone contact numbers for the Contractor and Slip Licensee shall be posted at the boat slip power pedestal during construction.

Indemnification: In exchange for **ten (\$10.00)** good and valuable consideration tendered by the Slip Licensee, the U.S. dollars, and other receipt and sufficiency of which is acknowledged by the HOA, Slip Licensee agrees to defend, indemnify and hold harmless the HOA from any and all claims, damages, liabilities, demands, injuries, suits arising out or resulting from the approval of this request, including without limitation that resulting from any work performed pursuant to the approved request and/or resulting thereafter, whether caused directly or indirectly, by the completed improvement(s), including all attorney fees, expenses, and all costs incurred by the HOA relating thereto.

I attest that I am the owner of the slip license associated with the slip number listed herein.  
I, the undersigned

agree to be bound by the terms and conditions contained herein as acknowledged below.

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

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

Initial \_\_\_\_\_

