

Baycrest Application / Request for Modifications to Architecture (includes Pelican Landing form)

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The process for approval of modifications to architecture is dictated by the Baycrest Board of Directors and Pelican Landing's Design Review Committee.

1. The modifications application (6 pages) is to be completed by the Homeowner and given to a member of The Architectural / Landscaping Committee for review and recommendation to the Baycrest Board. Note that the Pelican Landing Design Review Committee has its own form which must be completed by the Homeowner as well. This is attached as pages 5 & 6 of the Baycrest application form.

An application for approval for any alteration/modification occurring outside the exterior walls of the home must be accompanied by **plans, a sketch and/or description** of the alteration requested. **Specific materials to be used, location, size and type of construction or modification must be included.**

As a condition precedent to granting approval of any request for a change, alteration or addition to an existing basic structure, the applicant (Homeowner), the heirs, successors and assigns thereto, hereby assume sole responsibility for the repair, maintenance or replacement of any such alteration or addition.

2. A member of the Landscape / Architectural Committee will accept, review, sign off on and forward recommended requests to the Baycrest Board of Directors or Board Designee for approval.

3. The Homeowner must forward requests approved by Baycrest's Board to Pelican Landing's Design and Review Committee for approval.

4. The homeowner will be notified by Pelican Landing when the architectural modifications are approved for implementation.

If for any reason a request is not approved at any point in the process, the Homeowner will be notified and given the reason why approval was denied.

Description and detail of architectural modifications requested can be indicated in this space or on an attached sheet. (Note: if architectural changes also include, or will include, landscaping / irrigation modifications, a separate request for landscaping modifications must also be completed and submitted to Baycrest.)

If approval is granted for architectural modifications, it is not to be construed to cover approval of any County Code requirements. **A building permit is needed for most property alterations and / or improvements.**

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It is understood and agreed that Baycrest Homeowners' Association, Inc. is not required to take any action to repair, replace or maintain any such approved change, alteration or addition or any damage resulting from or for any reason to the existing original structure; or any other property.

THE HOMEOWNER ASSUMES ALL RESPONSIBILITY AND COST FOR ANY ADDITION OR CHANGE AND ITS FUTURE UPKEEP, CONSISTENT WITH BAYCREST DECLARATIONS AND DOCUMENTS.

It is also agreed that **any damage, injury or death resulting** from the modifications made to a property, either directly or indirectly, **will be the sole responsibility of the homeowner** leaving the Baycrest Homeowners' Association harmless from any such claims.

Homeowner's Signature _____

Print Name _____ Date _____

Baycrest Address _____

Phone _____

Received for the Architectural / Landscape Committee by name _____
on date _____

Board Approval Given by name _____

or denied by name _____

on date _____

Comments:

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ACKNOWLEDGEMENT OF NEIGHBORS

Architectural modifications to any home may have a significant impact on adjacent neighbors. Therefore Baycrest requires that an Applicant advise their neighbors on either side, in writing, in person or by phone, about the details and timing of modifications outlined in this application. The neighbors' signatures (or an email from the neighbor) acknowledging that they are aware of the proposed modification is required as part of this application.

The Applicant Homeowner will be responsible for restoration or repair of any damage to the adjacent properties listed below including all costs to move, repair or replace irrigation equipment or heads, sod, landscape plantings, lanai screens or cages or any other property damage on Applicant's property or adjacent properties.

To: The Baycrest Board of Directors

The signatures below confirm the acknowledgment of our neighbors in respect to the architectural modifications outlined in this application.

Applicant's signature _____ Date _____

1st Neighbor (print name) _____

(Baycrest address) _____

(signature) _____ Date _____

2nd Neighbor (print name) _____

(Baycrest address) _____

(signature) _____ Date _____

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WAIVER OF LIABILITY AND RELEASE FORM

WHEREAS, the undersigned owner of _____ Galashields Circle (Lot _____) of BAYCREST is desirous of changing or altering the exterior of the building and/or lot;

WHEREAS, the Baycrest Homeowners' Association, Inc., ("the Association") desires to allow said alteration or change if and only if the owner agrees to indemnify and hold the Association harmless for any claims for damage, injury or death to owner or owner's property resulting directly or indirectly from the alteration being performed by owner; and

NOW, THEREFORE, it is hereby agreed that:

1. The undersigned owner hereby agrees that the owner shall release, indemnify and hold the Association and its officers, directors, and members harmless from any claims; demands, suits, judgments, actions, causes of action, debts, sums of money, accounts, claims and demands arising out of or related to the owner's performance of any alterations or changes on the lot as set forth herein. The parties hereto acknowledge that Association has paid lot/unit owner One Dollar (\$1.00) as specific consideration for the indemnification herein provided, the receipt and adequacy of which is hereby acknowledged.

