

Architectural Design Review Committee Submittal

DATE SUBMITTED: _____ DATE RECEIVED BY ARC COMMITTEE: _____

NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

TYPE OF REQUEST - (Please provide a detailed description) ***Painting requires House Painting Supplement Form.*** A copy of your property survey showing proposed changes including dimensions, setbacks, landscaping, etc. and detailed description of work must be attached to this request if applicable. Provide **contractor estimate** showing work to be performed, copy of **contractor license and insurance**. ***Requests will be denied without complete information.***

Please remember that permission must be received prior to beginning **ANY** work. The homeowner is responsible for compliance of contractors to abide by the Association Rules and County permits including, without limitation, zoning ordinances, subdivision regulations and building codes. The ARC shall have no liability or obligation to determine whether improvements, alterations and additions comply with any laws, rules, regulations, codes or ordinances. The ADRC has 2 weeks to provide an answer after all required documentation is received.

This application should be mailed to:

Lumsden Trace HOA c/o ADRC
P.O. Box 1822
Valrico FL 33595-1822

ARC Recommendation: _____ APPROVAL _____ DISAPPROVAL _____ REVISE & RESUBMIT (see comments)

COMMENTS: _____

ADRC Committee Member/Board Member Signature

DATE _____

ADRC Committee Member/Board Member Signature

DATE _____