P TRACE PROPERTY OWNERS ASSOCIATION
ALTERATION APPLICATION

OWNER'S NAME: _____ DATE: _____

ADDRESS: _____ BLOCK: _____ LOT: _____

PHONE: (____)_____ EMAIL: _____

All applications requesting approval for any alteration which occurs outside the exterior walls of the building MUST BE ACCOMPANIED BY A COPY OF YOUR LOT SURVEY WITH THE ALTERATION DRAWN ON IT, SHOWING LOCATIONS, DISTANCES AND DIMENSIONS. INCLUDE A SKETCH INDICATING SIZES, HEIGHTS, MATERIALS, COLORS, TYPE OF CONSTRUCTION AND OTHER PERTINENT INFORMATION AS MAY BE NECESSARY. IF THIS INFORMATION IS NOT INCLUDED, YOUR APPLICATION WILL BE RETURNED TO YOU.

PLEASE DESCRIBE IN DETAIL THE TYPE OF PROPOSED ALTERATION, MATERIALS TO BE USED. IF MORE SPACE IS NEEDED, ATTACH ADDITIONAL PAGES TO THIS APPLICATION.

_____

_____

_____

_____

_____

_____

_____

If approval is granted, it is not to be construed to cover approval of any County or City Code Requirements. A building permit from the appropriate building department is needed on most property alterations and/or improvements. The Architectural Review Committee (the "ARC") shall have no liability or obligation to determine whether such improvement, alteration and/or addition comply with any applicable law, rule, regulation, code or ordinance. It is the owner's responsibility to ensure that they are in compliance with any applicable law, rule, regulation, code or ordinance.

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant, their heirs and assigns thereto, hereby assume sole responsibility for the repair, maintenance and/or replacement of any such change, alteration or addition. IT IS UNDERSTOOD AND AGREED, THAT THE ASSOCIATION IS NOT REQUIRED TO TAKE ANY ACTION TO REPAIR, MAINTAIN AND/OR REPLACE ANY SUCH APPROVED CHANGE, ALTERATION OR ADDITION, OR ANY STRUCTURE OR ANY OTHER PROPERTY. THE HOMEOWNER AND THEIR ASSIGNS ASSUMES ALL RESPONSIBILITIES FOR ANY CHANGE, ALTERATION OR ADDITION AND ITS FUTURE UPKEEP AND MAINTENANCE.

I agree not to begin the proposed alteration or any other property improvements requiring approval from the ARC until the ARC notifies me in writing of its decision. I understand that all approvals automatically incorporate the conditions set forth in ARC Guidelines as currently adopted by the Board of Directors. I understand that the ARC **may take at least thirty (30) days from receipt of a complete application**, to process, review and render a decision on this Alteration Application. **If any change is made that has not been approved, the Association has the right to require me to remove the improvement from my property.**

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ALTERATION APPLICATION

DATE: _____ OWNER'S SIGNATURE: _____

DATE: _____ OWNER'S SIGNATURE: _____

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Signature of adjacent owners if you are installing: fence, trampoline, basketball equipment or other alteration requiring notification and acknowledgement by adjacent owners.

_____ _____

Left side Right side

_____ _____

Rear Rear

_____ _____

Rear

****

ACTION TAKEN BY THE ASSOCIATION: DATE: _____

APPROVED: _____

APPROVED WITH CONDITIONS: _____ - **Please see attached conditions**

NOT APPROVED: _____

_____

Authorized Signature for the Architectural Review Committee

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NOTE: Application approvals are valid for a period of six (6) months and a new Alteration Application must be submitted after that time has elapsed if the approved project has not commenced.

Return Completed Application to:

WATSON ASSOCIATION MANAGEMENT
1648 SE Port St Lucie Blvd
Port St Lucie, FL 34952
Paminfo@watsonrealtycorp.com