Witnesses (two)

Signature

Print Name/Date

Signature

Print Name/Date

Lot Owner

Signature

Print Name/Date

Baycrest Homeowner's Association, Inc.

By: _____

Print Name/Title

Date: _____



Pelican Landing Community Association, Inc.

REQUEST FOR DESIGN REVIEW - EXTERIOR CHANGES TO RESIDENTIAL PROPERTY

Pelican Landing Community Association
Attn: Director of Covenant Enforcement
24501 Walden Center Drive
Bonita Springs, FL 34134

Telephone: (239) 947-5977
Facsimile: (239) 947-3606
cathy@pelicanlanding.com

FORMS MUST BE SUBMITTED TO CATHY AVENATTI BY NOON ON THE MONDAY PRIOR TO THE DRC MEETING, WHICH IS HELD THE 2ND THURSDAY OF EACH MONTH.

DATE OF REQUEST: _____ ANTICIPATED COMPLETION DATE: _____

NAME: _____

ADDRESS: _____

PHONE: _____ CELL: _____

EMAIL: _____

HOMEOWNER SIGNATURE: _____

PELICAN LANDING PROPERTY ADDRESS: _____

NEIGHBORHOOD ASSOCIATION: _____

ASSOCIATION BOARD APPROVAL: YES _____ NO _____ DATE: _____

(Signature -- for Association BOD/Title or Management Company Authorized Agent)

Please check the area required for approval, attach all requested items and submit samples as required to expedite your request. Thank you!

____ 1) **Replacement Windows and Lanai Enclosures:** Circle Choice: BRONZE
OTHER _____

Submit color name and material sample, location(s), before photo and any drawings and description pertinent to any changes. Manufacturers Name is required.

NOTE: Raw mill aluminum window frames not permitted. Golf course view windows cannot be replaced with mirrored material.

____ 2) **Exterior Painting (even if same color):** Please submit a picture of the property that shows the home, including the roof and driveway. Photos should be clear. Please avoid shadows that will make it difficult to determine existing colors.

A 2X3 SAMPLE OF EACH COLOR MUST BE PAINTED ON THE SIDE OF THE HOUSE

WALL COLOR # & NAME: _____

TRIM/BAND COLOR # & NAME: _____

GARAGE COLOR # & NAME: _____

FRONT DOOR COLOR # & NAME: _____

MANUFACTURER NAME FOR ALL
COLORS: _____

____ 3) **Driveways and Parking Areas:** Pavers or Textured finish is preferred, and may be required. Check individual neighborhood covenants.

Material/Style: _____
Color # & Name: _____
Manufacturer: _____

____ 4) **Additions (house, lanai, pool cage):** Detailed drawings, with material list, colors, plot plan showing set backs are required.

____ 5) **Landscaping:** A drawing must be included specifying plant material names. Photos of the existing area are helpful.

____ 6) **Exterior Lighting:** Please submit photos of new fixtures, manufacturer, size specifications, and photos of house/yard with lighting locations marked.

____ 7) **Roof Tiles:** Please submit a clear picture of house showing current roof and driveway. Avoid shadows on pictures that will make it difficult to determine existing colors.

ROOF TILE SAMPLE IS REQUIRED

Material/Style: _____
Color # & Make: _____
Manufacturer: _____

____ 8) **Generator / Fuel Tanks:** Please submit plan with location and size. Above ground fuel tanks and generators must include a landscaping plan that will show property screening.*

____ 9) **Solar Collectors/Satellite Dishes:** Please submit plans with location, size, color and manufacturer.

____ 10) **Tree Removal:** A landscape plan showing the location of the tree to be removed is required along with a photo and replacement choice. **ALL TREE REMOVALS MUST BE MARKED WITH A COLORFUL RIBBON TIED AROUND THE TRUNK.**

____ 11) **Walls:** Drawings for walls must be detailed with dimensions and please locate property lines on all wall requests where near property lines.*

____ 12) **Shutters:** Please include picture of proposed shutters, size, color, material type, manufacturer and all locations where they will be placed. Include a photo of the house.

____ 13) **Other:** Please give a detailed description of what you are requesting include any pertinent information such as size, color, material and photo's.

*All mechanical equipment must be screened, preferably with low walls softened by landscaping or with plant material of sufficient quantity, size height and density at the time of planting to adequately screen the equipment from all off-site views.

NO WORK MAY COMMENCE UNTIL WRITTEN APPROVAL IS RECEIVED FROM PLCA. The homeowner is responsible for applying for and meeting all Ordinances and Permitting required by the relevant governmental agencies. The homeowner will be responsible for any damage done to PLCA property.

Please contact Cathy Avenatti at cathy@pelicanlanding.com with any questions to avoid potential delay in processing.

Thank you for submitting your request!