



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463

Ph: (561) 641-8554 / [www.grsmgt.com](http://www.grsmgt.com)

## **OAKS EAST HOMEOWNERS ASSOCIATION, INC.**

### **REQUEST FOR ARCHITECTURAL COMMITTEE APPROVAL TO MODIFY/INSTALL GENERATOR**

Please note there is a required **Architectural Modification Application Processing Fee** in the amount of **\$25.00 payable to GRS Community Management** in the form of a money order or cashier's check.

#### **CONTRACTOR/VENDOR GUIDELINES**

All Homeowner and Condominium Associations require the following documents to be **provided by the Contractor/Vendor to the Homeowner** and submitted in whole with the Modification Application and Fee to be processed expeditiously:

1. \_\_\_\_\_ Current copy of Contractor/Vendor Occupational License.
2. \_\_\_\_\_ Current copies of a Contractor/Vendor Certificate of Liability Insurance, Automobile/Vehicle Insurance and Workers Compensation Insurance (or an Exempt Certificate must be provided).

#### **The COI's Certificate Holder must reflect the following verbiage:**

*"Name of Association" (in which the project is contracted)*  
c/o GRS Community Management  
3900 Woodlake Blvd. Suite 309  
Lake Worth, FL 33463

#### **The Association must be named as an Additional Insured.**

3. \_\_\_\_\_ No Application will be processed without being completed in its' entirety and submitted without all required supporting documentation as listed above and/or the fee(s).
4. \_\_\_\_\_ Applications and/or documentation submitted in part(s) or through a third party will not be accepted and will be returned to the Homeowner.

**Please submit payment with the attached application and ALL required documentation.**

Thank you.

## GENERATOR

## ACC Application

### Homeowner Information

Name	<input type="text"/>		
Address	<input type="text"/>		
Telephone	<input type="text"/>	<input type="text"/>	
Email address	<input type="text"/>		
Project Cost (Optional)	<input type="text"/>	Start date	<input type="text"/>
Description	<input type="text"/>		

### Vendor Information

Company	<input type="text"/>		
Telephone	<input type="text"/>	<input type="text"/>	
Email address	<input type="text"/>		
Contact name	<input type="text"/>		
Contact cell #	<input type="text"/>		
Contact email	<input type="text"/>		

## GENERATOR – Requirements

## ACC APPLICATION

All the following attachments must be included with the application before it can be reviewed by the ACC committee. Incomplete applications will be returned to homeowner and delay review and approval.

Non-Contractor representative during project. Initial one option below:

\_\_\_\_\_ We/I will be present during the duration of the project

\_\_\_\_\_ We/I will not be present during the project. Our noncontractor representative is

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Attachments:

1. Property survey showing the location of the generator and propane tank
2. Contractor's license and certificate of insurance
3. Security deposit of \$750.
4. Dumpster form signed and given to PM (If applicable).
5. Completed Generator Contractor Rules initialed / signed by the contractor and homeowner
6. Copy of all permits required for completion of project from the City or County

---

### Generator requirements:

1. All ACC Request Forms must comply with the applicable provisions of the Oaks East Rules and Regulations and be signed by the Homeowner where applicable.
2. Homeowners are requested to notify their neighbors when scheduling any this project so they may prepare for any potential inconvenience that would interfere with the peace and enjoyment of their homes.
3. Homeowner is responsible for paying fines relating to contractor HOA violations.
4. Homeowners making changes prior to receiving ACC approval will be subject to a fine and you may have to restore the site. Refer to the Declaration of Covenants and Restrictions to Article XII, "Architectural Control" and Article V, "Use of Property" for specific information for the community.

## GENERATOR: Contractor Rules and Standards

Initialed by  
Contractor:

- \_\_\_\_\_ No trucks or equipment can block the sidewalks
- \_\_\_\_\_ No parking vehicles on any grass
- \_\_\_\_\_ Only parking vehicles on side of the road with a sidewalk
- \_\_\_\_\_ Daily site clean-up including washing driveway and sidewalk of dirt, moving material, plywood, trash, and debris from view from the road. All materials and equipment must be put away at the end of each day. Failure to do so could result in a fine.
- \_\_\_\_\_ Construction hours:  
Monday to Saturday, 8:00am to 6:00pm  
No construction on Sundays or HOA legal holidays

I have read and agree to the above restrictions and limitations:

Company name:

Contractor signature:  Date:

Contractor name:

Homeowner signature:

Homeowner name:

By executing this architectural change, as approved by the ACC on behalf of itself, and the Association's Board of Directors, I/we, the homeowner(s), agree to and understand the following:

**Special Conditions**

1. Generators cannot be placed in an area that may interfere with the peace and enjoyment of their neighbor's home. The generator's location is be approved by ACC and may differ from the homeowner's proposal.
2. Homeowners are responsible for contacting the managing Irrigation Company to make any changes and/or repairs to the HOA irrigation system when installing a permanent generator, fuel tank, and landscaping. All costs associated with these changes and/or repairs are the responsibility of the Homeowner.
3. Using a copy of your property survey indicator with a circle ● the location of the propane tank and a square ■ to show the location of the generator. Include all dimensions and setbacks for both pieces of equipment.
4. All new electrical control boxes and conduit must be installed inside the garage and not on the exterior wall facing the neighbor's windows. The ACC can make reasonable exceptions when necessary and at their discretion.
5. Equipment cannot be in view from the road and must have screening materials of no less than seven (7) gallons in size and the appropriate number of shrubs used to immediately provide adequate screening of the generator from offsite view.
6. Homeowner to review the City of Palm Beach Generator Checklist appended to this document.

