

Reserve at Pine Tree HOA

ACC/ARC FORM REQUEST

Jedi Management
 P: 689-204-2057

Email completed application to: ACC@Jedihoa.com

This is a request form to be completed by the **homeowner** and submitted to the Architectural Review Committee (ARC) for approval. Written approval must be received **BEFORE** any work commences. Reviews may take up to 30 business days from the date a **COMPLETE APPLICATION** is submitted. Please refer to the Declaration and Architectural Guidelines for additional information. **Final approvals or denials will be sent via email. If there is no available email, then will be sent via mail.**

If the application package is received incomplete, it will automatically be denied until all required documentation is received.

DO NOT BEGIN ANY WORK UNTIL A WRITTEN APPROVAL IS RECEIVED FROM THE ACC COMMITTEE.

Name of Owner(s):		Date:
Street Address:		
Lot #	Email:	Phone number:

Approval is hereby requested for the following modification(s), addition(s) and/or alterations as described below and on attached pages: (Check applicable box and/or describe below):

- | | | | |
|---------------------------------------|---|--|---|
| <input type="checkbox"/> Windows | <input type="checkbox"/> Hurricane Shutters | <input type="checkbox"/> Exterior Lighting | <input type="checkbox"/> Pool/Spa |
| <input type="checkbox"/> Tree Removal | <input type="checkbox"/> Landscape/Curbing | <input type="checkbox"/> Patio/Pavers | <input type="checkbox"/> Pergola/Gazebo |
| <input type="checkbox"/> Front Door | <input type="checkbox"/> Wall/Fence | <input type="checkbox"/> Walkway | <input type="checkbox"/> Back Screen Enclosure |
| <input type="checkbox"/> Generator | <input type="checkbox"/> Yard Art | <input type="checkbox"/> Driveway Reseal | <input type="checkbox"/> Front Screen Enclosure |
| <input type="checkbox"/> Solar Panels | <input type="checkbox"/> Gutters | <input type="checkbox"/> Roof Replacement | <input type="checkbox"/> Additions |
| | | | <input type="checkbox"/> House Painting |

Approved Colors can be found on the community portal.

Exterior Paint: _____ Base: _____ Trim: _____ Garage: _____ Doors: _____

Additional Details for Project: _____

Check boxes that apply:

- Location:** Attach a copy of the plot plan/survey showing where the addition is located relative to the home and the property lines. Plot plan/survey must be included in your closing documents.
- Specs:** Attach copies of plans, insurance declaration page, license, from any contractor/vendor providing service. Include color samples, photos, dimensions, etc.
- Project:** If you are doing the project yourself, please check here.
- Permits:** You are responsible for obtaining any necessary permits from the appropriate Building and Zoning Department(s).
- Access:** Access to the area of construction is only allowed through your property, and you are responsible for any damage. If access is needed to neighboring properties, please check with your neighbors before beginning any work.
- Acknowledgement:** I understand that work cannot begin until I receive written final approval from ARC committee.

Signature: _____

Upon completion of your project, please send an email with photos to: admin@jedihoa.com