

Maple Brooke at Autumn Woods Association, Inc. ARC Application

Please Read, Understand and Follow these Guidelines

The ARC's goal is to adhere to the design standards established for Autumn Woods that has not been established yet, but Maple Brooke strives to maintain standards for Maple Brooke that will one day be in line with Autumn Woods Design Standards. The ARC cannot process an incomplete application, therefore it is desirable that you complete all of the information and have all pertinent required information attached at the time of ARC Application submittal. Please ensure that your project application has the required documentation attached or it will be returned to you for resubmittal.

The following types of projects and required documentation will help guide you through this process.

House Color Changes

1. Paint color chips for changes to exterior colors.

Landscaping Modifications

1. Plans or a detailed sketch showing location of existing plants and location of new plants.
2. Type and size of plantings.
3. Pictures that may help the board in its determination.
4. If heavy equipment is required, provide pictures of the sidewalk where the equipment would access the rear yard.

TV Satellite Dishes

1. Detailed sketch showing location of Dish at rear of home.
2. Elevation showing the Dish is not above the roof tiles at side of house.

Lanai Extensions

1. Certified survey/Lot plan showing the location and required setbacks from the property line.
2. Plans, elevations and detailed sketch.
3. If heavy equipment is required, provide pictures of the sidewalk where the equipment would access the rear yard.
4. Provide a signed letter from your neighbor if heavy equipment must use some of your neighbors land to access the work area.
5. Copy of Contractor's Liability Insurance.
6. Copy of building permit.

Pool Additions/Modifications

1. Certified survey/Lot plan showing the location and required setbacks from the property line.
2. Plans, elevations and detailed sketch.
3. If heavy equipment is required, provide pictures of the sidewalk where the equipment would access the rear yard.
4. Provide a signed letter from your neighbor if heavy equipment must use some of your neighbors land to access the work area.

5. Copy of Contractor's Liability Insurance.
6. Copy of building permit.

For more information contact rhartline@resortgroupinc.com or call 239-649-5526 x5216.

Maple Brooke at Autumn Woods Association, Inc.

ARCHITECTURAL REVIEW
RESIDENT PROJECT APPLICATION
FORM

Date: _____

Home Owner _____

Address/Lot# _____

Phone/Home: _____

Phone/Cell _____

Email: _____

If you have any questions about this form or requirement's for your project, please contact the Randall Hartline, CAM, Association Manager at 239-649-5526 x5216 or email at rhartline@resortgroupinc.com.

In the space below please enter a brief description of the alteration, improvement, addition or change to the exterior of your home. Include the scope of the project such as dimensions, materials, color, design, location and other pertinent data. For landscape changes, please provide drawing and pictures of present landscape as well as detail regarding change including location and plant type to be placed in the landscape.

Attach an additional page if required to complete your description

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ARC Resident Project Application Form Instructions (continued)

Please check the following items that are applicable to your project and attach one (1) copy of each with this application.

- Certified Survey/ Lot plan showing location of improvement.
- Show location, type of plants, signed letter from neighbor (if needed), and pictures for any landscaping modification.
- Plans, elevation or detailed sketch.
- If heavy equipment is required, provide pictures of the sidewalk where the equipment would access the rear yard.
- Paint color chips for changes to exterior colors within community.
- Copy of building permit after ARC pending approval.
- Contractors insurance
- Pictures which would aid the ARC in making a positive determination.

* Please submit any additional information the applicant feels would expedite approval of project with this application.

Any project modifications must be reviewed and approved by the ARC.

Maple Brooke at Autumn Woods Association, Inc.

Homeowner Affidavit

I have read and agree to abide by the Declaration of Covenants and Restrictions of the Association. I understand and agree to be responsible for the following:

1. For all losses caused to others, including common areas as a result of this undertaking, whether caused by me or others.
2. To comply with all state and local building codes.
3. To comply with the conditions of acceptance, if any, and to complete the project according to approved plans. If modification is not completed as approved, the approval can be revoked and the modification shall be removed at owner's expense.
4. Applicant further acknowledges that drainage swales have been designed and established between homes (side yard) to carry storm water away from the home. The Association shall not be responsible for any effect proposed landscaping may have on this drainage. It will be the responsibility of the applicant.
5. Access for all approved work shall be from the owner's property and not from common areas or neighbor's property unless permission for work involving the neighbor's property has been provided in writing and submitted with this form.
6. Notify the ARC at the start of the project and upon completion so a final inspection may be scheduled.

I also understand that the ARC does not review and assumes no responsibility for the structural adequacy, capacity, or safety features of the proposed construction, alteration or addition for mechanical, electrical or any other technical design requirements for the proposed construction, alteration or addition, or for the performance, workmanship or quality of work of any contractor or of the completed alteration or description.

I agree to abide by the decision of the ARC. If the modification is not approved or does not comply I may be subject to court action by the Association. I shall be responsible for all reasonable attorneys' fees.

I plan to attend the ARC meeting

Yes _____ No _____

Date: _____

Signature: _____

DO NOT WRITE BELOW THIS LINE

_____ Approved by ARC

_____ Approved Subject to Conditions

_____ Pending, Insufficient Information, Resubmit