

RIVER HARBOR WEST OWNER'S ASSOCIATION, INC.

REQUEST FOR ARCHITECTURAL APPROVAL

This is a request form to be completed by the homeowner and submitted to the Architectural Review Committee (ARC) for approval BEFORE any work commences.

Please complete in its entirety and mail to: **OR** Email to: *Nicole@sunstatemanagement.com*

River Harbor West Homeowners Association, Inc.
c/o Sunstate Management Group
P.O. Box 18809
Sarasota, FL 34276
Fax: 941-870-9652 Phone: 941-870-4920

THIS SECTION TO BE COMPLETED BY THE HOMEOWNER (plot plan must be attached to this request)

Date: _____

Name: _____ Address #: _____ 89th St NW Bradenton 34209

PHONE _____ (E-MAIL) _____

DESCRIBE THE CHANGE/ADDITION/INSTALLATION: (i.e. pool, screen enclosure, patio, landscaping, sidewalk/driveway pavers, etc.) _____

Location: Attach a copy of the plot plan/survey showing the location of the addition or installation (must be provided). Describe the work being done. _____

Specifications: Attach a copy of the plans, drawing or photograph (must be provided).

Dimensions _____

Materials: _____

Color(s) (sample or color chip must be provided). _____

Estimated time of completion: _____

If applicable, Adjacent Neighbors directly affected by this request:

address: # _____, address: # _____, address: # _____ 89th St NW

NOTE: Per the Governing documents: Owners are responsible for the work/action of persons under their employ, direction or authority. Please supervise the work to ensure that damage to common areas does not occur or is corrected. All requests must conform to the local zoning and building regulations and owners are responsible for obtaining the necessary permit if request is approved.

-----Please do not write below this line-----

REQUEST: Date approved _____ Date denied _____

(ARC) SIGNATURE: _____

(ARC) Comments or Conditions: _____

Date received by Sunstate: _____ sent to ARC: _____ Sent to H/O: _____

River Harbor West
Architectural Standards
In Association With
Section 12 Amended and Restated Declaration of Condominium
Effective August 1, 2000

Design Requirements for Residential Dwellings

- A. In accordance with section 3.4 (c) of the Declaration, only one single-family dwelling may be constructed within and upon a unit (AKA a lot). The external design of proposed structures should be harmonious with existing structures in the condominium.
- B. Any proposed residential dwelling shall have an enclosed living area exclusive of any garage, porch, patio, atrium and incorporated storage area of no less than 1,800 square feet. All proposed residential dwellings shall include a two car or larger enclosed garage that shall be attached or otherwise incorporated into the proposed structure.
- C. Any swimming pool constructed on a condominium unit must be in-ground. Above ground swimming pools are specifically prohibited.

Exterior Construction Standards (3.4 c) (12.2) (12.4)

Exterior walls may be constructed of any material consistent with modern construction techniques and consistent with the character of the neighborhood.
(12.2) (12.4)

Examples of acceptable exterior wall materials are:

- Vinyl, wood, aluminum, steel, or fiber cement siding.
- Stucco over concrete blocks or other appropriate underlayment material.
- Stone, brick or other masonry products.
- Paint color or other exterior surfacing material shall be harmonious with the existing character of the neighborhood.

Examples of acceptable exterior wall opening materials are:

- Windows and doors may be constructed of vinyl, aluminum, steel, wood or vinyl-clad wood frames. Any color is acceptable consistent with the style of home and consistent with the existing character of the neighborhood though mill finish aluminum windows are specifically excluded.
- The number and style of windows and doors should be consistent with the style of home constructed.
- Shutters, whether functional or merely decorative, are acceptable consistent with the style of home constructed.

Examples of acceptable roofing materials are:

- Cedar shakes, whether made of cedar or metal or composite materials.
- Galvanized metal, i.e., “tin roof.”
- Ceramic, terra cotta or other cement or tile-based material.
- Any other form of wood, metal, fiberglass or other composite consistent with modern construction techniques.
- Color and style of roofing materials should be consistent with the style of home constructed and consistent with the existing character of the neighborhood.

