





**SEACREST CONDOMINIUM HPR  
UNIT WINDOW AND DOOR REPLACEMENT AND REPAIR  
RULES AND GUIDELINES**

Revised: August 23, 2022

These Unit Window and Door Replacement and Repair Rules and Guidelines are applicable to the SeaCrest Condominium Horizontal Property Regime (“SeaCrest”) and have been adopted by the Board of Directors (“Board”) of the SeaCrest Property Owners Association, Inc. (“POA”). The Board has the right to add to, revoke, change, amend or interpret these rules as they deem in the best interest of the owners, guests and the property.

**A. Master Deed Restrictions and Requirements.**

Per the Master Deed:

- No unit Owner shall make any change to the exterior of the building, change the exterior of the building or otherwise do any structural work on the exterior of the building without first obtaining written permission from the Association.
- No screen doors, storm window, storm doors or other things may be added to the exteriors without first obtaining the written permission of the Association.
- The sides of all interior window treatment facing outside of the building shall be white in color and the color of all doors shall be uniform.
- Each door into a residential unit shall conform with the statutes, laws and regulations that pertain to the design, safety and security features of commercial rental property or hotels.

**B. Exterior Windows, Sliding Doors, Front Door and Hallway Windows.**

Exterior windows, sliding doors, front door and hallway windows are Limited Common Elements. The responsibility for the repair or replacement of a unit’s exterior windows, sliding doors, front door and hallway windows is defined by the following rules and guidelines:

1. This type of work is deemed a Major Renovation and the unit owner must follow, comply with and is subject to the SeaCrest Condominium Horizontal Property Regime Remodeling and Renovation Rules and Procedures.
2. The maintenance of these items, including replacing windows or sliding glass doors that have broken seals and/or rollers issues, is the financial responsibility of the unit owner.
3. The unit owner must replace window panes and sliding glass door panes with hurricane glass and windows that are clear and consistent with SeaCrest windows and doors. The Master Deed requires that any replacement must be approved in writing by the POA in advance.
4. Replacing an exterior window, sliding door or front door **unit** (including the frame) is replacing an exterior component and is the financial responsibility of the unit owner. The Master Deed requires that any replacement must be approved in writing by the POA in advance and coordinated with the POA.
5. A window replacement, slider door unit and/or a front door unit must have the same appearance and be of the same material and color as the window or door being replaced. Glass must be clear and hurricane resistant. The installation of replacement exterior windows, slider door units or door units shall done by either:
  - a. the POA at the unit owner's expense, or
  - b. a licensed and insured contractor hired by the unit owner, provided that:
    - i. The unit owner must follow, comply with and is subject to the SeaCrest Condominium Horizontal Property Regime Remodeling and Renovation Rules and Procedures, Revised 5/24/22
    - ii. The licensed contractor must obtain all required building permits, and
    - iii. IMC, the SeaCrest Property Management Company, must inspect the installation at (a) the completion of the demo and prep of the installation and (b) after the installation has been

completed. The SeaCrest Property Management Company will let the unit owner know the cost of the inspections.

6. Routine maintenance caulking of the exterior of exterior windows and sliding doors will be the responsibility of the POA.
7. Maintenance of the interior interface between a unit's exterior windows and sliding doors (such as interior caulking, molding, etc.) is the responsibility of the unit owner.
8. With regard to known water intrusion associated with the exterior interface between a unit's exterior windows, sliding doors or front door (ex. caulking, flashing, etc.) or common element structural issues, the POA will inspect to determine: (a) the likely cause of water intrusion; (b) possible solutions to the issue; and (c) whether the cost of the repair or replacement is the responsibility of the unit owner or the POA under the Master Deed. In any event, the Master Deed requires that any repairs and/or replacement of these Limited Common Elements must be approved in advance in writing by the POA and coordinated with the POA.