

UNIVERSITY PLACE ARCHITECTURAL MODIFICATION REQUESTS

DEPOSIT COMPLETED FORMS IN THE DROPBOX (located at the Charleston Pool Entrance) .

PLEASE BE SURE IT IS COMPLETED AND ANY ADDITIONAL REQUIRED DOCUMENTS SUCH AS A SURVEY, PAINT CHIPS OR MATERIAL SAMPLES ARE INCLUDED. INCOMPLETE FORMS WILL NOT BE REVIEWED.

FORMS SHOULD BE SUBMITTED BY WEDNESDAY FOR FRIDAY MEETINGS

COMMITTEE MEETS THE FIRST FRIDAY OF EVERY MONTH AT 10 A.M. IN THE COMMUNITY ROOM

- I/We have consulted the Governing Documents and most recent (2023) Architectural Guidelines to determine if our proposed change(s) are permissible.
- All required documents have been provided:
 - Color picture of home exterior or landscape area where changes are to be made
 - New Construction/ Pools: floor/site plan and/or elevations to scale
 - Landscaping: plot diagram including location and list of all plants to be used
 - Pictures and/or samples of materials to be used, including product specifications
 - An official lot survey (pools/spas, fencing, driveways, new construction) noting project boundary lines
 - A Manatee County Permit (Contact permitting@mymanatee.org to determine if your project requires a permit)
- I/We understand that the project should not deviate from what was submitted for approval.
- I/We understand that this application is unique and cannot be compared to other applications either denied or approved.
- I/We understand that owner is responsible to follow all applicable permits and laws.

Homeowner Name(s): _____ Date: _____

Homeowner(s) Signature(s): _____

Address: _____

Phone: _____ Email: _____

- | | | |
|---|--|---|
| <input type="checkbox"/> Exterior Lighting | <input type="checkbox"/> Roof (unless pre-approved colors- confirm with HOA manager) | <input type="checkbox"/> Windows/Shutters (visual changes only) |
| <input type="checkbox"/> Front/Side Doors | <input type="checkbox"/> Exterior Paint (including repaint) | <input type="checkbox"/> Driveway/Entryway |
| <input type="checkbox"/> Garage Doors | <input type="checkbox"/> Fencing | <input type="checkbox"/> Pool/Caging/Patio |
| <input type="checkbox"/> Fountain | <input type="checkbox"/> Landscaping/Tree Removal | <input type="checkbox"/> Gutters |
| <input type="checkbox"/> Hurricane Protection | <input type="checkbox"/> Generator/Solar Energy | <input type="checkbox"/> All Other Modifications _____ |

DESCRIPTION OF WORK TO BE DONE:

EXPECTED DATE OF COMPLETION

Adjoining neighbor(s) notification is recommended but not required for approvals. requested where work is to be completed.

FOR ARC USE ONLY

- | | |
|---|---------------------------------|
| <input type="checkbox"/> APPROVED | <input type="checkbox"/> TABLED |
| <input type="checkbox"/> APPROVED, WITH MODIFICATIONS | <input type="checkbox"/> DENIED |

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HOMEOWNER ADDRESS: _____

EXTERIOR PAINT SELECTION FORM

***As a reminder, please make sure your selection is from the color pallet approved list.
Posted on the website, portal and in community room.***

Original paint chips (1" x 1" or larger) must be included.

BODY OF HOUSE	TRIM	FRONT DOOR(S)
Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>
FASCIA/GUTTERS	SHUTTERS	GARAGE DOOR
Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>	Brand/Name: _____ Color Number: _____ <i>Attach sample here</i>

Approved Exterior color selections are posted on the website, client portal and in the community room. Please make sure your selection is from the color pallet from the approved list.

The ARC may request paint samples of up to 4' x 4' in size be painted on your home prior to approval. Your application is unique and cannot be compared to other applications either denied or approved.
