

Exterior Modifications Submission Form

04/05/2023

Estates at River Crossing Homeowners Association
c/o Merit Management
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Valrico, FL 33596
admin@meritfl.com

Article VI, Section 1 of the Declarations of Covenants, Conditions and Restrictions of The Estates at River Crossing requires pre-approval before performing any exterior modifications. Further, applicants must allow the Architectural Committee (AC) up to forty-five (45) days from receipt of this form and all materials for a review. As stated in Article VI, Section 2: If the Architectural Committee (AC) does not approve or disapprove any application with forty-five (45) days after receipt of an application consisting of a completed application form, survey, complete plans and specifications (as necessary), its applications will be deemed disapproved. In all other events, the approval must be in writing and must be received prior to proceeding with any requested exterior modification. All requests must be in accordance with the governing documents for Estates at River Crossing and the most recently Board of Directors approved Estates at River Crossing Rules and Regulations.

Please note that effective 01/01/2016, the Board of Directors ruled that AC Submissions Forms, along with the required support documentation (surveys, plans, specifications, drawings, paint color samples, etc.), must be mailed or emailed to the address shown above for review by the AC Committee.

Please complete (print) the following information:

Date of Submission: _____

1. Homeowners Name: _____
2. Street Address: _____
3. Home Phone: _____ Cell Phone: _____
4. Email Address: _____
5. Description of the proposed exterior modification/improvement/changes being submitted for approval:

6. When do you plan to begin? _____ (*Must allow 45 days from the submittal date for a decision)
Estimated completion date or time? _____
7. Who will be doing the work? (Indicate "Self" if to be performed by the homeowner)
Individual Name: _____
Business Name: _____
Telephone #: _____
8. Will a county permit be required? Yes _____ No _____ Unknown _____

Exterior Modifications Submission Form (Cont.)

With each request, please submit the following specified documents as listed below. To avoid delays in the decision or the re-application process, provide as much detail as possible with your application and if your schedule permits, please plan to attend the posted AC Committee meeting.

Decks/Additions/Patios:

Lot survey showing proposed location/size
Proposal by installer
List of materials/colors (Samples may be required)

Fences:

Lot survey showing location of fence and gates
Fence can only be wood or vinyl only
Fence style and finish color (Natural Stain Only)
Fence Height (Must be 6' except on pond areas)
Proposal by the installer

Fire Pits/Barbeques/Outdoor Kitchens:

Lot survey with location shown
List of material types, colors and styles
Proposal by the installer (if applicable)

Gutters:

Proposal by the installer showing location, type and color
Elevation drawing showing gutter and downspout placement

Hurricane Shutters:

Proposal by the installer
Specifications/pictures of the proposed shutters

Landscaping Modifications:

Lot survey with desired changes and locations shown
Proposal by the installer (If applicable)
Plan showing location, type and proposed changes and materials
For ponds/fountains: Specification/Sketch of proposed pond/fountain
Plan showing location, type and proposed changes and materials

Play Equipment:

Lot survey showing proposed location
Specification of proposed equipment including size, type and material

Power Generator:

Lot survey showing exact generator placement
Specifications on type and size of unit

Satellite Dish:

Proposal by the installer
Lot survey showing exact placement on house

Sheds/Gazebos/Pergolas/Tiki Huts:

Proposal by the installer (if applicable)
Lot survey with proposed location shown
Specifications/photos of the proposed shed/gazebo/pergola/tiki hut, including dimensions

Storm Doors:

Specifications/pictures of the proposed storm door, including brand, model & frame color

Stone Façades:

Elevation drawing showing the desired stone accent locations
Proposal by the installer (if applicable)
List of material types & colors (samples may be required)

Exterior Modifications Submission Form (Cont.)

Pool/Screen Enclosure:

Copy of lot survey with sketch of location

Copy of the proposal by the installer

Site plan showing size and location

Copy of approved permit

Screen Enclosure Aluminum Color _____ and screen color _____

Glass Screen _____

Driveways:

See Driveway Supplemental Guideline.

Select one:

Option #1 – Stamped Concrete in ashlar pattern _____

Copy of proposal from installer

Option #2 – Pavers in natural, earth tone with brown or gray base color in ashlar pattern _____

Copy of proposal from installer

Option #3 – Driveway Coating _____

Copy of proposal by installer

Coating Brand/Manufacturer _____

Coating Type _____

Coating Color _____

Paint or Repainting: See House Paint Supplemental Guideline. (House cannot be painted the same body color as the adjacent house or directly across the street) **Homeowner must initial _____**

Option #1 – Color change using Color Palette Book

Color Section/Page # _____

Body Color – Code/Name _____

Garage Door – Code/Name _____

Trim – Code/Name _____

Door – Code/Name _____

Option #2 – Repaint using existing color (Samples Required)

Body Color – Code/Name _____

Garage Door – Code/Name _____

Trim – Code/Name _____

Door – Code/Name _____

Exterior Modifications Submission Form (Cont.)

Roof Replacement – Must be Composite Shingles- Either 3-Tab or Dimensional

Copy of proposal by installer

Shingle Type: _____

Manufacturer _____

Color- _____

The undersigned is requesting a review of the approve submitted information, which is true and correct to the best of my knowledge and acknowledges that the Declaration of Covenants, Conditions and Restrictions of the Estates of River Crossing require approval of the Architectural Committee (AC), prior to beginning any exterior modifications. If approved, the project must be completed within 180 days or the approval is automatically withdrawn.

Signed and submitted on this the _____ day of _____, 20_____

By: _____

Signature

Printed Name: _____

ARCHITECTURAL COMMITTEE USE ONLY – LEAVE THIS AREA BLANK

Reviewed by the Architectural Committee on: _____

Decision: **Approved** _____

Approved With Conditions _____ (See Below)

Denied _____

Additional Information Requested _____

AC Comments/Conditions (If any): _____

