

Rosedale Homeowners - Architectural Change Request

Name of HOA (If Applicable): _____

(HOA Homeowners must obtain HOA Approval. HOA ARC will submit approved completed form to Resource Property Management.)

Name: _____

Address: _____ Lot # _____

Email: _____ Phone: _____

1. All properly submitted requests will receive a written reply from Resource Property Management within 14 days of the submission.
2. If request is approved, it is the Owner's responsibility to notify RPM and the HOA ARC Coordinator upon completion of work.
3. Please be aware that should work be done to the exterior of your home without ARC approval, the Rosedale Homeowners Association has the right to demand the property be restored to its original condition at the owner's expense.
4. Homeowner is responsible for any damages to the common areas or the neighboring properties.
5. Approval of the ARC request does not supersede any city/county/state approvals. Homeowner is responsible for obtaining any city/county/state approvals and providing copies of such before work may begin.
6. All work must comply with Rosedale Master Association CC&R's.

(Please check the type of work requested)

_____ Modifications/additions to main structure, i.e, replacement of roof, windows, doors, etc. (attach site plan, building plans, design, material specifications, color sample, and detailed explanation). In addition, requires Developer's approval.

_____ Modifications/additions to out structures, (i.e.: driveways, pool cages, lanai extensions, pools, decks, lawn ornament excluding holiday decor etc. (include site plan, building plans, design, material specifications, color samples, and detailed explanation)) In addition, requires Developer's approval.

_____ Exterior painting (include colors and samples) In addition, requires Developer's approval.

_____ Tree Removal/Replacement (must include approval notification from Manatee County, as well as tentative start and completion dates.

_____ Landscaping, i.e. landscape redesign **DOES** require ARC approval; (include site plan, design, materials, description and specifications, photographs and detailed explanation). Replacement or addition of annual plants **DOES NOT** require ARC approval.

***** Post Certificate of Occupancy, any Concrete work that requires cutting concrete or pavers must be done with a Wet Saw.**

There is a \$250.00 Deposit for any saw cutting of these materials. No approval will be given without the deposit. Once work is completed and there are no complaints of concrete or brick dust, then the deposit will be returned* Deposits must be submitted with the applications. Check made out to Rosedale Master Homeowners Association, Inc.**

Please provide a brief description below (attach additional pages, if necessary):

When work is estimated to begin _____; to end _____ Is a permit required? ____ Yes (attach copy) ____ No

If using a contractor, please list the contractor(s) name and licensing information below:

By signing this form, I understand and agree to comply within the set of conditions of this Architectural Request Form and that I, as the homeowner, am responsible for all future repairs and maintenance.

Owner's Signature: _____ Date Submitted: _____

HOA AND ARC APPROVALS

ARC Coordinator Email Address: _____

HOA ARC Coordinators will submit completed form to Resource Property Management.

Owner's Name: _____

Address: _____ Lot # _____

Email: _____ Phone # _____

TO BE COMPLETED BY HOA ARCHITECTURAL REVIEW COMMITTEE

HOA Architectural Review Committee

Date Received: _____

Action: *Approved* *Denied*

HOA ARC Signature: _____ Date: _____

ARC Comments: _____

*** ROSEDALE ARCHITECTURAL REVIEW APPROVAL ***

Date Received: _____

Action: *Approved* *Denied* *More Info Requested*

Signature of Developer: _____ Date: _____

Signature of Rosedale ARC Representative: _____ Date: _____

ARC Comments: _____

Letter Sent from RPM to Owner and HOA ARC Coordinator by: _____ Date: _____

ALL WORK MUST COMPLY WITH THE ROSEDALE MASTER and HOA CC&R'S.

Homeowner is responsible for contractor compliance with all approval stipulations.