

# Hidden Springs Condominiums

715 Sandy Court, Altamonte Springs, FL 32714  
(407) 862-3140 Office (407) 862-8727 Fax

## ARCHITECTURAL REVIEW BOARD Renovation / Addition Request for Approval

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Describe the change, location & specifications for same:

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Attached copies of plans, pictures, and/or samples to form

All work must conform to local zoning and building codes; and must obtain all permits if request is approved by the Architectural Review Board.

**Satellite Dishes: The company must notify Manager before install in order for the location to be approved and after install in order for a final inspection to be performed. The dish must be installed on your limited common element (chimney or patio) not your neighbor's. If the satellite dish is no longer in use or you move, you must remove the dish, caulk the holes, and remove all wires.**

The Condominium owner is responsible for all required maintenance and/or repairs to said change at their sole expense. If said change is in the way of the Association performing maintenance to the buildings or common elements it will be at the owner's expense to put it back to original location and specifications. If unit is old, the contract shall be contingent in future owner to assume same responsibility.

\_\_\_\_\_  
Signature

**----To be completed by the Architectural Review Board----**

Action Take:      ( ) Approved                      ( ) Denied

Homeowner must call the office (407)862-3140 to schedule an inspection date.

Installation:      ( ) Approved                      ( ) Denied

Inspection Date: \_\_\_\_\_ By: \_\_\_\_\_

Comments:

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## **COVER LETTER REQUIREMENTS FOR INSTALLING SATELLITE/CABLE**

**Please Read Carefully**

**It is very important that you get all 3 approvals signed for approval of installation.**

### **Satellite Dishes:**

- 1) The dish company must notify On Site Manager before installation in order for the location to be approved and after install in order for a final inspection to be performed.
- 2) The dish must be installed on your limited common element (chimney or patio) not your neighbors.
- 3) If the satellite dish is no longer in use or you move, you must remove the dish, caulk the holes and remove all wires.
- 4) Installation cannot occur until you have signed copies of 3 authorization forms required by the association. 1) ARB approval signed by board member; 2) HO Installation Contract signed by Homeowner; 3) Letter to Service Vendor.

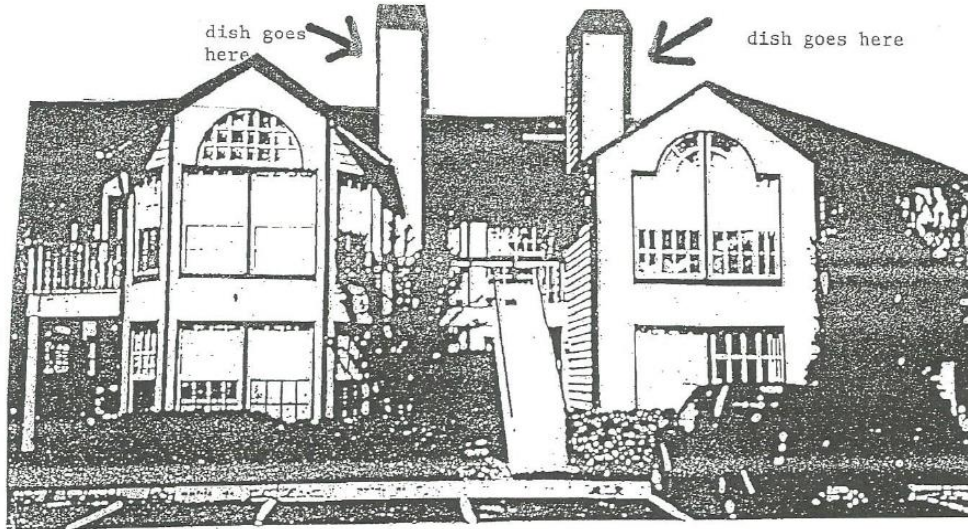
### **Cable Installation:**

- 5) All residents having cable installed in units must make request at the On Site Manager's office if the cable line are to be installed via exterior common walls and/or plant beds.
- 6) Any cable lines that require to be run thorough the attic of the building as long as a hole is not drilled into the firewall. Any and all damages to the firewall will be the responsibility of the vendor.
- 7) All cable lines in plant beds must be buried at a depth that will not interfere with landscaping equipment. All cable is to be buried as close to the building as possible until it reached the location on the unit where the hole will be drilled. It will also need to be installed along the trim boards as much as possible.
- 8) Cable lines that are not properly buried in plant beds may be subject to damage by landscaper or maintenance on property. The landscaper and maintenance for the Association will not be responsible for damaged cable lines.
- 9) Installation cannot occur until you have signed copies of 3 authorization forms required by the association. 1) ARB approval signed by board member; 2) HO Installation Contract signed by Homeowner; 3) Letter to Service Vendor.

