

# ***MONTERREY CONDOMINIUM ASSOCIATION, INC.***

## ***Hurricane Shutter Specifications and Installation Guidelines***

Florida Statute S.718.113 specifically authorizes an Association to adopt hurricane shutter specifications within each condominium. The specifications of the Monterrey Association include, color, style and other factors deemed relevant to the Monterrey Board of Directors.

The Monterrey Hurricane Shutter Specification & Installation Guidelines is as follows:

### **SHUTTER SPECIFICATIONS**

**All installations must meet or exceed the Dade County Building/Hurricane Code and be permitted and inspected by the City of Marco Island Building Department for certification of compliance.**

### **INSTALLATION GUIDELINES**

#### **BALCONY TERRACE:**

All unit balcony terrace areas shall have accordion style shutters only. The accordion shutters shall be installed inside the railing structure on a radius matching the existing layout of the balcony railing. The accordion shutter system shall consist of the following:

- Tracks will be custom radius designed and specifically engineered for all perimeter balcony applications. The accordion blade material shall be manufactured and installed in compliance to the Dade County Building/Hurricane Code. All building penetrations must be caulked with a waterproofing caulking before installing any mechanical fasteners. On resident floors three and four the accordion shutters must be **powder coated** custom colored or to match the exterior color of the building. On floors five through 20, the accordion shutter must be ivory in color to closely match the exterior color of the building.
- To provide a uniform appearance, the balcony accordion shutters must be stacked as follows:
  - 1) One Column Balconies – all but two blades, the minimum number of accordion blades used for the locking assembly, is stacked away from the column against the wall.
  - 2) Two Column Balconies – all but two blades, the minimum number of accordion blades used for the locking assembly, is stacked away from the column against the wall. However, the center accordion shutter system located between the two columns shall be situated so the locking device is in the center of the shutter opening.

Adopted 11.23.99, Revised 10.7.09 to include powder coat custom colored paint third and fourth floor.

**WINDOWS/DOORS:**

All windows and door openings shall have rolling style shutters only. Rolling shutters will be installed against the glass/building. The window and door openings will be treated as follows:

- The rolling shutter material shall be manufactured and installed in compliance to the Dade County Building/Hurricane Code. Rolling shutters may be manually operated or motorized. All building penetrations must be caulked with a waterproofing caulking before installing any mechanical fasteners. On resident floors three and four the rolling shutters and box must be powder coated custom colored or to match the exterior color of the building. On floors five through 20, the rolling shutters and shutter hood must be ivory in color to closely match the exterior color of the building. The rolling shutter hood shall be similar to those already existing.

**APPROVAL PROCESS**

No storm shutter, screen or other device will be permitted unless otherwise first approved by the Board of Directors or its designee.

Any unit owner wishing to install storm shutters, must first submit, in writing, information from the shutter company that meet or exceeds the above hurricane shutter specifications and installation guidelines.

The authorized shutter company shall provide to the Association, in advance, a current copy of the company’s liability/worker’s compensation insurance, all contractor and electrical licenses and a City of Marco Island shutter permit.

Where necessary, for aesthetic continuity, the decorative pre-cast and/or foam banding on the building may require modification. Any such modification must be first approved by the Manager and/or Board of Directors. The shutter company and/or unit owner shall be held responsible for any damage, repairs, or waterproofing resulting in the modification to the common elements.

If applicable, the unit owner shall provide a shutter key to management for the file. If applicable, the unit owner shall provide the electronic code to the motorized rolling shutters, if installed on the entry door.

**The shutter company shall notify the Monterrey Management office two weeks in advance of the scheduled installation.**

**NOTIFICATION TO ASSOCIATION**

I, \_\_\_\_\_, have been engaged to install storm shutters at the Monterrey Unit # \_\_\_\_\_. The shutter installation will meet such Monterrey Condominium “Storm Shutter Specifications and Installation Guidelines.” I hereby submit notification of such intent to the Monterrey Condominium Association, Inc.

Company Name: \_\_\_\_\_

\_\_\_\_\_  
(AUTHORIZED AGENT)

\_\_\_\_/\_\_\_\_/\_\_\_\_  
(Date)