

EXHIBIT "G"

ARCHITECTURAL REVIEW REQUEST APPLICATION



Seranza Park Homeowners Association of
Seminole County, Florida, Inc.

[Exhibit G]
Architectural Review Board Application

Date

Homeowner's Name

Property Address

Home Phone

Cell Phone

Email Address

In accordance with the Declaration of Covenants, Conditions, and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's Guidelines.

I hereby request consent to make the following changes, alterations, renovations, improvements, and/or additions to my/our property.

☐ Fence

☐ Lawn Ornament

☐ Screened Enclosure

☐ Exterior Color

☐ Lawn Replacement

☐ Satellite Dish

☐ Landscaping

☐ Patio

☐ Other _____

Description of Proposed Project and estimated timeline for completion:

APPLICATION INSTRUCTIONS:

- ☐ Fully describe the nature and details of your proposed project in the space provided immediately above
- ☐ Attach a copy of a property survey or comparable diagram that clearly illustrates the location, shape, and dimensions of the proposed change(s), alteration(s), renovation(s), or addition(s)
- ☐ Attach a drawing, diagram, or plan(s) for the work to be done that includes a listing of materials to be used
- ☐ Attach color sample(s), if applicable

NOTE: Applications submitted without all required documentation listed above, including survey/diagram, diagram, color sample(s), etc., will be considered incomplete, resulting in a delayed decision in the project's approval or denial. Incomplete applications will be returned to the applicant with a statement of deficiencies that must be remedied in order to be considered for review.

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

1. No work is to begin on a project until written (e-mail is acceptable) approval is received from the BOD. Work must commence within thirty (30) days of the project's date of approval and must be completed within the timeframe articulated above. In the event that circumstances beyond control make either of these unlikely or impossible, a request for extension must be made directly with the BOD. Otherwise, the project approval will be considered expired and must be resubmitted.
2. All work should be done expeditiously once commenced and will be done in a good workmanlike manner. All work must be done in a manner that will minimize interference and inconvenience to other residents and must comply with the approved specifications and any other conditions of Architectural Review Board approval.
3. The applicant assumes all liability and will be responsible for any and all damages to other lots and/or common area or injury, which may result from performance of this work.
4. The applicant is responsible for the conduct of all persons, agents, contractors, subcontractors, and employees who are connected with this work.
5. The applicant is responsible for complying with and will comply with, all applicable federal, state, and local laws, codes, regulations, and requirements in connection with this work. The applicant must obtain required governmental permits and approval for the work.
6. A decision by the ARB may take up to thirty (30) days. Applicants will be notified in writing/via e-mail when their application is either approved or denied.
7. Any construction site should be kept free of trash and excess construction debris.

ALL HOMEOWNERS ARE RESPONSIBLE FOR ABIDING BY ALL ASSOCIATION RULES AND GUIDELINES WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature(s) of Homeowner(s) _____ Date: _____

PLEASE DO NOT WRITE BELOW THIS LINE

This application is hereby () Approved () Not Approved

ARB Signature: _____ Date: _____

Comments:

Date Received from Homeowner(s): ____ / ____ / ____

Date of Response to Owner: ____ / ____ / ____