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## REQUIREMENTS FOR INSTALLING SATELLITE/CABLE



### One Time Authorization for Cable TV or Satellite Dish Installation

Pursuant to our Unit Owner \_\_\_\_\_ # \_\_\_\_\_, this will authorize the cable or satellite company to do the following:

- 1) Run the cable wire up the side of the building, directly above the cable terminal box.  
Drill a hole large enough to allow entry of the cable into the unit. Any cable lines that require to be run through the attic of the building as long as a hole is not drilled into the firewall. Any and all damages to the firewall will be the responsibility of the vendor.
- 2) Satellite Dish shall not exceed 32 inches in size.
- 3) Cable must be run along trim boards with a loop at point of entry and by dish.
- 4) Dish must be located on chimney above roof line per detail above on limited common element (chimney or patio) not your neighbors.
- 5) Homeowner is responsible for the installation and that all guidelines are followed since homeowner is under contract with the service provider.
- 6) Cable/Satellite can only be installed with approved vendor letter.
- 7) If the satellite dish is no longer in use or you move, you must remove the dish, caulk the holes and remove all wires.
- 8) Installation cannot occur until you have signed copies of 3 authorization forms required by the association. 1) ARB approval signed by board member; 2) HO Installation Contract signed by Homeowner; 3) Letter to Service Vendor.

This authorization is specifically limited to this one unit.

This authorization is granted with the understanding that the structure of the building will not be altered except for a hole large enough for the cable to pass through, and that the hole will be plugged to seal the opening around the cable.

This authorization shall NOT exempt the cable company, installer or homeowner from responsibility for any subsequent damage to the building, such as cutting electrical wiring, and/or plumbing pipes, etc.

I understand the above information

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date

# Hidden Springs Condominiums

715 Sandy Court, Altamonte Springs, FL 32714  
(407) 862-3140 Office (407) 862-8727 Fax

To: Brighthouse Cable Service / Direct TV / Dish Network  
From: The Board of Directors  
Re: **VENDOR AUTHORIZATION - INSTALLATION OF CABLE/SATELLITE**

Date: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

All Residents having cable installed in units must make request in the property manager's office if the cable lines are to be installed via exterior common walls and/or plant beds. The unit referenced above has requested cable line installations that may require drilling a hole through the exterior or interior wall of the unit and common wall. Following are guidelines that must be adhered to by cable installer:

1. The opening to any exterior wall should be minimal to permit cable to run through it.
2. Any cable that runs on the outside of the building exterior wall that is noticeable will require installation of a covering (conduit) that is fastened to the building.
3. Any cable lines that require to be run thorough the attic of the building as long as a hole is not drilled into the firewall. Any and all damages to the firewall will be the responsibility of the vendor.
4. Any damage to the property by the vendor must be repaired by the vendor and/or homeowner at their expense.
5. All cable lines in plant beds must be buried at a depth that will not interfere with landscaping equipment. All cable is to be buried as close to the building as possible until it reaches the location of the unit where the hole will be drilled. It will also need to be installed along the trim boards as much as possible.
6. Cable lines that are not properly buried in plant beds may be subject to damage by landscaper or maintenance on property. The landscaper and maintenance for the Association will not be responsible for damaged cable lines.
7. Any satellite dish and cable installation must have board approval prior to installing in order for the location to be approved and afterwards for final inspection. Dish must be installed on individual homeowners limited common elements (chimney or patio) not neighbors. (Unit number provided above).
8. Improper installation will be the responsibility of the service provider or homeowner to correct the issue.

Permission is granted for the installation of cable lines with the understanding that the above guidelines will be strictly adhered to with supervision provided by the resident and installer.

Signed: \_\_\_\_\_ Management Affiliate

I AGREE to the guidelines listed above as contained in that statement: \_\_\_\_\_ Unit \_\_\_\_\_  
Homeowner

I (the service provider) AGREE to the guidelines listed above as contained in that statement and have viewed the signed ARB approval from the homeowner.

\_\_\_\_\_ Brighthouse/Direct TV or Dish Network Installer

Date \_\_\_\_\_