**General Conditions**

1. The homeowners are responsible to maintain the approved modification to the satisfaction of the Oaks East Homeowners Association (the Association).
2. Approved work must commence within thirty (30) days of the approval date. It must be completed within thirty (30) days of commencement and conform to the approved application.
3. No construction work is allowed on Sundays or HOA specified legal holidays, except for emergencies.
4. Contractor Services hours are from 8 am to 6 pm. [Except day 1 of roof work.
5. The homeowner must provide the Property Manager with a copy any building permits (where applicable) before work commences. Deposits will not be returned without a copy of the building permit being received, the post-construction inspections are completed, and any damages and repairs are resolved.

6. With prior approval of the Property Manager, waste dumpsters may be placed in unit driveways for a maximum of ten (10) consecutive days.
7. Security deposit must be paid for roof, pavers, pool, pool enclosure, windows, or any work that requires trucks or dumpsters to go over the driveway apron.
8. Homeowners must provide a photo of their driveway apron condition prior to work commencing, if not the ACC driveway apron assessment will be used to validate existing cracks in apron.
9. The homeowner is responsible to notify any future owner of all responsibilities explicitly stated or implied by this document.

I understand and accept the terms of this agreement.

Signature:

Date:

## GENERATOR – City Requirements

## ACC APPLICATION

### City of Palm Beach Gardens

#### Building Division

10500 North Military Trail

Palm Beach Gardens, Florida 33410

561.799.4201 fax 561.799.4211

www.pbgfl.com

### NEW GENERATOR

#### PERMIT APPLICATION CHECKLIST:

One (1) Building Permit Application completed, signed, and notarized by both the Property Owner and Qualifier. If the Owner is unable to sign the application, the Qualifier may sign on behalf of the Owner and a copy of the executed contract with the Owner's signature must be attached to the application. The estimated cost of the job shall include installation, materials, and equipment, including the generator and concrete slab.

A certified copy of the recorded Notice of Commencement is requested to be filed with the city before permit issuance but must be filed before the first inspection.

Owner/Builder Affidavit & Disclosure Statement with a copy of warranty deed, if applicable.

Two (2) site plans drawn to scale and two (2) surveys, showing existing and proposed structures, dimensions from all property lines, use of adjoining properties, driveway(s), swales, flood zones, and grades for drainage. *Note: The site plans may be omitted if "proposed" surveys are provided indicating the location of the proposed generator.*

Two (2) sets of signed and/or sealed electrical plans containing:

A site electrical plan, generator, transfer switch specifications, and generator installation instructions.

A riser diagram.

A complete panel schedule or an emergency panel schedule if proposing a new emergency panel. Schedules shall include the name of the connected load, circuit breaker, and wire size. The schedule should coincide with the load calculations.

Type of fuel, and the generator's amperage output on the listed fuel.

Load calculation. Feeder and service loads to be connected to the generator shall be calculated in conformance with the generator manufacturer's specifications and Articles 220 (standard or optional calculations), 701.6, and 702.5 of the National Electrical Code.

All generators shall be installed in compliance with NFPA-37 and located to be no less than 5' from any openings in walls and 5' from combustible walls (separation to combustible walls may be reduced by providing a 1-hour fire rating). [4.1.4]

Fuel tanks and piping shall be installed in conformance with NFPA-54 (natural gas), NFPA-58 (propane), or NFPA-30 (liquid fuels).

Separate permit is required for fuel tanks and piping to all generators.

Additional permitting is required from the Department of Environmental Resource Management for liquid fuel storage tanks either above or below ground (depending upon capacity).

Generators may not be located in any front setback and must be located immediately adjacent to the principal structure. Generators must also be placed 3 feet away from any other machinery.

Generators must be screened from view of adjoining properties by landscaping or other approved means.

Generators may not be located to impede the individual site drainage in any manner.

**A City of Palm Beach Gardens Building Permit *does not* assure compliance with your Property Owners or Homeowners Association rules, regulations, and/or deed restrictions. Owners are advised to obtain approval from their Property Owners or Homeowners Association before making any improvements to their property.**

---

**The Building Division will be unable to approve your application if any of the items listed above are incomplete or missing. Please review this list carefully to ensure all listed requirements have been met. *An application for any proposed work becomes invalid if the application is abandoned for 180 days or more.***