**Architectural Landscape Request Application**

**to the**

**Westminster Wood Architecture Review Board**

**Deland, FL 32724**

Applicant: The purpose of this form is to convey for approval landscape changes to your property within the Westminster Wood Subdivision to the Westminster Wood Architecture Review Board (WW ARB). The ARB will review requests for their compliance with WW HOA, Inc. Covenants and Restrictions. Prior to making landscape changes to the property, the owner and/or contractor should review the Restrictive Covenants and Guidelines of the ARB. Failure to comply with the terms of these documents at any time during the landscape project period could result in suspension of further activity. Noncompliance could result in an appropriate assessment to the Owner. Westminster Wood HOA provides information attached to this application that supports 2021 Florida Statute Title XXVIII, Natural Resources; Conservation, Reclamation, and Use. Section 373.185 addresses Local Florida-friendly landscaping ordinances. Paragraph 3.b. is stated as it applies directly to HOAs: “A deed restriction or covenant may not prohibit or be enforced so as to prohibit any property owner from implementing Florida-friendly landscaping on his or her land or create any requirement or limitation in conflict with any provision of part II of this chapter or a water shortage order, other order, consumptive use permit, or rule adopted or issued pursuant to part II of this chapter.” WW HOA aims to keep the aesthetic look of our neighborhood commensurate with the quality of our homes and subdivision location. City of Deland Ordinances apply, specifically, Section 33-28 “Accessory Structures”.

Site Requirements:

1. If construction is needed, site must be kept free of trash.
2. Dumpsters, if used, must be emptied when full.
3. Owner is responsible for the cost of repairing any damage to Westminster Wood Homeowner Association property that occurs as a result of landscape alterations approved herein.
4. If at any time legal action is required to bring about compliance, The WW HOA is entitled to recover all legal fees and court costs from the contractor and/or Owner.

Submission Requirements:

1. Two (2) complete set of Landscape drawings and Site planning that show home, setbacks, driveway and walkways with appropriate measurements.
2. All documents submitted must show detail that is necessary to convey the image, water usage, type of plants, trees and shrubs, and location of changes with respect to the buildings, roads and setbacks. Description of materials and vegetation should be included.
3. Proof of insurance if applicable may be requested.

**Failure to meet any of the above requirements will result in ARB disapproval of the application. Site clearing and construction is not permitted without ARB approval.**

**Architectural Landscape Request Application**

Date Submitted:

Homeowner:

Lot #: Street Address: Telephone (Home):

 Mobile:

 Email:

Contractor/Company:

Address:

City/State/Zip

Project Lead:

Telephone:

Email:

Description of Landscape Work

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Additions | Name | Qty | Removal | Qty | Link |
| Trees |  |  |  |  |  |
| Shrubs |  |  |  |  |  |
| Flowers |  |  |  |  |  |
| Hedges |  |  |  |  |  |
| Borders |  |  |  |  |  |
| Irrigation |  |  |  |  |  |
| Fencing |  |  |  |  |  |
|  |  |  |  |  |  |

**Architectural Review Board Approval**

|  |  |  |
| --- | --- | --- |
| **Printed Name** | **Signature** | **Date** |
|  |  |  |
| **Owner** |  |
|  |  |  |
| **Contractor** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Printed Name** | **Signature** | **Date** | **Approval Yes/No** |
|  |  |  |  |
| **Chairman** |  |  |
|  |  |  |  |
| **ARB Member** |  |  |
|  |  |  |  |
| **ARB Member** |  |  |
|  |  |  |  |
| **HOA Board Reviewer** |  |  |

**ARB Comments**

ARB Submission Number (Year- number)

Attachments:

1. Tree Removal Site Plan
2. Pictures of tree(s)