

APPENDIX
DALTON WOODS HOMEOWNERS ASSOCIATION
DESIGN REVIEW APPLICATION
DO NOT BEGIN WORK UNTIL APPLICATION APPROVED BY ARB

Please Mail or Deliver to:
Dalton Woods Homeowners' Association
C/O Leland Management
2685 SW 32nd Place, Ste 300
Ocala, FL 34471

1. NAME: _____ BLOCK: _____ LOT: _____
(Print or Type)

2. STREET ADDRESS: _____

3. MAILING ADDRESS: (If different from above): _____

4. E-MAIL ADDRESS: _____

5. PHONE NUMBERS: DAY _____ EVENING _____

6. GENERAL DESCRIPTION OF PROPOSED CHANGE:

Provide a description of the proposed change, including the purpose or reason for the change, the type and color of materials to be used, location on the property, and any other pertinent information required to evaluate the proposed change.

7. REQUIRED EXHIBITS AND SUPPORTING DOCUMENTATION:

The supporting exhibits or supporting documentation listed below must accompany this design review application, as applicable for the proposed change. An application submitted without all required submissions would be considered incomplete. In such case, the Architectural Review Board's thirty (30) day review period will not commence until all required submissions have been provided. In general, an applicant should provide all documents and exhibits required by Marion County.

A. Paint or Stain Colors - A sample and model number of the color(s) to be used must be provided, both for repainting or re-staining existing improvements and for structural additions, together with a list of existing paint colors on the house or appurtenant structures which will remain unchanged.

Design Review Application (continued)

B. Finish Materials - A description and/or sample of all finish materials to be used for the exterior surface of proposed improvements must be provided.

C. Recorded Plat - A picture representation drawn on a copy of the recorded plat, drawn to scale, showing the location and dimensions of the proposed improvement, including orientation with respect to the property lines and owners home. Additionally, location of adjacent dwelling units must be provided for walls, storage sheds, fences and major landscape changes (which require approval) and structural additions to the home.

D. Architectural Drawings and Landscaping Plans - Detailed architectural drawings or plans must be provided for decks (top view and side view with dimensions), storage sheds, and structural additions to the home and major landscape improvements which would change the topography of the lot or landscape plan originally provided by the builder.

E. Photographs - The inclusion of photographs is appropriate for exterior lighting fixtures, decorative objects and similar cosmetic additions to the unit or lot.

F. Other Exhibits - Other exhibits may be required in order to permit adequate evaluation of the proposed change. Homeowners are advised to seek guidance from the Architectural Review Board or Managing Agent prior to the submission of an application.

8. ESTIMATED STARTING DATE OF CONSTRUCTION: (After ARB approval) _____

9. ESTIMATED COMPLETION DATE: _____

10. NAME OF CONTRACTOR PERFORMING WORK: _____

11. CONTRACTOR ADDRESS: _____

12. CONTRACTOR TELEPHONE NUMBER: _____

NOTES:

1. Nothing contained herein shall be construed to represent that alterations to lots or buildings in accordance with these plans shall not violate any of the provisions of local Building and Zoning Codes to which the above property is subject. Further, nothing contained herein shall be construed as a waiver or modification of any said restrictions.

2. Where required, building permits shall be obtained prior to the start of any construction. Nothing contained herein shall be construed as a waiver of said requirement.

3. Owner understands and agrees that no work on this request will commence until written approval has been obtained from the Architectural Review Board.

Design Review Application (continued)

4. Owner further understands and agrees that any exterior alterations undertaken before written approval is obtained is not permitted and that the Owner may be required to restore the property to its former condition at Owner's own expense if such alterations are made and subsequently disapproved in whole or part. Further, Owner understands that any legal expense associated therewith may be the responsibility of Owner.

5. Owner agrees to give the Architectural Review Board and/or Managing Agent, express permission to enter on the Owner's property at a reasonable time to inspect the proposed project, the project in progress and the complete project.

6. Owner understands that any approval is contingent upon the completion of alterations in a workmanlike manner and in accordance with the approved plan and specifications for said alterations.

7. Owner acknowledges that he is familiar with the design review requirements and procedures for the Dalton Woods Homeowners Association.

8. Owner understands that the authority to perform an alteration granted by this application will automatically expire if work is not completed within 12 months from Architectural Review Board approval. DO NOT BEGIN WORK UNTIL APPLICATION APPROVED BY ARB

HOMEOWNER(S) SIGNATURE: _____ X

(Please Print Name)

DATE: _____

**ARB has up to 30 days to take action on your application
Work Must be completed 12 months from ARB approval or Re- Approval Required**

<input type="checkbox"/> Approved	<input type="checkbox"/> Partial Approval	<input type="checkbox"/> Conditional Approval	<input type="checkbox"/> Not Approved
Comments: _____			

(Must be signed by at least two ARB members)			
_____ ARB Member		_____ ARB Member	
_____ ARB Member		Date: _____	

**Please notify the Management Company when work is completed for final inspection
DO NOT BEGIN WORK UNTIL APPLICATION APPROVED BY ARB**