

**VENETIAN POINTE HOMEOWNER'S ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATION**

Before completing this Application, please review the ARC Guidelines posted on the "Our Resources" page at VenetianPointeHOA.com. **No improvement or alteration of any kind** - including but not limited to a fence, wall, or other addition, structure, or equipment (i.e. landscaping, antennas, awnings, and shutters) - **shall be installed, painted, erected, removed, or maintained within the Property until this Application with corresponding plans and specifications** (i.e. showing the nature, kind, shape, height, materials, and location of the same) **is submitted to and is approved in writing by the ARC Committee**. In the event a request has more than one improvement or alteration, separate Applications must be submitted for each improvement (i.e. three separate Applications for installing a new lanai would be (1) the new lanai, (2) the irrigation, and the (3) the landscaping). Any expenses incurred including City/County Code changes will be the applicant's responsibility.

Submit this completed Application by email to arc@VenetianPointeHOA.com or mail to:

Venetian Pointe Homeowner's Association, Inc.
c/o Precedent Hospitality and Property Management
6216 Whiskey Creek, Suite A, Fort Myers, FL 33919

Application Date(mm/dd/yyyy):_____ Date Received:_____ Application #._____

Applicant Name:_____

Phone#:_____ Email: _____

Lot#:_____ Street Address: _____

Mailing Address (If different from property address):_____

Description of Improvement or Alteration Being Requested (please describe in detail):

This Application MUST include the following if required by Appendix H in the ARC Guidelines:

- ☐ Provide detailed site plan using your current Survey Plat, Drawing/Sketch, Brochure/Photo, Irrigation Inspection Documentation Requirements - as indicated in Appendix H - with the appropriate additions, changes showing proposed work with measurements, and setbacks from the property lines for all work.
- ☐ Provide specimens, drawings, cut sheets, paint samples, photos, etc.
- ☐ Provide detailed drawings by landscape professional, including proposed plant types, size, quantity, and location.
- ☐ Provide copy of original planting/landscaping plan OR photos of existing plantings/landscaping.
- ☐ Post Lee County approvals/permits in front of residence for inspection purposes (i.e. Fence, Generator, Lanai, Pool, Shutters, Solar Panels, and Windows).
- ☐ Provide signed engineering/architectural drawings for proposed structural additions, modifications, or alterations.
- ☐ Provide copy of original hardscape/paving/site/grid/location plan showing proposed structural additions, modifications, or alterations.

If not hiring a Contractor, provide name(s) of Person(s) performing work: _____

If hiring a Contractor, please provide all of the following:

Name of Contractor(s) performing work: _____

Phone# of Contractor(s) performing work: _____

- ☐ Copy of the contractor(s) Occupational License(s) *when applicable*.
- ☐ Copy of the contractor(s) Workers' Compensation Certificate.
- ☐ Certificate of Insurance with "CERTIFICATE HOLDER" in the Association's name as follows:

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IMPORTANT STIPULATIONS:

- ☐ Applicant is responsible for obtaining all required Permits.
- ☐ Any damage to sod, landscape, irrigation, etc. must be repaired/replaced at applicant's expense.
- ☐ Any damage to common property must be repaired/replaced at applicant's expense.
- ☐ Pool Installation: Pool barrier must be up at all times.
- ☐ Pool Installation: Silt fence must be up at all times to avoid fill or dirt to run off the property or into the lake.
- ☐ Pool installations: It's the applicant's (*and their Contractor's responsibility*) to keep the roads clean.
- ☐ All street usage will need to protect and eliminate the contamination of materials into the Storm Sewers.
- ☐ Fence Gates: Applicant's gate entrance needs to be wide enough to allow for a 52" mower deck to enter and exit.
- ☐ Irrigation: Any modifications must comply with the current association's Landscaping Company's plan.
- ☐ Applicant must notify the ARC Committee in writing by emailing arc@VenetianPointeHOA.com upon completion of all work related to this Application to request a Final Inspection.

I make this Application to the ARC Committee for the above-described modification, and by printing or signing my name below I understand that:

- A. The modification(s) requested herein may not begin until I have received written approval from the ARC Committee;
- B. My request in this Application may or may not be approved by the ARC Committee;
- C. I could be forced to have unapproved modification(s) removed or changed at my own expense should I begin the modification(s) without prior written approval from the ARC Committee; and
- D. If I don't receive notification of receipt of this Application within thirty days, I am responsible for following up with the committee at arc@VenetianPointeHOA.com and with Precedent at 239-416-9015.

APPLICANT'S SIGNATURE: _____ DATE: _____