

The Woods

Architectural variance request form

For submission to architectural review sub-committee

Name: _____

Address: _____

Phone: home: _____ office: _____ email: _____

Please read the variance checklist carefully, and indicate below the type of variance you're requesting. Check all that apply.

- | | | | |
|----------------------------------|--|---|---|
| <input type="checkbox"/> fence | <input type="checkbox"/> painting | <input type="checkbox"/> antenna/satellite dish | <input type="checkbox"/> deck/concrete patio |
| <input type="checkbox"/> roof | <input type="checkbox"/> siding/trim | <input type="checkbox"/> shed/outbuilding | <input type="checkbox"/> paved/covered paths |
| <input type="checkbox"/> pond | <input type="checkbox"/> addition to house | <input type="checkbox"/> driveway/sidewalks | <input type="checkbox"/> patio enclosure/Florida room |
| <input type="checkbox"/> awnings | <input type="checkbox"/> pool/spa | <input type="checkbox"/> windows/doors | |
| <input type="checkbox"/> other | _____ | | |

Any variance requests for a fence, pool, outbuilding, building renovation, driveway, or concrete work which are not accompanied by a survey will be automatically denied.

In accordance with The Woods' Covenants & Restrictions and the Association's Rules & Regulations, I hereby request your consent to the following changes, alterations, renovations, additions and/or removals to my property:

Projected start date _____ projected completion date _____

Signature: _____ Date: _____

You must also sign the ASRC variance request declaration accompanying this form, and carefully read the accompanying variance-request checklist and the Woods Community Association Rules and Regulations.

_____ **Approved** _____ **Denied** (see attached)

_____ **Referred to** _____ (See attached)

Signature of ARC Committee Member: _____

Date: _____

ASCR variance request declaration

I understand that under The Woods' Covenants & Restrictions and the Rules & Regulations, the architectural review sub-committee will act on my request, and will provide me with a written response of their decision within 30 days of receipt. I further understand and agree to the following provisions.

1. I will not begin work, or commit to work, until I have received written approval from The Woods Community Association.
2. All work and future upkeep will be at my personal expense.
3. Once commenced, all work will be done expeditiously and in a good and workman-like manner by myself or my contractor(s).
4. All work will be performed at a time and in a manner which will minimize interference and inconvenience to other property-owners.
5. I will be personally responsible for the conduct of all persons, agents, contractors and employees connected to this work.
6. I will be personally responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work, and will obtain any necessary governmental permits and approvals for it. I understand and agree that The Woods, its Board of Directors, its agent(s), and the committee have no responsibility with respect to such compliance.
7. I understand that a decision by the committee is not final, and that the Board of Directors may reverse or modify a decision by the committee upon written appeal from any owner made to the Board of Directors within ten days of the committee's decision.

All requests outside those covered in the attached guidelines require approval by the Board of Directors.

Signature

date

Architectural Rules (effective October 1, 2002)

The following actions by residents must be presented to the architectural review sub-committee for approval prior to commencement of work. The committee has up to 30 days to take action on a request, or written notification for delay will be provided by The Woods office. . Architectural forms are available at the Woods office.

1. Any change affecting structural (including elevation), change of property, exterior additions, detached structures or facilities, walls, fences, walkways or driveways must be approved by the ARSC.
2. Detached structures must be placed in the resident's back yard in such a manner as to conceal as much of the structure as possible from the street side. The maximum height for any structure is eight feet (8') including foundation. Exterior colors of structures must complement the exterior of the resident's home.
3. Erection of an 18" satellite antennae or any such attached or detached structure.*
4. Installation of swimming pool, outdoor hot tubs or any such facility.*
5. Construction of any sports equipment or facility such as but not limited to basketball backboards, skateboard ramps and soccer goal. If approved, basketball backboards must be erected a minimum of 20 feet from the nearest road. Skateboard ramps and soccer goals must be placed in the backyard behind an approved fence and cannot be placed within 20 feet of adjoining property.
6. Alteration of landscaping affecting structural (including elevation), change of property, drainage or safety or exterior additions to any existing structure**
7. Changes in color or color combinations of homes and other permanent structures.
8. Tree removal if the tree is further than ten feet from the home. If approved for removal, the tree stump must be removed or ground to ground level and re-landscaped. Exception: trees located within an enclosed fenced area do not require stump removal.
9. Installation of clotheslines: no permanently-installed clotheslines are allowed. Temporary, portable clotheslines must be positioned in the resident's backyard in such a position that no part can be seen from the street.
- 10 Garages cannot be enclosed or changed from the original use of vehicle storage.
- 11 Installation of fences: all planned fence installations must be submitted to the ARSC for approval, which must be obtained before commencing with fence installation. Fences must meet the following minimum guidelines:
 - A. Fences WILL be a minimum of four to a maximum of six feet in height, stockade or board on board except when: fences adjacent to ponds will be a maximum of four (4) foot in height and can be of the picket fence style. These fences will remain at that height up to a point where a six foot height fence would no longer restrict the waterview of the adjoining homes. Fences must be graduated from 6 foot to 4 foot. Material used to construct the fence must be wood, aluminum, PVC, or wrought iron. Wood fences must be left in their natural state and not painted or stained; however, a clear preservative is acceptable. All other fences MUST be white or black in color. Chain link fences are NOT acceptable.
 - B. Fences are restricted to back and side yard areas. No portion of the fence or fenced area is to extend in front of a line parallel to and even with the front of the dwelling or "right of way" areas. In the case of a corner lot, the ARSC and Board of Directors shall, in the exercise of sole discretion, determine which is the front lot line and which are the side lot lines.
 - C. When approved an 18" lattice panel may be used in areas to assist in concealing approved structures and/or vehicles, boats, campers, or motor homes.
 - D. Ribbing and support members of the fence shall face inward (toward the owner's side of the lot). The smooth side of the fence shall face the adjacent properties (outward).
 - E. In the event an existing fence owner is confronted with a neighbor who intends to erect a fence not of the same quality, style, height or material of the existing fence along parallel property lines the matter will be resolved by the Board of Directors.

In summary, no landscaping, affecting structural (including elevation) change of property, drainage or safety, exterior additions, detached structures or facilities, walls, fences, walkways or driveways shall be erected, constructed or maintained by anyone, under or upon the common specifications thereof showing the nature, kind, shape, height, materials and locations, have been

submitted to and approved, in writing, by the architectural review sub-committee, in accordance with the by-laws. Any construction, erection of structure or installation in violation of these rules, and/or without the express written consent of the architectural review sub-committee, shall be subject to removal or correction to meet these standards.** The Association, and its officers and agents, are specifically authorized to enter upon any lot and remove or correct any condition contrary to these regulations; the owner and/or tenant thereof shall be responsible for all reasonable fees, charges and expenses incurred in the correction or removal of such condition.

** If approved, the structure must be placed in the resident's back yard in such a manner that no part can be seen from the street or common property. Eighteen-inch satellite dishes are acceptable, but MUST be submitted and approved by the architectural review sub-committee.*

*** A \$125 fine will be assessed to residents who begin ANY improvements without written approval from the ARSC. Exception: fines will only be assessed for landscape violations when the landscaping changes affect structural (including elevation) change of property, drainage or safety.*