

FLORIDA CLUB PROPERTY OWNERS ASSOCIATION, INC.
9250 SW OLD ROYAL DRIVE
STUART, FLORIDA 34997
772-463-9484 FAX 772-463-5811
poaflclub@comcast.net

ARCHITECTURAL CHANGE FORM

DATE: _____
NAME: _____
ADDRESS: _____
TELEPHONE: _____

THIS APPLICATION WILL NOT BE REVIEWED UNLESS FULLY COMPLETED

THE USE OF HEAVY EQUIPMENT REQUIRES A DEPOSIT (see Item 1 below)

The goal of the Architectural Review Committee (ARC) is to review and maintain a blend of home styles which enhance the natural environment, assure aesthetic integrity, and maintain the character of the community without restricting individual creativity. The ultimate result is to protect your investment and property value.

DESCRIPTION OF ADDITION, CHANGE, MODIFICATION, ETC.

Submit to the Property Manager **two (2) copies** of all proposed additions, changes, modifications, etc., which includes color of materials, plans, drawings, plat survey showing location, the name of the company scheduled to do the work--**ALL PERTINENT INFORMATION**—that will enable the ARC to make an informed decision. If all required information is not received with this application, the ARC will automatically reject the application, which may then be resubmitted with all required information. The ARC will review a completed application within forty-five (45) days from receipt.

Description: _____

CONDITIONS OF APPROVAL

Pls Initial
When Read

- _____ 1. **PLEASE NOTE THE FOLLOWING DEPOSIT POLICY IS EFFECTIVE AS OF 4-22-08:**
For work that requires the use of heavy equipment that may cause damage to the common area, such as a pool installation or concrete work, the **DEPOSIT** is **\$500**. Upon completion of the work, it will be inspected and if it conforms with the ARC approval, and if all common area elements have been restored to their original condition, the \$500 will be refunded.

Once approved, all work must be completed within the time limits indicated on your approval letter. ARC approval *under the following conditions:*

- *It shall be the responsibility of the homeowner to notify the property manager when the work has been completed so that an inspection can be made to verify that the work conforms with the ARC approval. When the work is verified, the ARC file will be closed.
- *If there are problems with completion, it shall be the responsibility of the homeowner to notify the property manager to arrange a time extension.

- _____ 2. All required permits must be obtained and displayed by owner prior to the commencement of the project.
- _____ 3. All exterior aluminum must be white.
- _____ 4. All screens must be charcoal color.
- _____ 5. No contractor advertisement or business signs are to be displayed at the work site.
- _____ 6. In order to locate any buried lines, such as irrigation, power, telephone, or cable lines, the homeowner is responsible for notifying the property manager prior to commencing any lot excavation.
- _____ 7. **Homeowner is responsible for maintaining and trimming all additional landscaping approved by the ARC and installed by the owner. No landscaping may encroach on neighboring properties, common areas or golf course property.**
- _____ 8. Exterior shutters/panels may be closed only during a storm event or when a storm event is imminent.

ADDITIONAL CONDITIONS:

The undersigned acknowledge that they are aware of, have read and understand, and shall comply with Article XII in the Association Covenants. **UNTIL A SIGNED APPROVAL IS RECEIVED, NO WORK IS TO BE STARTED.**

Applicant's Signature

Applicant's Signature

THIS APPLICATION IS REJECTED: _____

Architectural Review Committee

Signature/Date

Approved

(Circle One)

Rejected

Architectural Review Committee

Signature/Date

Approved

(Circle One)

Rejected

Reviewed by Property Manager

Signature/Date

Please contact property manager upon completion of project in order to schedule inspection and process refundable deposit if applicable.