



Oak Hollow & Mahogany Run Check List

Address: _____

Owner Name: _____

Request No. _____

Roof Replacement

- ARC Application (completed). Identify approved tile styles and color or provide sample tile equivalent to an approved color. **Approved styles and colors** for tile is located on website of Autumn Woods.
- Photograph of the complete front of home
- Insurance with General liability, Commercial Auto, and Workman's comp; Certificate listing you as additional insured
- Copy of Vendor License

Home Painting

- ARC Application (completed)
- Identify paint colors for: walls, stucco bands, eave/soffit, garage door and front door. **Approved colors** for paint are located on website of Autumn Woods.
- Photograph of the complete front of home and specific areas of work.
- Insurance with General liability, Commercial Auto, and Workman's comp; Certificate listing you as additional insured
- Copy of Vendor License Owner to paint _____ initial

Tree/ Shrub Plantings or Removals (If requesting to remove a tree you need to add a tree unless ARC approved.)

- ARC Application (Completed) approved selections from list of preselected trees and bushes (plants) are located on the website under Autumn Woods 2017 Tree and Plant standards.
- Photograph of the complete front of home and specific areas of work.
- Survey of property showing setbacks and easements and plants/trees drawn on to show location of landscaping changes. Identify species of new plantings and proposed removals.
- Drainage plan is required when new planting beds or other changes alter surface grading.
- Insurance with General liability, Commercial Auto, and Workman's comp; Certificate listing you and address as additional insured
- Copy of Vendor License Owner to plant _____ initial.

Paver Driveway

- ARC Application (Completed)
- Identify paver manufacturer, style, and color. Pavers must be compatible with home paint and roof color scheme.
- Photograph of the complete front of home
- “Master Driveway agreement” signed for homes with community sidewalks only
- Property Survey showing setbacks and easements, and extent of existing and proposed driveway and sidewalks.
- Insurance with General liability, Commercial Auto, and Workman’s comp; Certificate listing you as additional insured
- Copy of Vendor License

Hurricane Windows/Shutters/Garage Door Replacement

- ARC Application (Completed)
- Identify manufacturer, model/style and color. Clearly indicate any changes to existing opening sizes. Window styles must be similar to original. Shutter and Frame colors must be listed and match home. Approved entry and garage door styles are on Website. Pictures of all are needed.
- Photograph of the complete front of home
- Insurance with General liability, Commercial Auto, and Workman’s comp; Certificate listing you as additional insured
- Copy of Vendor License

Pool/Spa

- ARC Request (Completed)
- Survey of property showing setbacks and easements
- Grading and drainage plan, showing all alterations to existing grade and drainage.
- Detailed plans and specifications for proposed construction and landscaping. Identify any removed trees and comply with the canopy tree requirement
- Photographs of proposed work area.
- Insurance with General liability, Commercial Auto, and Workman’s comp; Certificate listing you as additional insured
- Copy of Vendor License

Other than the above:

- ARC Request (completed) _____.
(Description of other work to be performed)
- Insurance with General liability, Commercial Auto, and Workman’s comp; Certificate listing you as additional insured
- Copy of Vendor License
- Please email what you are requesting and if additional items are needed, we will let you know.
- If Owner to perform _____ Initials.

All items on this check list are required or request will not be accepted and passed to ARC for review.