



## ARC APPLICATION

2005 Pan Am Circle, Suite 120, Tampa, FL 33607

**NAME:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**PHONE DAY:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**PURPOSE OF APPLICATION: (CHECK THAT WHICH APPLIES)**

\_\_\_ **EXTERIOR PAINT COLOR CHANGE:** REQUIRES SIGNED COPY OF COMPLETED PAINT CHANGE REQUEST FORM WITH BUILDER APPROVED COLOR SELECTIONS.

\_\_\_ **POOL:** REQUIRES PLOT PLAN SHOWING LOCATION OF POOL ON PROPERTY WITH DIMENSIONS. ALSO REQUIRES DETAILS ON MATERIALS AND FINISHES.

\_\_\_ **FENCE PLAN:** REQUIRES PLOT PLAN INDICATING LOCATION OF FENCE ON PROPERTY, SIGNED FENCE REQUIREMENTS FORM ACKNOWLEDGING RECEIPT. ALSO REQUIRES PHOTO OR BROCHURE DEPICTING STYLE OF FENCE WITH DIMENSIONS AND MATERIALS.

\_\_\_ **LANDSCAPING PLAN:** REQUIRES PLOT PLAN SHOWING LOCATION OF ITEMS TO BE ADDED AND A LANDSCAPE PLAN INDICATING TYPES OF PLANTS AND TREES. IF PALMS ARE TO BE ADDED A SIGNED COPY OF THE PALM TREE SPECS IS REQUIRED AS WELL.

\_\_\_ **LANDSCAPE CURBING:** REQUIRES PLOT PLAN SHOWING LOCATION OF CURBING, PHOTO OR BROCHURE DEPICTING STYLE OF CURBING, DETAILS REGARDING MATERIALS AND COLOR SAMPLES.

\_\_\_ **CONSTRUCTION PROJECT SUCH AS ROOM ADDITION OR SCREEN ROOM:** REQUIRES PLOT PLAN SHOWING LOCATION AND DIMENSIONS, DETAILED DRAWING OF CONSTRUCTION AND ELEVATIONS, AND DETAILS OF MATERIALS AND EXTERIOR FINISHES, SCREEN ROOMS ALSO REQUIRE A SIGNED COPY OF THE SCREEN ROOM SPECIFICATIONS.

\_\_\_ **OTHER - SPECIFY:** \_\_\_\_\_

These plans have been reviewed for the limited purpose of determining the aesthetic compatibility of the design plans with Avalon Park West generally, in the opinion of the undersigned. These plans are reviewed on that limited basis. No review has been made with respect to the function, safety, compliance with governmental regulations, or otherwise, and no reliance on this approval should be made by any party with respect to any such matters. The undersigned expressly disclaims liability of any kind with respect to these plans. The review hereof, or any structures built pursuant hereto, including but not limited to, liability for negligence or breach of express or implied warranty.

### Avalon Park West Architectural Review Committee

**APPROVED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DISAPPROVED:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_  
\_\_\_\_\_



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### **ARCHITECTURAL REVIEW COMMITTEE** **ADDITIONAL GUIDELINES**

#### **EXTERIOR PAINT APPLICATIONS:**

All Color Palettes must be chosen from the pre-approved builder color combinations, with no variations in Base, Trim, and Door combinations.

All applicants must sign the "EXTERIOR PAINT CHANGE REQUEST" agreement and submit with their completed application.

#### **LANDSCAPE BED CURBING: The only approved curbing will be:**

Stone

Concrete curbing

Low – profile composite edging

Stacked brick borders

No plastic, metal, wire, or faux stone edging will be permitted

All borders at property must be consistent. Multiple styles on one lot will not be permitted.

#### **FENCING:**

All applicants must sign the "FENCE REQUIREMENTS" form and submit with their applications and a plot plan. Any deviations from the acceptable setbacks will need to be corrected at the owner's expense to return the property to a compliant state.

PVC, Aluminum, and Wrought Iron fences are acceptable.

Permanent wall structures are also acceptable. An application for a permanent wall will require structural details along with the standard required information.

Living fences, or hedges, may be used in lieu of fencing for privacy but also require prior approval.

#### **SCREEN ROOM ADDITIONS:**

Roof pitch must match the pitch of the existing home.

Fascia must match existing fascia.

All additions must be constructed from wood frame, concrete or concrete block.

Any knee wall or non-screened portion of the room addition must have an exterior finish consistent with the remainder of the home's construction (i.e.: the exterior of the addition should be stucco to match a stucco home, etc.)

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Date

**Review Process:** Completed applications should be submitted to the Homeowners Association, Meritus, located at 2005 Pan Am Circle, Suite 120, Tampa, FL 33607. The Architectural Committee will collect and review the application twice per month. After the review process is completed the homeowner will be notified by mail of the final decision.



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### **ARCHITECTURAL REVIEW COMMITTEE** **APPLICATION CHECKLIST**

In an effort to reduce the number of applications returned to homeowners for additional information, we have created this checklist. Our hope is that it will assist homeowners and shorten approval time. These items are required along with your completed application.

- Plat Plan or Survey indicating location of any screen room, lanai, pool, fence, landscape, playset, etc. to be added**
  
- Brochure or Photo of product being used if applicable (screened room, pavers, bed borders, playset, windows, doors, pool)**
  
- Paint Manufacturer and Paint Color Name from builder approved PAINT COLOR BOOK (specify body, trim, and door colors)**
  
- Landscape Plan indicating what type of plants / trees and location of plants / trees proposed (including heights of trees)**
  
- Non-reflective Window Tint sample or color sample for other exterior surfaces.**

\_\_\_\_\_  
Sign

\_\_\_\_\_  
Date

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