Horticultural and Other Exterior Standards (12.2) (12.4)

- Most trees or shrubs that are typically found in a sub-tropical climate and consistent with the existing character of the neighborhood are generally acceptable. (12.2)
- Trees or other large foliage plants may not be planted in a manner so as to create a nuisance to adjacent properties or to impede the use of the neighboring property. (12.2)
- Shrubs that are planted as hedges must be placed immediately adjacent to the dwelling and specifically may not be placed in such a manner as to create a fence-like barrier between contiguous properties or across the front of one's property. (12.2)
- Any high maintenance or unusual landscaping, if approved by the ARC, shall be the sole responsibility of and maintained by the unit owner. (7.3)
- Imported “exotics” or “nuisance” plants not native to coastal Florida may not be planted. Examples include Australian Pine, Brazilian Pepper, and Mallaluca. (12.2) (12.4)
- No tree primarily located within a given unit may be removed without the consent of the Association, unless it is diseased. (3.7 d)
- Fences may be constructed only around the rear of the home and may be of any material consistent with modern building technology except chain link. Fences may be no more than five feet high as measured from the surface of the ground to the highest point on the fence. (12.2)

When to Call on the Architectural Committee for Approval

- Prior to construction of a new home. This includes not only the construction of the dwelling but also the initial landscaping. The ARC specifically reserves the right to review and either approve or disapprove the construction of any dwelling and the landscaping plan for the property. (3.4 c) (12.3 a)
- Prior to construction of any exterior addition or modification to an existing home. (7.6 b) (12.3 b)
- Prior to any maintenance or repair that uses materials which are significantly different than the originals. (12.3 c)
- Prior to any reconstruction after substantial damage. (12.3 d)

- Prior to any significant planting of trees, bushes, shrubs, flowers, plants or other landscaping that is required to be maintained by the Association. (7.6 b) (12.2)
- Prior to constructing a fence, not as a part of the original home construction. (12.2)
- Prior to the removal of any tree. (3.7 d)
- Prior to any major renovation of the original landscape plan on one's property. (12.3 b)
- Prior to installing davits on or other mooring facilities alongside the community pier. (3.6 a)

July 26, 2000

RIVER HARBOR WEST OWNER'S ASSOCIATION, INC.

Architectural Review Process

STEP 1 – Submission. Anyone with a request will submit it to the Property Manager, Nicole Banks, Sunstate Management Group (nicole@sunstatemanagement.com) or P.O. Box 18809, Sarasota, FL 34276. The property manager will log the request and the date and give a copy to the chairman of the Architectural Review Committee (ARC), to any directly affected homeowners and to the Board. A Committee member will post the request in the downstairs clubhouse.

STEP 2 – The chairman of the ARC will schedule an ARC meeting to review the request. This meeting will be at least seven days after the request has been received by the affected homeowners, who will be invited to attend the ARC meeting.

STEP 3 – The ARC will meet and make a decision about the request and give that decision to Sunstate Management Group within 48 hours. The decision will be in writing in the form approved by the Board.

STEP 4 – Sunstate Management Group will log the date of the decision and also provide copies to the Board and all homeowners via email. A committee member will post a copy of the decision in the downstairs clubhouse within 24 hours of receiving it.

STEP 5 – If no objections have been brought to Sunstate within 10 days of the posting of the decision, the decision becomes official and work can begin.

STEP 6 – If an objection is brought to the Board within 10 days, it has 30 days to approve, reject or modify the recommendation of the ARC. If the Board does nothing, the ARC's recommendation becomes approved after 30 days.

To be filled out by Architectural Review Committee / Sunstate Management Group

RIVER HARBOR WEST

Architectural Review Committee Review Form

ARC Review number and date:

Date request was received:

Date homeowners were notified by email, phone or mail:

Date of ARC meeting:

ARC members in attendance:

Other homeowners attending:

Name of person requesting approval

Approval sought for:

ARC recommendation:

1. On approval/not approval. Who made the motion, who seconded the motion, how each ARC member voted, and the vote total:
2. Rational for the recommendation:
3. Specific stipulation:

Summary of discussion on, record of what motions were made, the votes, and who voted how.
(See attached minutes for details):

Date recommendation was delivered to property manager:

Signature of ARC chair or acting chair: _____ Date: _____