

Residences at Crosscreek

APPLICATION FOR APPROVAL OF EXTERIOR MODIFICATIONS & IMPROVEMENTS

To provide and protect each individual homeowner's rights and values, it is required that any homeowner considering improvements or change of their property which would affect the exterior appearance, **MUST** submit their request in writing to the Architectural Review Committee **PRIOR** to initiating work on planned improvements. If any change is made that has not been approved, the Committee has the right to ask the homeowner to remove the improvement from the property.

Homeowner Name: _____ Email: _____

Property Address: _____ Phone: _____

Select the option below that most closely describes the exterior modification or improvement. Compile the documentation listed below and submit with this completed application for review by the Committee. **ALL requirements must be met before approval can be considered. Failure to provide complete information will delay the process and lead to an automatic denial of the application.**

If an application is submitted and determined incomplete, the applicant will be notified of the missing items/information to constitute a complete application. The applicant will have 10 business days to submit the required items. Failure to submit the required items within the allotted time will result in an automatic denial.

<input type="checkbox"/> Replace/Update Existing Feature	<input type="checkbox"/> Landscaping and Exterior Lighting	<input type="checkbox"/> Removeable Structure	<input type="checkbox"/> Permanent Structure
<ul style="list-style-type: none"> • Doors (House/Garage) • Fence / Gate • Roof / Gutters • Siding / Painting • Windows / Shutters 	<ul style="list-style-type: none"> • Additions • Removal • Removal/Replacement • Fountains / Yard Art • French Drain • Irrigation • Exterior Lighting 	<ul style="list-style-type: none"> • Outdoor Storage • Play Structure 	<ul style="list-style-type: none"> • Driveway/Sidewalk Extension • Generator • Flagpole • Outdoor Kitchen • Patio / Pergola / Lanai • Pool / Spa (in ground) • Room Addition • Solar Panels
REQUIRED DOCUMENTATION	REQUIRED DOCUMENTATION	REQUIRED DOCUMENTATION	REQUIRED DOCUMENTATION
<p><u>Doors (House/Garage)</u></p> <p><input type="checkbox"/> Manufacturer spec sheet</p> <p><input type="checkbox"/> Photo of door replacement</p> <p><input type="checkbox"/> Paint/Stain Color Chip Sample</p> <p><u>Fence / Gate</u></p> <p><input type="checkbox"/> Lot Survey showing fence/gate location with dimensions</p> <p><input type="checkbox"/> Materials</p> <p><input type="checkbox"/> Dimensions</p> <p><input type="checkbox"/> Photo/picture of fence/gate Replacement</p> <p><u>Roof / Gutters</u></p> <p><input type="checkbox"/> Manufacturer spec sheet (Product name/color)</p> <p><u>Siding / Painting</u></p> <p><input type="checkbox"/> Manufacturer spec sheet</p> <p><input type="checkbox"/> Paint/Stain Color Chip Sample</p> <p><input type="checkbox"/> Specify body / trim colors</p> <p><u>Windows / Shutters</u></p> <p><input type="checkbox"/> Manufacturer spec sheet</p> <p><input type="checkbox"/> Location of window replacement</p> <p><input type="checkbox"/> Photo of window type and location</p> <p><input type="checkbox"/> Paint/Stain Color Chip Sample</p>	<p><u>ALL Landscaping Improvements</u></p> <p><input type="checkbox"/> Lot Survey showing Landscape additions, removal, replacement, yard art, French drain, irrigation</p> <p><input type="checkbox"/> Materials & plant list with size & species</p> <p><input type="checkbox"/> Photo / design rendering of enhancements</p> <p><u>Exterior Lighting</u></p> <p><input type="checkbox"/> Lot Survey showing placement of lights</p> <p><input type="checkbox"/> Intended color and lighting pattern</p> <p><input type="checkbox"/> Manufacturer spec sheet</p>	<p><u>ALL Improvements</u></p> <p><input type="checkbox"/> Lot Survey showing location of structure</p> <p><input type="checkbox"/> Manufacturer spec sheet</p> <p><input type="checkbox"/> Materials</p> <p><input type="checkbox"/> Dimensions</p> <p><input type="checkbox"/> Photo of home / design rendering of enhancements</p>	<p><u>ALL Improvements</u></p> <p><input type="checkbox"/> Lot Survey showing location of structure</p> <p><input type="checkbox"/> Manufacturer spec sheet</p> <p><input type="checkbox"/> Materials</p> <p><input type="checkbox"/> Dimensions</p> <p><input type="checkbox"/> Photo/design rendering of enhancements</p> <p><input type="checkbox"/> Architecture & Engineering plans required for room additions</p> <p><u>POOL INSTALLATION</u></p> <p><input type="checkbox"/> Lot Survey showing location of pool and any ancillary structures to include pool filtration system</p> <p><input type="checkbox"/> Dimensions</p> <ul style="list-style-type: none"> o Distance from the pool decking to each fence o Pump equipment location o Drainage route o Location to access property <p><input type="checkbox"/> Architecture & Engineering plans required for pool installation</p>

Describe the proposed modification selected above. Include all items in the Materials List for the specific improvement, including, but not limited to, engineered lot survey showing location of improvement (where applicable), manufacturer specification sheet, materials used, dimensions of improvement (length/width/height), photo/design rendering of improvement, paint/stain color chip sample and paint location (body, trim, doors, garage, shutters, etc.).

Description of Proposed Modification or Improvement: _____

Proposed start date: _____ Estimated Completed Date: _____

**Applications submitted without a lot survey showing location of improvement
and all required documentation will be considered incomplete**

I understand that the Architectural Review Committee will act on this request at a scheduled ARC review meeting to be held within the next 30 days as outlined in the Declaration of Covenants, Conditions and Restrictions. The Committee will notify me in writing regarding its decision. Furthermore, I understand that it is my responsibility to ensure compliance with all applicable governmental ordinances, codes, permits, etc. affecting such improvement(s). I agree not to begin property improvements until the Architectural Review Committee notifies me of their approval.

ALL document requirements must be met before approval can be considered. Failure to provide complete information will delay the process and lead to an automatic denial of the application.

If an application is submitted and determined incomplete, the applicant will be notified of the missing items/information to constitute a complete application. The applicant will have 10 business days to submit the required items. Failure to submit the required items within the allotted time will result in an automatic denial.

If an application is denied, the applicant may make the required modifications and re-submit the request. These re-submissions will be reviewed at a scheduled ARC review meeting to be held within the next 30 days as outlined in the Declaration of Covenants, Conditions and Restrictions.

I have read and will abide by the community's governing Declaration of Covenants, Conditions and Restrictions.

By signing below either by way of electronic signature or typing my name, I certify that the information submitted on this form is true and correct and I am the intended applicant for this modification request.

Homeowner Signature (electronic) _____ Date _____