

V.P. HOMEOWNERS ASSOCIATION, INC

APPLICATION FOR ARCHITECTURAL REVIEW COMMITTEE

Please hand deliver, mail, email or fax this form with required plans and specifications to:

Telephone: 386-738-2112
Fax: 386-736-3360

ARCHITECTURAL REVIEW COMMITTEE
VICTORIA PARK COMMUNITY MANAGEMENT OFFICE

Email: arosario@Evergreen-LM.com

1431 Orange Camp Road – Suite 116
Deland, FL 32724

Name of Owner (s):	Email Address:	
Street Address:		
Date:	Lot #	Phone number:

Approval is hereby requested for the following modification(s), addition(s) and/or alterations as described below and on attached pages:
TYPE (Check applicable box and/or describe below):

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Addition | <input type="checkbox"/> Generator | <input type="checkbox"/> Play Equipment | <input type="checkbox"/> Windows |
| <input type="checkbox"/> Doors | <input type="checkbox"/> Gutters | <input type="checkbox"/> Pool/Spa | <input type="checkbox"/> Yard Art/Wall Art/Statuary |
| <input type="checkbox"/> Driveway | <input type="checkbox"/> Hurricane Shutters | <input type="checkbox"/> Satellite Dish | |
| <input type="checkbox"/> Exterior Paint | <input type="checkbox"/> Landscaping/Curbing | <input type="checkbox"/> Screen Enclosure | |
| <input type="checkbox"/> Fence | <input type="checkbox"/> Patio/Pavers | <input type="checkbox"/> Solar (Panels/tubes/fans) | |
| <input type="checkbox"/> Other: _____ | | IS THIS A RESUBMITTAL? <input type="checkbox"/> YES <input type="checkbox"/> NO | |

Additional Information: _____

All structural/landscaping changes or additions **MUST** include a property survey or plot plan showing the location of the change with dimensions. All requests for painting, roofing, pavers, lawn sculptures, doors, awnings, hurricane shutters, etc.; **MUST** include a color sample or picture. Failure to do so may delay your application.

Owner's Signature	Completion Date: Must contact HOA upon completion for inspection
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Comments:

Approved _____ **Disapproved** _____

Date of Approval/Disapproval _____

Signature – ARC Committee Representative

Your approval is subject to the following:

1. You, the owner of the property, take full responsibility for, and to bear the full cost of, immediate repairs or replacement of any and all items on the property owned by the Association and adjacent properties that may be damaged and/or destroyed, directly or indirectly, by the work done pursuant to this request, whether such damage is caused directly by the owner, or indirectly by a contractor, agent or employee of the owner.
2. You are responsible for obtaining any necessary permits from the appropriate Building and Zoning Department(s).
3. Access to area of construction is only allowed through your property, and you are responsible for any damages. If access is needed on neighboring properties, an **Access Agreement** is required.