

Harrison Ranch Homeowners Association, Inc.

ARCHITECTURAL REVIEW APPLICATION

Only homeowners in good standing (no open violations and no assessments, fines, or other monies due to the Association) can submit an alteration application to the Architectural Review Committee. The only exception is for an application submitted to remedy an existing violation(s).

OWNER NAME: _____ ADDRESS: _____

PHONE: _____ EMAIL: _____

SIGNATURE: _____ DATE: _____

DESCRIBE, IN DETAIL, TYPE OF ALTERATION AND MATERIALS TO BE USED:

Check one: _____ Contractor proposal attached _____ No contractor/homeowner DIY

THE FOLLOWING DOCUMENTATION IS REQUIRED TO BE SUBMITTED WITH THIS APPLICATION:

- **A copy of the lot survey map (site plan) marked with the location(s) of the proposed modifications (*not necessary for painting and roof projects*).**
- **Drawings of your plans/color photos showing projects and all color samples, materials and descriptions**
- **Paint applications must include color photos of subject home AND homes on each side and immediately across the street**

Applications which do not include all of the above information will be deemed incomplete and will be returned to applicant.

ARC COMMITTEE MEETINGS ARE HELD THE 3RD THURSDAY OF EACH MONTH AT 5PM. COMPLETE APPLICATIONS ARE DUE BY 12PM ON THE FRIDAY PRIOR TO THE MEETING. APPLICATIONS RECEIVED AFTER DEADLINE WILL BE REVIEWED AT THE FOLLOWING MONTH'S MEETING. APPLICATIONS ARE NOT REVIEWED OUTSIDE OF SCHEDULED MEETINGS.

BY SIGNING ABOVE, I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

1. No work will begin until written approval is received from the Association. I understand that I have 60 days from the approval date to complete the work. If not completed in the required timeframe, I must request an extension in writing. All work will be done expeditiously once commenced and will be completed in a professional manner, minimizing interference with and inconvenience to other residents.
2. Approval does not constitute municipal/county building department approval. Applicant agrees to obtain necessary municipal/county building permit prior to commencement of any work (if applicable.)
3. Approval is not a guarantee of structural safety or engineering soundness.
4. I agree to comply with any request of the Association to enter onto the property or for additional information for purposes of determining if improvement is being constructed in accordance with the approval plan and in compliance with the covenants and guidelines at any time during the construction process. Refusal by applicant shall result in withdrawal of approval.
5. I assume all liability and will be responsible for any and all damages to other lots and/or common areas which may result from performance of this work.
6. I acknowledge that drainage, utility, irrigation, maintenance, conservation, or other types of easements may be located on portions of my Lot, and that I am responsible for knowing the locations of all such easements and securing approval from the Harrison Ranch Community Development District, the public utility company, and/or any governmental authority with jurisdiction over such easement areas, if applicable.
7. I will be responsible for the conduct of all persons, agents, contractors, subcontractors, and employees who provide services in connection with this project.
8. A decision by the ARC Committee may take 30 or more days, depending on the association documents. I will be notified of the decision in writing.
9. Failure to comply with all requirements will result in withdrawal of approval.

DECISION OF THE ARCHITECTURAL REVIEW COMMITTEE

_____ APPROVED

_____ APPROVED with stipulations: _____

_____ DENIED for the following reason(s): _____

DATE: _____ AUTHORIZED SIGNATURE(S) ARC _____ / _____

PLEASE SUBMIT COMPLETED FORM AND ALL DOCUMENTATION VIA EMAIL TO:
mduncan@rizzetta.com

NOTE:

Per Section 4.6 of the Guidelines:

“Failure of a homeowner to submit an application for approval prior to commencement of any modification will incur a fee of \$100.00. If special architectural or other professional review is required of any particular improvement, the applicant shall be responsible for reimbursing the Association for the cost of such review.”