

STONEBROOK AT HERITAGE HARBOUR COMMUNITY ASSOCIATION, I N C .
200 GOLDEN HARBOUR TRAIL, BRADENTON, FL 34212 (Location & mailing address)

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stoneybrookreccenter@gmail.com

ARCHITECTURAL MODIFICATION REQUEST

ARC Meeting is held the THIRD MONDAY of each month. This form MUST be submitted by 5pm the Wednesday before the meeting.

DATE OF APPLICATION: _____

Is this a re-submittal of a previous application? Yes / No

THE UNDERSIGNED OWNER SEEKS APPROVAL OF THE COMMITTEE AS FOLLOWS:

(Circle all that apply): Pool/Spa Screen Enclosure Satellite Fence Painting Landscaping
Playset/Swing set Basketball Equipment New Construction Other

DETAILED DESCRIPTION OF PROJECT (dimension, color, style, etc.): _____

INCLUDED WITH THIS APPLICATION:

- 1) Copy of Official Lot Survey (Please indicate on lot survey where alterations will be located on Property)
- 2) Specifications for Alteration (i.e. Color Swatches, Material Sample, Brochures, Photographs, Drawings)

The undersigned property owner hereby acknowledges and agrees that the undersigned shall be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules and regulations, code, and ordinances: including, without limitation, zoning ordinances, subdivision regulations, and building codes. The ARC shall have no liability or obligation to determine whether such improvements, alterations and additions comply with any such laws, rules, regulations, codes or ordinances.

SIGNATURE OF OWNER: _____ Printed Name: _____

STREET ADDRESS: _____ Lot#: _____

EMAIL: _____ TELEPHONE :(H) _____ (C) _____

ACTION OF COMMITTEE

RECOMMEND APPROVAL WITH CONDITIONS: _____

DENIED FOR THE FOLLOWING REASON: _____

Date: _____

Kelli Lee: _____
(Chairperson)

Contact the management company if the project needs to be reviewed for compatibility to the approved Modification Request and for damages to common elements that may have occurred during construction.

Date of Inspection Request: _____ VIA: email first class mail fax telephone in person

Notes/Comments: _____

NOTE: As of 4/12/18 Sub-Association residents can paint the floors within their Lanai without ARC approval.
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SUB-ASSOCIATION APPROVAL:

Signature of CAM:

Signature of Sub-Association Board Representative:

General Guidelines

1. Please be advised that you are responsible for any damages done to the common property, sidewalk, lawn/landscape, master irrigation system or a neighbor's property, etc. during the installation of your improvement.
2. All damages must be repaired within 14 days of completion of the project.
3. Pool cages and lanai screen enclosures must be bronze in color.
4. A landscape plan is required for all Pool/Cage, Lanai and home addition requests.
5. Tree removal and replacement authorization from Manatee County:
https://www.mymanatee.org/departments/building_development_services/environmental_review/tree_removal_authorization_permits/residential_tree_removal
6. You may obtain a copy of your survey site plan by visiting Manatee County Division of Records, 4th floor at 1112 Manatee Ave., Bradenton. If you are able to receive a fax call 748-4501, ext. 6860. They will need a street address. The first 6 pages are free.
7. You are solely responsible for determining whether the improvements described wherein comply with all applicable laws, rules & regulations, codes & ordinances, including without limitation, zoning ordinances, subdivision regulations and building codes. Please contact the Manatee County Building Department, 1112 Manatee Avenue West, 2nd Floor, P.O. Box 1000, Bradenton, Florida 34206, and Phone: (941) 749-3047 Fax (941) 749-3098, email building_department@mymanatee.org
8. The Architectural Committee, Board of Directors and management shall have no liability or obligation to determine whether such improvements comply with any such laws, rules, regulations, codes or ordinances.
9. Any changes made without the ARC approval may result in a daily fine being assessed and/or a \$35 administration fee.

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Description of work to be provided by Painting Contractor:

Pressure cleaning: All exterior painted surfaces should be pressure-cleaned to remove loose paint, surface contaminations and loose material exposing a sound surface. Landscaping and grass areas should be protected so as to not damage them in the cleaning process.

Patching and caulking: Stucco cracks and chips should be cleaned, patched and sealed. Patches to stucco surfaces should be repaired to conform to adjoining stucco surfaces. Deteriorated joint sealants should be removed and the joints cleaned and repaired. Joints including windows should be cleaned and caulked. Windows should be caulked.

Painting: The paint contractor should work with the homeowner to reach agreement regarding paint colors, when the job will be performed, and homeowner unique requirements e.g. paint: lanai deck, exterior control boxes, wires, pipes, or gutters.

Cleanup: Cleanup should be performed by the painter before the job will be considered finished and payment made.

Description of homeowner responsibilities:

Choose and specify paint colors including house color, trim, and front entrance. Obtain ARC approval of project including specific paint color choices before commencing work and notify painter of ARC approval. ARC approval requires paint chips or copy of builder spec. sheet listing color names and color codes. Note: ARC committee meets on the 3rd Monday of each Month and your application must be received by the rec center office on the Wednesday of the prior week.

Trim landscaping to permit workmen free and adequate access to areas to be painted.
Remove vehicles to prevent possible paint spattering from scaffold or workmen on ladders.
Supply electrical service for equipment and water for building cleaning and job clean up.

Notify Painter before or during the project of any changes or deviations from specifications that shall have direct or indirect bearing on the job.

Deviations shall be construed as but not limited to changes in scope of work or substitutions of materials or procedures.

Pay in full upon completion of the job.

Agreed to cost for the complete job (above) Full price: US Dollars \$ _____

Contractor _____ Date: _____

Homeowner: _____ Date: _____