

**MAUI SANDS 1 & 2**  
**HOMEOWNER IMPROVEMENT REQUEST FORM**

**Homeowner Information:**

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

Unit #: \_\_\_\_\_

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

Phone 1: \_\_\_\_\_

\_\_\_\_\_

Phone 2: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Fax No.: \_\_\_\_\_

**Project Information:** (Attach additional sheets if necessary)

Describe scope of proposed project.

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

Proposed construction start date: \_\_\_\_\_ Estimated time to complete project: \_\_\_\_ Day Week Month

Is owner doing the work? Yes No Will there be any changes to electrical or plumbing? Yes No

General Contractor: \_\_\_\_\_

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

Electrical Contractor: \_\_\_\_\_

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

Plumbing Contractor: \_\_\_\_\_

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

**PLEASE NOTE**

**Hawaii Licensed Contractor must perform all improvement projects that include electrical, plumbing, or structural improvement or changes. If any structural changes are contemplated the changes are submitted to review and approved by a Licensed Structural Engineer at owners expense before any work can be done. The Association must approve this form in writing before any work can begin. All improvement projects shall comply with the By Laws and House Rules of Maui Sands 1 & 2.**

**Application Package:** Forward this package to Site Manager/Managing Agent at Maui Sands 1 & 2 Office.

1. This completed & signed form and 2 sets of any plans needed to allow the Site Manager/Managing Agent to make an informed decision.

Once a complete application package is submitted, the Site Manager along with the Managing Agent will act promptly to approve or disapprove the proposal. If the proposal is not approved by the Site Manager along with the Managing Agent, the Owner may appeal his decision to the Board of Directors. If required by the governing documents or state law, the Board may condition its approval on obtaining the requisite percentage approval from owners. When necessary, Owner will be required to get necessary permits, inspections, etc for the County before work can commence.

**Design Review Indemnification:**

A. By signing below, I acknowledge and agree that (i) any approval or inspection by the Site Manager/Managing Agent is limited to review of compliance with the governing documents of Maui Sands 1 & 2 and such approval or inspection does NOT constitute inspection or approval of construction, engineering, design, structural soundness, safety or compliance with plans or specifications or with zoning ordinances, building codes or any other governmental requirement; and (ii) I am solely responsible for compliance with all federal, state and local laws, rules, ordinances or statutes that may apply to the proposed work described in the application.

B. By signing below, I hereby agree on behalf of myself and all current and future owners of the Living Unit, to indemnify, defend and hold harmless the Association its directors, officers, employees and agents (collectively the "Association") against any claims made against the Association related to (i) the approval of this application, any plans or specifications submitted or any inspection made in connection therewith, and/or (ii) the proposed work described in this application, including without limitation, the design and construction of said work.

If, in the discretion of the Site Manager/Managing Agent, it is deemed necessary that an independent Architect or other Consultant be engaged to review the plans submitted by the homeowner then, and in that event, the homeowner shall be responsible to reimburse the Association for any fees incurred for such review and said fees shall be paid prior to final disposition of this application.

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

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

**AOAO USE ONLY:**

Request approved as submitted: Yes \_\_\_\_\_ No \_\_\_\_\_

Stipulations: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Site Manager: \_\_\_\_\_

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

Signature of Managing Agent \_\_\_\_\_

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

## MAUI SANDS RENOVATION/CONSTRUCTION AGREEMENT

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3559 L. Honoapiilani Rd. Lahaina, HI 96761

808/250 6241 cell

808/669 9007 office

All work is to be done between the hours of 8am-5pm M-F. No Sunday or Legal Holiday construction

Absolutely no construction material and/or debris are to be placed into the Maui Sands dumpsters. Tools/buckets may not be washed or rinsed out with any Maui Sands water hose for any reason whatsoever

Owners must complete the Homeowners Improvement Request Form (HIRF) and receive management approval **Two Weeks** prior to start of work

Please no loud music that could disturb neighbors

Each and every day, at the conclusion of that day's work, all debris, tools, and materials are to be entirely cleaned from the limited/ common elements - walkways, stairs, parking lots, yard, and lanais.

Since electrical and plumbing is in the limited common wall and could possibly affect those sharing this area, all work must be done by a licensed and insured electrician and/or plumber, this information is to be given to the Maui Sands office with the HIRF at least two weeks prior to start of work

Parking lots, sidewalks, dumpster enclosures, walkways, or the lawn may not be used as any sort of work station or work area. All work must be done within the renovating unit, on the unit's lanai, or completely off property.

On property parking is limited. At no time will contractor vehicle be allowed to park in fire lanes, no parking zones, or in reserved parking spaces. Large trucks and vans should only be parked in the South parking lot. There will only be one parking space per unit for contractor use on property. All other vehicles associated with the renovation must park off property.

It is the owner's responsibility to adhere to the above and if not, the owner may be fined \$50 per infraction per day.

**The Maui Sands Resident Manager reserves the right to stop, delay, or evict from property any contractor, contractor representative, or laborer if they violate any of the aforementioned rules or professional standards of conduct while on property.**

## REMODELING PROJECT Maui Sands 1 & 2

NO WORK SHALL COMMENCE PRIOR TO APPROVAL

Many new owners are doing extensive remodeling of their units at Maui Sands 1 & 2. The Association encourages this as it improves the property overall and helps to increase values.

However to insure that the structural integrity and the safety of the building is not compromised during remodeling projects Maui Sands 1 & 2 thru Its by-laws and house rules has certain rules that all homeowners must follow when they make changes to their units. Each homeowner should remember that their unit is but one of many in each building at Maui Sands 1 & 2. The work each owner does could potentially have serious adverse effects on other owners in the building. We have rules to insure the safety of the building for all of the owners.

Attached is a Homeowners Improvement Request that must be filled out prior to the commencement of any improvement. Improvements that do not include plumbing, electrical, or structural changes will be handled differently then those that do.

### SIMPLE REPLACEMENT IMPROVEMENT:

If an Owner simply wants to replace carpet, floor covering, drapes, paint walls, etc. they can begin once we have a Form Requesting the changes and The Association signs it.

### MORE COMPLEX IMPROVEMENTS:

If the improvement projects is going to involve any electrical, plumbing, or structural work more details will be necessary. Licensed Contractors for all electrical and plumbing work will be required. If structural changes are being done they must be done by a Licensed General Contractor and only after a structural engineer in writing has approved the work to be done.