

Fairfield Homeowners Association - Request For Modification Review

*Thank you for your interest in submitting a modification request form. Each request is reviewed on a case by case basis. Please review the following for more information pertaining to each modification request package submission, understanding that no change / modification / or agreement of contract by the homeowner will proceed forth until **written ARC approval** has been received by the homeowner.*

Your Name _____ Today's Date _____

Property Street Address _____ (circle one: FB / CSW / MPC) Phone (____) _____

Your Email Address _____@_____

All requests must include, without limitation, the following information: Site Plan (including all dimensions), detailed description of request (Note if you have multiple requests please submit per each project) list of materials, pictures, and any other information as specifically required below or as required by the design guidelines approved by our community. *Please notate if your property is a special treatment lot.* Complete section if it applies below if not specially notated please use description section only.

Estimated Start Date: _____ Estimated End Date: _____

Refer to design criteria & community policies.

Complete Description of Modification Requested Misc: _____

General Landscaping / Street Tree / Tree Replacement:

Reason for removal & replacement: _____

Complete shrub & irrigation plan attached: Yes No

Exterior Lighting - Wall Mounted Garage light or landscape lighting, Vents, Attic Fans, Front Entry Screen:

Reason for removal & replacement: _____

Description: _____

Security Systems - Property Monitoring / Flag Pole:

Description: _____

Lanai Enclosure - Extensions / Lanai Screen / Generator:

Description: _____

Complete property access for attached (required for lanai extensions): Yes No

Contractor Name: _____ Phone: _____

Contractor Address: _____ Contractor Bonded: Yes No

Contractor License Number: _____

THIS SECTION ONLY FOR LANAI EXTENSION REQUEST:

If applicable: Acknowledgement of adjacent homeowners (all homeowners sharing common boundary line).

Applicant homeowner has made a reasonable effort. Acknowledgement will be considered by ARC & BOD.

1. Homeowner Signature _____ Unit # _____ (circle one: FB / CSW / MPC)

Homeowner Printed Name _____

Please Check Only ONE: In Favor Of (____) / Not In Favor Of (____)

2. Homeowner Signature _____ Unit # _____ (circle one: FB / CSW / MPC)

Homeowner Printed Name _____

Please Check Only ONE: In Favor Of (____) / Not In Favor Of (____)

3. Homeowner Signature _____ Unit # _____ (circle one: FB / CSW / MPC)

Homeowner Printed Name _____

Please Check Only ONE: In Favor Of (____) / Not In Favor Of (____)

Fairfield Homeowners Association - Request For Modification Review Continued...

Send complete request form and related information to:

Architectural Review Committee

Property Management: CAMS by Stacia

1800 2nd. Street Suite # 853

Sarasota, FL 34236

office@cam-ss.com

This section must be completed no verbal approval is acceptable.

For Architectural Control Committee Use:

Signed by ARC Member: _____

Date: _____

Approved _____ **Denied _____ **Conditions _____

**Comments: _____

Neither Fairfield Community, the association Board of Directors, the Association ARC Committee or the association committee of the respective members, secretary, successors, assigns, agents, representatives or employees shall be liable for damages or otherwise to anyone requesting approval of an architectural alteration by reason of mistake in judgment, negligence or non-feasance, arising out of any action with respect to any submission. The ARC is directed toward review and approval of site planning, appearance and aesthetics. None of the foregoing assumes any responsibility regarding design or construction, including, without limitation, the structural integrity, mechanical or electrical design, methods of construction, or technical suitability of materials. I hereby release and covenant not to sue all of the foregoing from/for any claims or damages regarding this request or the approval or denial there of.

I understand I will NOT proceed forth until written ARC approval has been received by me the homeowner(s). The undersigned property owner hereby acknowledges and agrees that they will be solely responsible for determining whether the improvements, alterations or additions described herein comply with all applicable laws, rules, regulations, codes and ordinances including, without limitation: zoning ordinances, subdivision regulations and building codes. Neither ARC Committee, the Board of Directors nor Management shall have any liability or obligation to determine compliance.

On a case by case basis ARC may request a resubmittal if work is not completed within 6 months.

If ANY changes are made to a previously approved ARC resubmission is required.

ARC has the right to request an inspection of work being performed shall it fall out of the spec of approval.

Homeowners Signature: _____ Date: _____

Homeowner Printed Name: _____