

**TRADE WINDS WEST CONDOMINIUM  
CONSTRUCTION, ALTERATION & RENOVATION GUIDELINES  
(Implementation of Declaration of Condominium Provisions, see attached)**

**CONSTRUCTION & RENOVATION RULES**

**Owner Guide**

These guidelines are adopted pursuant to the authority granted to the Board of Directors under the Declaration of Condominium, Bylaws, and Chapter 718, Florida Statutes. They are intended to implement and clarify existing maintenance, alteration, nuisance, and common element protection provisions of the governing documents.

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**SCOPE**

These guidelines apply to all construction, renovation, alteration, repair, demolition, installation, or other work performed within a Unit or affecting the Condominium Property, whether performed by an Owner, tenant, occupant, guest, or contractor.

Owners are responsible for compliance by all persons performing work on their behalf.

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**PERMITTED WORK HOURS**

To protect the quiet enjoyment of residents and preserve the Condominium Property, work that creates noise, vibration, dust, odor, or other disturbance is permitted only during:

- **Monday–Friday:** 8:00 AM – 5:00 PM
- **Saturday:** 9:00 AM – 5:00 PM
- **Sunday & Legal Holidays:** No work permitted

These hours apply regardless of governmental permit status.

Emergency repairs necessary to prevent property damage or injury are permitted at any time; however, the Board must be notified as soon as practicable.

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**PRIOR APPROVAL REQUIRED**

Prior written Board approval is required before commencement of any work that:

- Alters structural components
- Impacts plumbing, drainage, waterproofing, electrical, or HVAC systems
- Affects load-bearing components
- Impacts common elements or limited common elements
- Impairs easements or building systems

Submission must include a written scope of work and contractor information.

Approval may include reasonable conditions necessary to protect the Condominium Property.

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**PERMITS**

Owners are solely responsible for obtaining all required governmental permits and inspections.

- See the following for work that requires permits: [Florida Building Code Information | Marathon, Florida](#) and [Florida Building Code Online](#)
- Work may not begin until permits are issued
- Copies must be provided if requested

The city of Marathon will require a letter from the Association approving the work before issuing a permit.

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## **CONTRACTORS**

All contractors must:

- Be properly licensed as required by Florida law
- Maintain required liability and workers' compensation insurance
- Comply with these guidelines and all governing documents

The Association may request proof of licensure and insurance.

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## **HIGH-IMPACT WORK**

- Tile removal, concrete cutting, grinding, coring, or similar high-noise activities must be confined to permitted hours.
  - Owners shall provide reasonable advance notice to adjacent units when such work is scheduled.
  - The Board may impose reasonable scheduling limitations to minimize disruption.
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## **PROTECTION OF COMMON AREAS**

Owners must ensure that:

- Common areas are protected from damage
- Hallways are used in accordance with Association procedures
- No materials or debris are stored in common areas without approval

Owners are strictly responsible for the repair of any damage to common elements.

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## **CLEANLINESS AND DEBRIS**

Work areas must be maintained in a safe and clean condition.

Construction debris shall be removed from the property unless otherwise authorized.

Common dumpsters may not be used for construction debris without written permission

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## **WATER AND BUILDING SYSTEMS**

- Alterations to plumbing, drainage, or waterproofing systems must be performed by licensed contractors.
  - Water or electric shutoffs affecting other Units require advanced coordination with the Board.
  - The Association may require post-work inspection of building systems impacted by alterations.
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## **ENFORCEMENT**

Failure to comply may result in:

- Stop-work directives
  - Fines as permitted by the governing documents and Chapter 718
  - Liability for all damages
  - Legal action for injunctive relief
  - Recovery of attorney's fees and costs as permitted by law
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## **BOARD AUTHORITY**

Nothing herein limits the Board's authority under the governing documents to regulate alterations, prevent nuisance, protect common elements, or enforce compliance.

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**Effective Date: 3.21.2026**

## **Declaration of Condominium, Trade Winds West Condominium**

### **5. Maintenance, alteration, and improvement.**

Responsibility for the maintenance of the condominium property, and restrictions upon its alteration and improvement, shall be as follows:

#### **5.1 Apartments.**

a. By the Association. The Association shall maintain, repair and replace at the Association's expense:

(1) All portions of an apartment, except interior surfaces, contributing to the support of the apartment building, which portions shall include but not be limited to load-bearing columns and load-bearing walls.

(2) All conduits, ducts, plumbing, wiring, and other facilities for the furnishing of utility services contained in the portions of an apartment maintained by the Association; and all such facilities contained within an apartment that service part or parts of the condominium other than the apartment within which contained; and

(3) All incidental damage caused to an apartment by such work shall be repaired promptly at the expense of the Association.

b. By the apartment owner. The responsibility of the apartment owner shall be as follows:

(1) To maintain, repair, and replace at his expense all portions of his apartment except the portions of his apartment to be maintained, repaired, and replaced by the Association. Such shall be done without disturbing the rights of other apartment owners. Not to paint or otherwise decorate or change the appearance of any portion of the exterior of the apartment building.

(2) To promptly report to the Association any defect or need for repairs for which the Association is responsible.

c. Alteration and improvement. Neither an apartment owner nor the Association shall make any alteration in the portions of an apartment or apartment building that are to be maintained by the Association, or remove any portion of such, or make any additions to them, or do anything that would jeopardize the safety or soundness of the apartment building, or impair any easement, without first obtaining approval in writing of owners of all apartments in which such work is to be done and the approval of the Board of Directors of the Association. A copy of plans for all such work prepared by an architect licensed to practice in this state shall be filed with the Association prior to the start of the work. Provided, however, that an apartment owner who has purchased two apartments may elect to combine such apartments with a modified floor plan in accordance with any of the standard alternate floor plans which are attached hereto as Exhibit B upon first obtaining approval of the Association.