**Silver Queen East**

**Unit Modification Request**

Summit Resort Group

PO Box 2590

Dillon, CO 80435

970-468-2556

azangari@srgsummit.com

Fax 970-468-2556

**Silver Queen East Unit #** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Mailing Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City State Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**My request involves the following type of improvement:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Specifics of work (include design specifics, materials and location of proposed improvement):**

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**Planned commencement date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Planned completion date:** \_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Silver Queen East Association Unit Remodel Requiremen**ts:

-Must ensure that the original IIC (Impact Isolation Class) and STC (Sound Transmission Class) ratings are maintained.

-For example, replacing existing carpet with hardwood or ceramic tile flooring require an appropriate sound attenuation mat material to be included in the installation.

-The planned floor section with the product performance specifications and calculations of the resulting IIC and STC values are to be submitted to the Silver Queen East Association for review.

-Any qualified contractor/ installer can provide the sectional detail, materials and calculations; this information can also be obtained through online searches.

-Owners are required to pull proper permits with Summit County and are required to submit remodel plans to the Silver Queen East Association (through the property management company) and receive approval prior to beginning their remodel project.

-Applicants are responsible for the protection and cleanup of common area and limited common areas (examples; slurry handling & disposal, providing mats to protect walkways). Owners, and contractors hired by owners, are responsible for leaving the property in the same, or better, condition which they found it. Owners and contractors are responsible for cleaning any other units that may be impacted by their work. All demolition materials, slurry, dust and paint must be disposed of off of the property.

-Any construction or renovation work being performed on an individual home should be performed between 8:00 a.m. and 5:00 p.m. Monday – Saturday. No disruptive work such as saws, grinding, hammering, etc. is to be performed outside of these hours. No such disruptive work on homes is permitted on Holidays including December 24 – January 1, Memorial Day weekend, 4th of July weekend, Labor Day weekend, Thanksgiving weekend and President’s Day weekend. This includes work performed by a licensed contractor or a homeowner.

I understand that I must receive the written approval from the Association in order to proceed. This approval does not constitute approval of the local building or zoning department, nor structural or engineering safety and/or soundness. I understand that I may be required to obtain building or other permits or approvals prior to commencement of any work. I agree that my failure to obtain required building or other permits or approvals will result in the withdrawal of the Association approval. I further agree

Upon completion of my improvement, I hereby authorize a delegate of the Association to enter onto my property for exterior or other items that may affect common area elements for inspection at a mutually agreed upon time, if requested. I agree that the failure to notify the Association in writing of the completion of the improvement, or my refusal to allow inspection, shall result in the withdrawal of the approval. I further agree that if, at any time during the process, the Association or its agent requests to enter onto the lot or requests further information to determine if the improvement is being constructed in accordance with the approved plan and in compliance with the covenants and guidelines, I will comply with the request. I agree that my failure to comply with the request will result in the withdrawal of the approval. I further understand that the Association may request additional information prior to reviewing the request. In addition, I agree that my failure to start or complete the improvement within the time specified on the application shall result in the withdrawal of the approval unless an extension is requested in writing and approved in writing.

**An approval is valid for a maximum of 120 days from the date of your notification.** One 15 day extension may be granted, if requested in writing. If your project is not completed within this time frame, you must request a new approval. You should keep a copy of your ARC approval in your personal files and provide a copy of same, if requested in the future.

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Homeowner’s Signature / Date