

An **architectural modification** is defined as any change made to the interior or exterior of a unit, or the limited common element. Importantly, it is the responsibility of the Association to ensure that a **modification** does not harm the limited common element, interior building structure, and the safety of the residents.

**Needs ARC submission**

Item	NOTE
------	------

All windows and doors including those that are attached to common elements. This would include doors leading to balcony, doors leading to stairwells and walkways to those stairwells. It does not include garage doors and the door leading to garage from lobby which is Association responsibility unless repair/replacement is due to negligence by the unit owner.	Specifications should be addressed by the contractor(s) hired to do the specific work; protocol approved by the Board 12/21/21
---	--

Installation of exterior TV antennas	Needs board approval
--------------------------------------	----------------------

Installation or replacement of exterior storm shutters.	Specifications should be addressed by the contractor(s) hired to do the specific work
---	---

Installation or replacement of mosquito screens, sun shades or glass enclosures on balconies.	Specifications should be addressed by the contractor(s) hired to do the specific work. The approved screen colors are Beige for the sun shade and Charcoal for the mosquito screen.
---	---

Any and all structural changes to unit interiors including but not limited to moving walls, plumbing, electrical connections (boxes, etc) where these items could harm the interior of building, or jeopardize the safety of residents.	Specifications should be addressed by the contractor(s) hired to do the specific work
---	---

Replacement of HVAC systems	Specifications should be addressed by the contractor(s) hired to do the specific work
-----------------------------	---

Any major remodel that will take place (such as gutting a kitchen or bathroom) and its' scope	Specifications should be addressed by the contractor(s) hired to do the specific work
---	---

--	--

<b>Hard Surface Flooring:</b> An apartment owner wishing to install any hard surface flooring material (including, but not necessarily limited to Ceramic Tile, Marble, Wood, Etc.) inside his unit, must first obtain the approval of the Board. The apartment owner must provide a description of the proposed installation along with any other reasonable information requested by the Board. The apartment owner is required to install a Sound Control Underlayment System which will provide an Impact Insulation Class (IIC) rating of .55 or greater as further described herein. The apartment owner must provide to the Association, prior to installation and at the time of requesting the Association's approval, Independent Laboratory Test data which shows that the proposed underlayment system to be used has been tested without a suspended ceiling below and achieved a rating of IIC .55 or greater. (emphasis added)	Specifications should be addressed by the contractor(s) hired to do the specific work
---	---

An **architectural modification** is defined as any change made to the interior or exterior of a unit, or the limited common element. Importantly, it is the responsibility of the Association to ensure that a **modification** does not harm the limited common element, interior building structure, and the safety of the residents.

**Does not need ARC submission**

Item	
------	--

Carpeting replacement as long as sub flooring is left in place or replaced with same specs as original	
--	--

Painting/wallpaper	
--------------------	--

Fireplace modifications	Only exterior modification is not required to have an ARC form.
-------------------------	---

Interior doors not leading to common areas	
--	--

Interior window coverings	
---------------------------	--

Cabinet built-ins	
-------------------	--

Bathroom remodeling (excluding plumbing)	Depends upon how extensive the re- modeling is and whether any plumbing will be relocated; check with Elliott Merrill first.
--	--

Replacement of interior/exterior ceiling fans	
---	--

Kitchen cabinet/countertop remodeling (excluding plumbing)	Depends upon how extensive the re- modeling is and whether any plumbing will be relocated; check with Elliott Merrill first
--	---

An architect

Ass

Item

Any equipment the use of " unless gas c

Installation c

The fireplace modified as

**Somerset Bay Condominium Association, Inc.**  
**Non-Bay Windows & Glass Doors Replacement and**  
**Balcony Enclosure Protocol**  
**10/27/2022**

**NOTE:** new words inserted in the text are underlined, and words to be deleted are lined through with hypens.

Any ARC Unit Modification from an owner to replace non bay windows or glass doors facing externally can be approved by the Somerset Bay Board of Directors based on the following:

1. must adhere to the existing external building architecture to include but not be limited to paint color, external window shutters, stucco;
2. during the installation, the Board has the right to perform inspections of the installation with a company of its choice, but paid for by the homeowner to ensure water tightness, as well as that all common elements were repaired;
3. if damage is determined, the Board's chosen company will make the repairs and the cost will be borne by the homeowner. If no damage is found, the Board will advise the homeowner in writing that the installation inspection is complete and approved;
4. the Association must be included in insurance coverage with proof of same PRIOR to final approval by the board;
5. the owner must have the contractor estimate provide the following:
  - a. the accepted window color/type/number that will be the PGT 8100 series as an impact rated single hung window. The glass choice will be the Low-e 366 with Gray tinted glass. The windows will be White Vinyl windows with SDL grids in between the glass and surface applied on the exterior. The window details/options can be viewed online at:  
<https://www.pgtwindows.com/product/preferred-french-door-fd5555/> &  
[https://www.floridabuilding.org/upload/PR\\_Instl\\_Docs/FL253\\_R22\\_II\\_20-0427.05.pdf](https://www.floridabuilding.org/upload/PR_Instl_Docs/FL253_R22_II_20-0427.05.pdf) 2

b. for French and single doors, the door choice will be PGT 5555 plain, impact glass Low-e 366 Gray tinted glass with white Vinyl windows.

