

ARCHITECTURAL REVIEW COMMITTEE SUBMITTAL FORM
MANORS AT FOREST GLEN HOMEOWNERS ASSOCIATION, INC.

If you have any questions about your submittal please call Merit at 813-381-5435 or email admin@meritfl.com.

The Architectural Review Committee shall review and respond to each submittal within thirty (30) days. All approvals will be in writing by US mail or email.

Directions:

1. Fill in requested information
2. Sign form
3. Email to admin@meritfl.com or
4. Mail with proper postage to:
 Merit Management c/o Manors at Forest Glen HOA
 3433 Lithia Pinecrest Rd., #301
 Valrico, FL 33596

Homeowner Name(s): _____

Address/Lot: _____

Phone: _____ Email: _____

A. Brief Description: In the space below or on an attached page, give a description of the alteration, improvement, addition, or other change you would like to make to the exterior of you home (to avoid delays be as clear as possible). Please include such details as the dimension, materials, color, design, location and other pertinent data.

B. Please include with this document any of the applicable following items:

- Survey/Lot plan showing the location of the improvement and required setbacks.
- Landscaping modifications should indicate location and type of plants.
- Paint color chip for changes of exterior colors

Other Documents Included: _____

HOMEOWNERS AFFIDAVIT

I have read and agree to abide by the Covenants and Restrictions of the Association. I understand and, in return for approval, I agree to be responsible for the following:

- For all losses caused to others, including common areas, as a result of this undertaking, whether caused by me or others.
- To comply with all state and local building codes.
- For any encroachment(s)
- To comply with conditions of acceptance, if any, and
- To complete the project according to approved plans. If modification is not completed as approved, said approval can be revoked and the modification shall be removed at the owner's expense.
- Applicant further acknowledges that drainage swales have been designed and established between homes (side yard) to carry storm water off the lot and to maintain positive drainage away from the home. The Association shall not be responsible for any effect proposed landscaping installation may have on this drainage. The applicant shall be responsible.
- Access for all approved work shall be from the owner's property and not from common areas or neighbor's property.

I also understand that the Architectural Review Committee does not review and assumes no responsibility for the structural adequacy, capacity, or safety features of the proposed construction, alteration, or addition; for soil erosion of non-compacted or unstable soil conditions, for mechanical, electrical or any other technical design requirements for the proposed construction, alteration or addition; or for the performance, workmanship or quality of work of any contractor or of the completed alteration or description.

I agree to abide by the decision of the Architectural Review Committee or the HOA Board. If the modification is not approved or does not comply, I may be subject to court action by the Association. In such event, I shall be responsible for all reasonable attorneys' fee.

Date of Request

Homeowner Signature(s)

Date of Request

Homeowner Signature(s)