

Toscana Community Association, Inc.
ARCHITECTURAL REVIEW COMMITTEE (ARC) APPLICATION

Mail to: Toscana Community Association, Inc. c/o Artemis Lifestyle Services
1631 E. Vine Street, Suite 300, Kissimmee FL 34744
Email: arb@artemislifestyles.com

Name _____ Subdivision _____

Property Address _____ Email _____

Mailing Address _____ City _____ State _____ Zip _____

Phone(s) Home _____ Work _____ Cell _____

In accordance with the Declaration of Covenants, Conditions and Restrictions and the Association's Rules and Regulations, installation must conform to this approval and the Association's guidelines. I hereby request your consent to make the following changes, alterations, renovations and/ or additions to my property.

- Fence Swimming Pool Well Installation Patio Screen enclosure
- Exterior Color Landscaping Driveway Extension Other _____

Description: _____

I HEREBY UNDERSTAND AND AGREE TO THE FOLLOWING CONDITIONS:

- 1) No work will begin until written approval is received from the Association. I have 60 days from the approval date to complete the work. If not, then I must re-apply for approval.
- 2) Attach copy of the property survey that shows the locations of the proposed change, alteration, renovation or addition. Attach drawings of your plan(s). Attach color samples, if applicable.
- 3) All work will be done expeditiously once commenced and will be done in a professional manner by a licensed contractor.
- 4) All work will be performed timely and in a manner that will minimize interference and inconvenience to other residents.
- 5) Within 30 days of completion, I will contact the Management with proof of completion. (Vendor verification of completion and/or pictures).
- 6) I assume all liability and will be responsible for any damages to other lots and / or common area, which may result from performance of this work.
- 7) I will be responsible for the conduct of all persons, agents, contractors, subcontractors and employees who relate to this work. Vendors are NOT allowed to put advertisement signs up. Vendors MUST remove their own trash – they may not use third-party dumpsters.
- 8) I am responsible for complying with all applicable federal, state and local laws, codes, regulations and requirements in connection with this work. I will obtain any necessary governmental permits and approval for the work.
- 9) A decision by the Association may take up to **30 days**. I will be notified in writing when the application is either approved or denied.

ALL HOMEOWNERS ARE RESPONSIBLE FOR FOLLOWING THE RULES AND GUIDELINES OF THEIR ASSOCIATION WHEN MAKING ANY EXTERIOR MODIFICATIONS.

Signature of Owner(s): _____ Date: _____

DO NOT WRITE BELOW THIS LINE

This Application is hereby: Approved Approved With Conditions Disapproved

ARC Chairman Signature _____ Date _____

Comments: _____

Board Member's Signature _____ Date _____