~~c. for those of you who are interested in replacing your hurricane shutters with glass doors surrounding the veranda, you must use white impact certified aluminum Euro wall Vista multi slide doors with grey insulated Low e 366 impact glass with black leather weather strip.~~

~~Any owner requesting this type of Unit Modification must also sign a Release and Hold Harmless Agreement, on file with A R Choice. In addition, the ARC Unit Modification request should include all of specifications and the installation process, inclusive of the contractor.~~

6. Glass Balcony Enclosures of any kind are not permitted. However, the installation of code compliant aluminum storm shutters in the color White, mosquito screens in the color Charcoal and/or sunscreens in the color Beige surrounding the balconies are permitted with prior written approval of the Board of Directors. An ARC request for approval with all supporting documents must be submitted for approval by the Board to be considered.

# SOMERSET BAY CONDOMINIUM ASSOCIATION, INC.

c/o A.R. Choice Management, Inc.

100 Vista Royale, Vero Beach, FL 32962 ~ Phone (772) 567-0808 ~ Fax (772) 567-2551

Abe@ARChoice.com ~ Pam@ARChoice.com ~ Jackie@ARChoice.com

## Somerset Bay Board Meeting Minutes

**Date:** **October 27, 2022**

1. Call to Order: Dave Malek called the meeting to order at 3:30 PM
2. Establish Quorum: Present: Dave Malek, Tim Buhl, Matt Halvorsen, Denise Bozich and Doug Lynn were present. A quorum of the Board was in attendance.
3. Proof of Notice of Meeting: Denise Bozich provided a signed and notarized affidavit of meeting stating that notice of meeting was emailed, mailed and posted as required by Florida Statute.
4. New Business
  - a. BOD Discussion to address the Somerset Pond rising water levels, and BOD Action Plan to alleviate excess water and drainage issues impacting Somerset Bay, building driveways and South Jungle Trail. The board explained that during Hurricane Ian the drainage pipe that connects the pond with the Indian rive lagoon became clogged. This caused flooding of the Jungle Trail and several building driveways. Two Companies have been called in to give bids to remove the mangroves that have grown into the pipes causing the pipes to clogged. The artesian well that feeds into the pond has been shut off. Going forward we will have the pipes inspected quarterly to ensure they are free of debris. Mangroves in this area will be cut away to prevent them from growing into the lines. The board will provide owners with further developments at the next meeting.
5. Adjournment: Motion by Matt Halveson and seconded by Denise Bozich. Motion carried.

**Somerset Bay Condominium**  
**Non-Bay Windows & Glass Doors Replacement Protocol**  
**12/21/2021**

Any ARC Unit Modification from an owner to replace non bay windows or glass doors facing externally can be approved by the Somerset Bay Board of Directors based on the following:

1. must adhere to the existing external building architecture to include but not be limited to paint color, external window shutters, stucco;
2. during the installation, the Board has the right to perform inspections of the installation with a company of its choice, but paid for by the homeowner to ensure water tightness, as well as that all common elements were repaired;
3. if damage is determined, the Board's chosen company will make the repairs and the cost will be borne by the homeowner. If no damage is found, the Board will advise the homeowner in writing that the installation inspection is complete and approved;
4. the Association must be included in insurance coverage with proof of same PRIOR to final approval by the board;
5. the owner must have the contractor estimate provide the following:
  - a. the accepted window color/type/number that will be the PGT 8100 series as an impact rated single hung window. The glass choice will be the Low-e 366 with Gray tinted glass. The windows will be White Vinyl windows with SDL grids in between the glass and surface applied on the exterior. The window details/options can be viewed online at:  
<https://www.pgtwindows.com/product/preferred-french-door-fd5555/> &  
[https://www.floridabuilding.org/upload/PR\\_Instl\\_Docs/FL253\\_R22\\_II\\_20-0427.05.pdf](https://www.floridabuilding.org/upload/PR_Instl_Docs/FL253_R22_II_20-0427.05.pdf)

b. for French and single doors, the door choice will be PGT 5555 plain, impact glass Low-e 366 Gray tinted glass with white Vinyl windows.

c. for those of you who are interested in replacing your hurricane shutters with glass doors surrounding the veranda, you must use white impact certified aluminum Euro-wall Vista multi slide doors with grey insulated Low-e 366 impact glass with black leather weather strip.

Any owner requesting this type of Unit Modification must also sign a Release and Hold Harmless Agreement, on file with A R Choice. In addition, the ARC Unit Modification request should include all of specifications and the installation process, inclusive of the contractor proposal.

# SOMERSET BAY CONDOMINIUM ASSOCIATION, INC.

c/o A.R. Choice Management, Inc.

100 Vista Royale, Vero Beach, FL 32962 ~ Phone (772) 567-0808 ~ Fax (772) 567-2551  
Abe@ARChoice.com ~ Pam@ARChoice.com ~ Jackie@ARChoice.com

## Board Meeting Minutes December 21, 2021

On December 21, 2021 the Board of Somerset Bay Condo Association met via Zoom hosted at the offices of A.R. Choice Management, Inc.

The meeting was called to order by Board President Dani Bourgie at 1:00pm.

Dani Bourgie verified that a quorum of the Board was present including Dave Malek, Matt Halvorsen, Kristine Szerenyi and Dani Bourgie.

Pam Kinney verified that proper notice of meeting was posted 48 hours prior to meeting as required by Florida Statute.

Kristine Szerenyi made a motion to skip the reading of and approve the minutes of the November 30, 2021 Board meeting. Dave Malek seconded the motion. All were in favor, motion carried.

Kristine Szerenyi made a motion to approve the Non-Bay Windows and Glass Doors Replacement Protocol. Dave Malek seconded the motion. All were in favor, motion carried.

Kristine Szerenyi noted that any owner that would like a copy of the protocol can find it on the A.R. Choice owner's portal under Documents/Forms.

Dani Bougie made a motion to adjourn the meeting. Dave Malek seconded the motion. All were in favor, meeting adjourned at 1:03pm.